

MEETING OF THE BOARD OF DIRECTORS OF THE  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

Jointly with the

**ADMINISTRATION & FINANCE COMMITTEE**

February 12, 2020, 8:30 a.m.

Conference Room 101

**A&F Committee:**

Director Thomas, Chair

Director Finnegan

Director Dick

Staff: R. Hunter, K. Seckel, J. Berg,

H. De La Torre, K. Davanaugh, C. Harris,

H. Chumpitazi

Ex Officio Member: Director Tamaribuchi

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MWDOC Committee meetings are noticed and held as joint meetings of the Committee and the entire Board of Directors and all members of the Board of Directors may attend and participate in the discussion. Each Committee has designated Committee members, and other members of the Board are designated alternate committee members. If less than a quorum of the full Board is in attendance, the Board meeting will be adjourned for lack of a quorum and the meeting will proceed as a meeting of the Committee with those Committee members and alternate members in attendance acting as the Committee.

**PUBLIC COMMENTS** - Public comments on agenda items and items under the jurisdiction of the Committee should be made at this time.

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED** - Determine there is a need to take immediate action on item(s) and that the need for action came to the attention of the District subsequent to the posting of the Agenda. (Requires a unanimous vote of the Committee)

**ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING** -- Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the District's business office located at 18700 Ward Street, Fountain Valley, California 92708, during regular business hours. When practical, these public records will also be made available on the District's Internet Web site, accessible at <http://www.mwdoc.com>.

**PROPOSED BOARD CONSENT CALENDAR ITEMS**

1. TREASURER'S REPORT
  - a. Revenue/Cash Receipt Report – January 2020
  - b. Disbursement Approval Report for the month of February 2020
  - c. Disbursement Ratification Report for the month of January 2020 2019
  - d. GM Approved Disbursement Report for the month of January 2020
  - e. Water Use Efficiency Projects Cash Flow – January 31, 2020
  - f. Consolidated Summary of Cash and Investment – December 2019
  - g. OPEB and Pension Trust Fund monthly statement
2. FINANCIAL REPORT
  - a. Combined Financial Statements and Budget Comparative for the Period ending December 31, 2019

b. Quarterly Budget Review

**DISCUSSION ITEM**

3. FIRST DRAFT OF THE FY 2020-21 BUDGET
4. MWDOC DRAFT LETTER ON THE PARADOX VALLEY UNIT OF THE COLORADO RIVER BASIN SALINITY CONTROL PROGRAM DEIS

**ACTION ITEMS**

5. CONSIDER AUTHORIZING ATTENDANCE AT ASCE'S WORLD ENVIRONMENTAL & WATER RESOURCES CONGRESS, MAY 17-21, 2020, HENDERSON, NV
6. PROFESSIONAL SERVICES CONTRACT AWARD FOR OWNER'S REPRESENTATIVE SERVICES
7. ATTENDANCE AT THE CALIFORNIA WATER ENVIRONMENT ASSOCIATION (CWEA) ANNUAL CONFERENCE

**INFORMATION ITEMS** – (THE FOLLOWING ITEMS ARE FOR INFORMATIONAL PURPOSES ONLY – BACKGROUND INFORMATION IS INCLUDED IN THE PACKET. DISCUSSION IS NOT NECESSARY UNLESS REQUESTED BY A DIRECTOR.)

8. SOLE SOURCE PROCUREMENT WITH MUNICIPAL RESOURCE GROUP
9. LEGAL AND PROFESSIONAL SERVICES OPEN PURCHASE ORDERS
10. SEMI-ANNUAL DIRECTORS ACTIVITIES REPORT
11. SEMI-ANNUAL OVERTIME REPORT
12. ANNUAL AUTO ALLOWANCE REPORT
13. ANNUAL REVIEW OF COASTAL MUNICIPAL WATER DISTRICT ISSUES
14. DEPARTMENT ACTIVITIES REPORTS
  - a. Administration
  - b. Finance and Information Technology
15. MONTHLY WATER USAGE DATA, TIER 2 PROJECTION, AND WATER SUPPLY INFORMATION

**OTHER ITEMS**

16. REVIEW ISSUES REGARDING DISTRICT ORGANIZATION, PERSONNEL MATTERS, EMPLOYEE BENEFITS FINANCE AND INSURANCE

**ADJOURNMENT**

**NOTE:** At the discretion of the Committee, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated, and may be subject to action by the Committee. On those items designated for Board action, the Committee reviews the items and makes a recommendation for final action to the full Board of Directors; final action will be taken by the Board of Directors. Agendas for Committee and Board meetings may be obtained from the District Secretary. Members of the public are advised that the Board consideration process includes consideration of each agenda item by one or more Committees indicated on the Board Action Sheet. Attendance at Committee meetings and the Board meeting considering an item consequently is advised.

Accommodations for the Disabled. Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning Maribeth Goldsby, District Secretary, at (714) 963-3058, or writing to Municipal Water District of Orange County at P.O. Box 20895, Fountain Valley, CA 92728. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

**Municipal Water District of Orange County**  
**REVENUE / CASH RECEIPT REPORT**  
**January 2020**

**WATER REVENUES**

<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Amount</b>
01/08/20	Trabuco Canyon Water District	November 2019 Water deliveries	160,272.07
01/09/20	Laguna Beach County Water District	November 2019 Water deliveries	136,794.22
01/10/20	El Toro Water District	November 2019 Water deliveries	417,354.44
01/10/20	City of San Clemente	November 2019 Water deliveries	487,401.53
01/13/20	Serrano Water District	November 2019 Water deliveries	9,478.63
01/13/20	City of Seal Beach	November 2019 Water deliveries	10,220.97
01/13/20	Santa Margarita Water District	November 2019 Water deliveries	1,827,487.94
01/13/20	City of Buena Park	November 2019 Water deliveries	168,401.65
01/13/20	City of Garden Grove	November 2019 Water deliveries	939,536.65
01/14/20	South Coast Water District	November 2019 Water deliveries	394,011.84
01/14/20	City of San Juan Capistrano	November 2019 Water deliveries	432,009.03
01/14/20	City of Westminster	November 2019 Water deliveries	301,046.05
01/14/20	City of Orange	November 2019 Water deliveries	241,350.22
01/15/20	East Orange County Water District	November 2019 Water deliveries	267,812.55
01/15/20	Orange County Water District	November 2019 Water deliveries	363,961.80
01/15/20	Yorba Linda Water District	November 2019 Water deliveries	335,650.25
01/15/20	Moulton Niguel Water District	November 2019 Water deliveries	1,986,234.12
01/15/20	Golden State Water Company	November 2019 Water deliveries	269,496.28
01/15/20	Irvine Ranch Water District	November 2019 Water deliveries	487,798.33
01/27/20	City of La Habra	December 2019 Water Deliveries	4,510.14
01/27/20	Serrano Water District	December 2019 Water Deliveries	9,478.63
01/31/20	City of Fountain Valley	December 2019 Water Deliveries	10,860.08
01/31/20	City of Huntington Beach	December 2019 Water Deliveries	115,713.98
01/31/20	City of Brea	December 2019 Water Deliveries	14,223.32
<b>TOTAL REVENUES</b>			<b>\$ 9,391,104.72</b>




**Municipal Water District of Orange County**  
**REVENUE / CASH RECEIPT REPORT**  
**January 2020**

**MISCELLANEOUS REVENUES**

Date	From	Description	Amount
01/15/20	OCWD	2/12/20 Water Policy dinner registration	90.00
01/21/20	Best Best & Krieger	2/12/20 Water Policy dinner registration	90.00
01/30/20	Laguna Beach County Water District	2/12/20 Water Policy dinner registrations	850.00
01/30/20	Trabuco Canyon Water District	2/12/20 Water Policy dinner registrations	850.00
01/31/20	Paypal	2/12/20 Water Policy dinner registrations	8,484.85
01/27/20	Irvine Ranch Water District	5/29/20 OC Water Summit sponsorship	7,600.00
01/31/20	Paypal	5/29/20 OC Water Summit registration	125.93
01/31/20	Paypal	ISDOC Luncheon	760.88
01/31/20	Paypal	OCEMO Luncheon	220.19
01/31/20	Paypal	Girl Scouts Patch Clinic	76.47
01/03/20	City of Brea	Partial late payment penalty for Sep 2019 Water deliveries	112.66
01/21/20	Robert McVicker	Reimbursement for hotel upgrade	67.50
01/30/20	Office Depot	Annual purchasing rebate	15.76
01/31/20	US Bank	Monthly Interest	7.47
01/24/20	Stan Sprague	February 2020 Retiree Health insurance	241.22
01/30/20	Keith Lyon	February 2020 Retiree Health insurance	302.78
01/02/20	Pat Meszaros	Jan-Feb 2020 Retiree Health insurance	78.66
01/10/20	Judy Pfister	Jan-Mar 2020 Retiree Health insurance	117.99
01/27/20	Irvine Ranch Water District	July 2019 Turf Removal rebate program	3,534.00
01/09/20	Mesa Water	October 2019 Smartimer rebate program	140.00
01/13/20	Mesa Water	November 2019 Smartimer rebate program	70.00
01/27/20	Irvine Ranch Water District	November 2019 Smartimer rebate program	412.03
01/02/20	Laguna Beach County Water District	October 2019 Turf Removal rebate program	2,434.00
01/27/20	Irvine Ranch Water District	October 2019 Turf Removal rebate program	1,404.00
01/13/20	City of Newport Beach	Oct-Nov 2019 Turf Removal rebate program	222.00
01/21/20	City of La Habra	Oct-Nov 2019 Turf Removal rebate program	444.00
01/23/20	City of Westminster	November 2019 Turf Removal rebate program	111.00
01/24/20	City of Orange	November 2019 Turf Removal rebate program	333.00
01/27/20	Irvine Ranch Water District	Aug, Sep and Nov 2019 Turf Removal and Spray to Drip rebate program	8,826.60
01/09/20	Laguna Beach County Water District	November 2019 Rain Barrels rebate program	210.00
01/13/20	Moulton Niguel Water District	November 2019 Smartimer, Rotating Nozzle & Turf Removal rebate program	21,493.00
01/02/20	Laguna Beach County Water District	November 2019 So Cal Watersmart rebate program	475.20
01/13/20	Moulton Niguel Water District	November 2019 So Cal Watersmart rebate program	4,400.00
01/24/20	City of San Clemente	November 2019 So Cal Watersmart rebate program	750.00
01/24/20	El Toro Water District	November 2019 So Cal Watersmart rebate program	865.00
01/31/20	Yorba Linda Water District	Water Loss Control technical assistance - WSO, Inc	9,372.00
01/02/20	Irvine Ranch Water District	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/08/20	Trabuco Canyon Water District	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/13/20	Santa Margarita Water District	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/13/20	Serrano Water District	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/15/20	East Orange County Water District	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/21/20	City of Fountain Valley	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/21/20	City of Garden Grove	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/21/20	City of Santa Ana	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/21/20	Moulton Niguel Water District	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/27/20	City of Buena Park	AWIA Phase 2 Risk and Resilience Assessment	83,855.00
01/31/20	City of Huntington Beach	AWIA Phase 2 Risk and Resilience Assessment	83,855.00

TOTAL MISCELLANEOUS REVENUES \$ 997,993.19

TOTAL REVENUES \$ 10,389,097.91

  
 Robert J. Hunter, General Manager

  
 Hilary Chumpitazi, Treasurer

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
<b>Core Expenditures:</b>		
	<b>Above All Catering, Inc.</b>	
C34958	1/23/20 Lunch for Managers' meeting	407.27
C35016	1/29/20 Lunch for OC MET Managers' meeting	333.63
	*** Total ***	740.90
	<b>Richard C. Ackerman</b>	
1267	January 2020 Consulting on legal and regulatory matters	2,250.00
	*** Total ***	2,250.00
	<b>ACWA</b>	
INV007932	Job posting for Water Use Efficiency Analyst II position	625.00
	*** Total ***	625.00
	<b>ARC</b>	
10517745	Map scanned to PDF file	4.33
	*** Total ***	4.33
	<b>Association of California Cities - OC</b>	
2524	1/27/20-1/28/20 Sacramento Advocacy Trip registration for Director Yoo Schneider	895.00
	*** Total ***	895.00
	<b>ACCO Engineered Systems, Inc.</b>	
R360947	Retainage for services to replace computer room A/C unit	3,946.00
	*** Total ***	3,946.00
	<b>Aleshire &amp; Wynder LLP</b>	
54990	11/15/19-12/31/19 Legal services	5,260.87
	*** Total ***	5,260.87
	<b>Alta FoodCraft</b>	
52001192	1/15/20 Coffee & tea supplies	285.30
	*** Total ***	285.30
	<b>Awards and Trophies Company</b>	
2424	Name plate for new employee	20.24
	*** Total ***	20.24
	<b>Best Best and Krieger LLP</b>	
867514	December 2019 State legislative advocacy services	8,562.36
55401-DEC19	December 2019 Legal services	12,473.48
	*** Total ***	21,035.84
	<b>Black &amp; Veatch</b>	
1313253	11/30/19-1/3/20 Develop OC Distribution System Water Supply Integration Hydraulic Model Phase 1	11,284.50
	*** Total ***	11,284.50

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Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b><i>California Association of Public Information Officials</i></b>	
9030	4/20/20-4/23/20 Annual conference in Santa Barbara, CA registration for T. Baca	615.00
9031	4/20/20-4/23/20 Annual conference in Santa Barbara, CA registration for S. Wilson	615.00
	*** Total ***	1,230.00
	<b><i>California Water Efficiency Partnership</i></b>	
MD-2020-168	2020 Annual membership renewal	6,083.22
	*** Total ***	6,083.22
	<b><i>Carl Markham Signs &amp; Graphics</i></b>	
19-310	Re-letter 4 name plaques for Directors Barbre and Tamaribuchi	152.92
	*** Total ***	152.92
	<b><i>CDM Smith</i></b>	
90090720	12/1/19-12/28/19 Water Resource Planning services	7,152.50
	*** Total ***	7,152.50
	<b><i>CSU Fullerton ASC</i></b>	
AR169908	FY 2019/20 3rd Quarter Center for Demographic Research support	12,538.95
	*** Total ***	12,538.95
	<b><i>El Toro Water District</i></b>	
3581	2020 WEROC S. EOC Site annual lease	1,000.00
	*** Total ***	1,000.00
	<b><i>Ferguson Waterworks #1083</i></b>	
0699620	Freight for invoice 0700164 for Water Loss Control supplies	27.41
	*** Total ***	27.41
	<b><i>Gladwell Governmental Services, Inc.</i></b>	
4286	January 2020 Services for records retention legal review and update	100.00
	*** Total ***	100.00
	<b><i>Government Finance Officers Association</i></b>	
0222001	4/1/20-3/31/21 Annual membership renewal for H. Chumpitazi	160.00
	*** Total ***	160.00
	<b><i>GovernmentJobs.com, Inc.</i></b>	
INV-11990	12/28/19-12/27/20 Job posting subscription and license for Performance Management software	3,678.15
	*** Total ***	3,678.15
	<b><i>Green Shades Software, Inc.</i></b>	
165778	Federal Tax ID verification for 2019 W-2 and 1099 forms	25.11
	*** Total ***	25.11
	<b><i>Hashtag Pinpoint Corporation</i></b>	
1215	January 2020 Strategic digital communications consulting services	7,917.00
	*** Total ***	7,917.00

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b><i>Herndon Solutions Group LLC</i></b>	
100005	December 2019 Services to assist with America's Water Infrastructure Act compliance	3,118.71
	*** Total ***	3,118.71
	<b><i>Independent Special Dist of OC</i></b>	
013020PAYPAL	11/27/19-1/30/20 PayPal receipts for 1/30/20 meeting	760.88
01/30/20REG	1/30/20 ISDOC meeting registration for Directors Dick and Finnegan	34.00
	*** Total ***	794.88
	<b><i>James C. Barker, P.C.</i></b>	
105-0120	January 2020 Federal legislative advocacy services	8,000.00
	*** Total ***	8,000.00
	<b><i>L.A. Design Studio</i></b>	
5185	Website analysis and ADA compliance software	2,400.00
	*** Total ***	2,400.00
	<b><i>Lawnscape Systems, Inc.</i></b>	
407203	1/3/20 Landscape maintenance for atrium	295.00
	*** Total ***	295.00
	<b><i>Lewis Consulting Group</i></b>	
2020-105	January 2020 Consulting services	3,187.50
	*** Total ***	3,187.50
	<b><i>Edward G. Means III</i></b>	
MWDOC-1079	January 2020 Consulting on MET issues and guidance to Engineering staff	2,280.16
	*** Total ***	2,280.16
	<b><i>Municipal Resource Group, LLC</i></b>	
03-19-566	November-December 2019 Services for Performance Management Evaluation and Implementation	3,600.00
03-19-567	November-December 2019 Services for Coaching and Leadership Development	1,873.65
	*** Total ***	5,473.65
	<b><i>NDS</i></b>	
720432	12/27/19 Delivery charges for Board packets	172.01
721070	1/2/20 & 1/10/20 Delivery charges for Board packets	164.01
	*** Total ***	336.02
	<b><i>O.I. Corporation</i></b>	
236608	January 2020 Service to repair Water Loss Control pressure logger	255.10
	*** Total ***	255.10
	<b><i>Office Depot, Inc.</i></b>	
432102689001	1/22/20 Office supplies	120.10
	*** Total ***	120.10

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b><i>Office Solutions</i></b>	
I-01691641	12/27/19 Office supplies	130.50
I-01701845	1/16/20 Office supplies	306.63
I-01702389	1/17/20 Office supplies	6.62
I-01703852	1/21/20 Office supplies	280.14
I-01706398	Letterhead order	657.01
I-01708371	1/29/20 Office supplies	177.66
I-01711510	2/4/20 Office supplies	14.97
	*** Total ***	1,573.53
	<b><i>OMB Electrical Engineers, Inc.</i></b>	
80802	December 2019 Electrical Engineering for MWDOC office upgrade	1,445.00
	*** Total ***	1,445.00
	<b><i>Orange County Water District</i></b>	
21238	December 2019 50% share of WACO expense	193.75
21251	December 2019 Postage, shared office and maintenance expense	10,443.87
	*** Total ***	10,637.62
	<b><i>Orange County Fast Print</i></b>	
58706	1,000 Business cards	107.76
	*** Total ***	107.76
	<b><i>Judy Pfister</i></b>	
OCT-DEC2019	October-December 2019 Retiree medical premium	400.50
	*** Total ***	400.50
	<b><i>ProActive Consulting Group</i></b>	
0007023	December 2019 Services to register generator with California Air Resource Board	2,000.00
	*** Total ***	2,000.00
	<b><i>Sonoma County Water Agency</i></b>	
WTR-00001556	2020 Qualified Water Efficient Landscaper program annual fee	500.00
	*** Total ***	500.00
	<b><i>Joey C. Soto</i></b>	
MWDOC#020	December 2019 Grant Research & Acquisition assistance	3,000.00
MWDOC#021	January 2020 Grant Research & Acquisition assistance	2,997.00
	*** Total ***	5,997.00
	<b><i>Steven Enterprises, Inc.</i></b>	
0426043-IN	Ink cartridge for plotter	184.27
	*** Total ***	184.27
	<b><i>Roth Staffing Companies, LP</i></b>	
13841039	1/6/20-1/12/20 Temporary administration staff	1,212.67
13844169	1/13/20-1/19/20 Temporary administration staff	1,154.30
	*** Total ***	2,366.97

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b>WageWorks, Inc.</b>	
INV1886267	January 2020 Cafeteria plan administration	185.25
	*** Total ***	185.25
	<b>Total Core Expenditures</b>	<b>138,072.26</b>
<b>Choice Expenditures:</b>		
	<b>Above All Catering, Inc.</b>	
C34846	1/14/20 Lunch for Water Loss Control Workgroup meeting	486.64
	*** Total ***	486.64
	<b>Bolsa Chica Conservancy</b>	
010720	September-December 2019 Water Education High School program	16,000.00
020520	January 2020 Water Education High School program	8,240.00
	*** Total ***	24,240.00
	<b>Building Block Entertainment, Inc.</b>	
3385-3	December 2019 Elementary School program for grades K-2	3,400.00
3381-3	January 2020 Elementary School program for grades K-2	8,500.00
	*** Total ***	11,900.00
	<b>Discovery Science Center</b>	
1292	December 2019 Elementary School program for grades 3-6	5,325.98
1304	January 2020 Middle School program for grades 7-8	256.60
1311	January 2020 Elementary School program for grades 3-6	13,745.38
	*** Total ***	19,327.96
	<b>Droplet Technologies</b>	
1116	2020 Annual license for Turf Removal and Spray-to-Drip Rebate programs application software	45,072.00
	*** Total ***	45,072.00
	<b>Grainger</b>	
9407314096	1/10/20 Supplies for Water Loss Control Shared Services	52.33
	*** Total ***	52.33
	<b>Green Shades Software, Inc.</b>	
165778	Federal Tax ID verification for 2019 rebate programs 1099 forms	75.64
	*** Total ***	75.64
	<b>Inland Group, LLC</b>	
201010011	5,200 Pressure Regulating Valve Replacement program door hangers for Mesa Water District	1,635.50
201009011	3,000 Pressure Regulating Valve Replacement program flyers for Mesa Water District	633.57
	*** Total ***	2,269.07

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b>Mission RCD</b>	
2782	December 2019 Field verifications for Water Use Efficiency rebate programs	2,585.88
	*** Total ***	2,585.88
	<b>Orange County Water District</b>	
21251	December 2019 Postage for Water Use Efficiency rebate programs	24.85
	*** Total ***	24.85
	<b>Office Solutions</b>	
I-01701765	1/16/20 Supplies for Qualified Water Efficient Landscaper training binders	239.90
I-01703854	1/21/20 Supplies for Qualified Water Efficient Landscaper training binders	70.69
I-01703841	1/21/20 Supplies for Qualified Water Efficient Landscaper training binders	372.14
I-01704365	1/22/20 Supplies for Qualified Water Efficient Landscaper training binders	11.69
	*** Total ***	694.42
	<b>US Bank Voyager Fleet Systems</b>	
869434993004	11/25/19-12/24/19 Fuel and wash for Water Loss Control Shared Services vehicles	232.85
	*** Total ***	232.85
	<b>Total Choice Expenditures</b>	<hr/> 106,961.64

**Other Funds Expenditures:**

	<b>EcoTech Services, Inc.</b>	
1619	December 2019 Services for Landscape Design and Maintenance program	3,425.00
	*** Total ***	3,425.00
	<b>Herndon Solutions Group LLC</b>	
100005	December 2019 Services to assist with America's Water Infrastructure Act compliance	83,756.31
	*** Total ***	83,756.31
	<b>Large Plumbing</b>	
25168	December 2019 Services for Pressure Regulating Valve replacement program	920.00
25196	January 2020 Services for Pressure Regulating Valve Replacement program	1,100.00
	*** Total ***	2,020.00
	<b>Mega Maids Cleaning Service</b>	
11002	1/17/20 Cleaning services for WEROC S. EOC	90.00
	*** Total ***	90.00
	<b>Mission RCD</b>	
2782	December 2019 Field verifications for Water Use Efficiency rebate programs	4,437.67
2809	January 2020 Field verifications for Water Use Efficiency rebate programs	10,350.55
	*** Total ***	14,788.22

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of February 2020**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b><i>Orange County Fast Print</i></b>	
58706	500 Business cards	53.87
	*** Total ***	53.87
	<b><i>The Plant Nerd</i></b>	
5859	December 2019 Services for Landscape Design and Maintenance program	9,270.00
5890	January 2020 Services for Landscape Design and Maintenance program	10,170.00
	*** Total ***	19,440.00
	<b><i>TerraWorks Studio</i></b>	
2	December 2019 Services for Landscape Design and Maintenance program	1,490.00
	*** Total ***	1,490.00
	<b><i>Water Systems Optimization, Inc.</i></b>	
1712	January 2020 Water Loss Control program	19,874.93
	*** Total ***	19,874.93
	<b><i>Total Other Funds Expenditures</i></b>	<hr/> 144,938.33
	<b><i>Total Expenditures</i></b>	<hr/> <hr/> 389,972.23



**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the month of January 2020**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
<b>Core Disbursements:</b>				
139425	1/9/20	ABOVEA C34513	<b>Above All Catering, Inc.</b> 11/21/19 Lunch for Managers' meeting (Re-issue) ***Total ***	465.72 465.72
139426	1/9/20	BUIJEA 011320	<b>Jeannie Bui</b> January 2020 Business expense ***Total ***	23.00 23.00
139428	1/9/20	SPECTB 0375210010120	<b>Spectrum Business</b> January 2020 Telephone and internet expense ***Total ***	1,103.31 1,103.31
139430	1/9/20	VERIZO 9844895714	<b>Verizon Wireless</b> December 2019 4G Mobile broadband unlimited service ***Total ***	114.03 114.03
139436	1/15/20	CORTBU 7101355	<b>Cort Business Services Corp.</b> January 2020 Furniture lease for 5 temporary workstations ***Total ***	561.50 561.50
139438	1/15/20	HOMED1 7785-DEC19	<b>Home Depot Credit Services</b> 2 Poinsettias for office ***Total ***	8.62 8.62
139443	1/15/20	SPECTB 0343564011020	<b>Spectrum Business</b> January 2020 Telephone expense for 3 analog fax lines ***Total ***	108.75 108.75
ACH004470	1/15/20	ACKEEX 123119	<b>Linda Ackerman</b> December 2019 Business expense ***Total ***	64.96 64.96
ACH004473	1/15/20	BACATI 113019	<b>Tiffany Baca</b> November 2019 Business expense	142.00
ACH004474	1/15/20	123119	December 2019 Business expense ***Total ***	194.34 336.34
ACH004476	1/15/20	BAEZHE 113019	<b>Heather Baez</b> November 2019 Business expense	37.30
ACH004477	1/15/20	123119	December 2019 Business expense ***Total ***	129.38 166.68
ACH004481	1/15/20	BUSSLJ 123119	<b>Charles Busslinger</b> December 2019 Business expense ***Total ***	72.97 72.97

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the month of January 2020**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
<b>ACH004483</b>	<b>1/15/20</b>	<b>CHUMPI</b>	<b>Hilary Chumpitazi</b>	
		122019	December 2019 Business expense	31.54
			***Total ***	31.54
<b>ACH004484</b>	<b>1/15/20</b>	<b>DELATO</b>	<b>Harvey De La Torre</b>	
		121919	December 2019 Business expense	326.29
			***Total ***	326.29
<b>ACH004485</b>	<b>1/15/20</b>	<b>DICKEX</b>	<b>Larry Dick</b>	
		123119	December 2019 Business expense	142.10
			***Total ***	142.10
		<b>HALEY</b>	<b>Melissa Baum Haley</b>	
<b>ACH004489</b>	<b>1/15/20</b>	113019	November 2019 Business expense	283.08
<b>ACH004490</b>	<b>1/15/20</b>	123119	December 2019 Business expense	288.63
			***Total ***	571.71
<b>ACH004506</b>	<b>1/15/20</b>	<b>MCVICK</b>	<b>Robert McVicker</b>	
		123119	December 2019 Business expense	131.66
			***Total ***	131.66
<b>ACH004507</b>	<b>1/15/20</b>	<b>ROBERT</b>	<b>Bryce Roberto</b>	
		123119	December 2019 Business expense	50.75
			***Total ***	50.75
<b>ACH004510</b>	<b>1/15/20</b>	<b>SCHNEI</b>	<b>Megan Yoo Schneider</b>	
		123119	December 2019 Business expense	358.56
			***Total ***	358.56
<b>ACH004513</b>	<b>1/15/20</b>	<b>TAMARI</b>	<b>Satoru Tamaribuchi</b>	
		123119	December 2019 Business expense	159.91
			***Total ***	159.91
<b>ACH004516</b>	<b>1/15/20</b>	<b>THOMAS</b>	<b>Jeffery Thomas</b>	
		123119	December 2019 Business expense	587.93
			***Total ***	587.93
<b>ACH004520</b>	<b>1/15/20</b>	<b>WAITER</b>	<b>Rachel Waite</b>	
		123119	December 2019 Business expense	127.60
			***Total ***	127.60
		<b>WILSON</b>	<b>Sarah C. Wilson</b>	
<b>ACH004522</b>	<b>1/15/20</b>	113019	November 2019 Business expense	26.04
<b>ACH004523</b>	<b>1/15/20</b>	123119	December 2019 Business expense	60.32
			***Total ***	86.36
<b>139471</b>	<b>1/31/20</b>	<b>THORSE</b>	<b>Jason Thorsell</b>	
		013120	January 2020 Business expense	32.69
			***Total ***	32.69

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the month of January 2020**

<b>Check #</b>	<b>Date</b>	<b>Vendor # Invoice/CM #</b>	<b>Name / Description</b>	<b>Net Amount</b>
<b>139472</b>	<b>1/31/20</b>	<b>USBANK</b>	<b>U.S. Bank</b>	
		0403/0640/5443-DEC19	11/23/19-12/23/19 Cal Card charges	25,534.01
			***Total ***	25,534.01
			(See attached sheet for details)	
<b>ACH004524</b>	<b>1/31/20</b>	<b>FINNEG</b>	<b>Joan Finnegan</b>	
		123119	December 2019 Business expense	83.50
			***Total ***	83.50
		<b>SECKEL</b>	<b>Karl Seckel</b>	
<b>ACH004530</b>	<b>1/31/20</b>	113019	November 2019 Business expense	13.27
<b>ACH004531</b>	<b>1/31/20</b>	123119	December 2019 Business expense	20.62
<b>ACH004532</b>	<b>1/31/20</b>	013120	January 2020 Business expense	81.94
			***Total ***	115.83
<b>Total Core Disbursements</b>				<b>31,366.32</b>

**Choice Disbursements:**

<b>139472</b>	<b>1/31/20</b>	<b>USBANK</b>	<b>U.S. Bank</b>	
		0640-DEC19	11/23/19-12/23/19 Cal Card charges	1,346.88
			***Total ***	1,346.88
			(See attached sheet for details)	
<b>Total Choice Disbursements</b>				<b>1,346.88</b>

**Other Funds Disbursements:**

<b>139425</b>	<b>1/9/20</b>	<b>ABOVEA</b>	<b>Above All Catering, Inc.</b>	
		C34009	11/7/19 Lunch for Water Use Efficiency Workgroup meeting (Re-issue)	474.15
		C34535	11/20/19 Lunch for CalWEP Board meeting (Re-issue)	306.68
			***Total ***	780.83
<b>139430</b>	<b>1/9/20</b>	<b>VERIZO</b>	<b>Verizon Wireless</b>	
		9844895714	December 2019 4G Mobile broadband unlimited service	76.02
			***Total ***	76.02
<b>139431</b>	<b>1/15/20</b>	<b>ATTUVEOC</b>	<b>AT&amp;T</b>	
		1812-JAN20	January 2020 WEROC N. EOC U-verse internet service	53.50
			***Total ***	53.50
<b>139432</b>	<b>1/15/20</b>	<b>ATTCALN</b>	<b>AT&amp;T</b>	
		000014099986	December 2019 WEROC N. & S. EOC telephone expense	309.56
		000014099987	December 2019 WEROC N. EOC telephone expense	107.96
			***Total ***	417.52

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the month of January 2020**

<b>Check #</b>	<b>Date</b>	<b>Vendor # Invoice/CM #</b>	<b>Name / Description</b>	<b>Net Amount</b>
<b>ACH004498</b>	<b>1/15/20</b>	<b>MESAWA 10034</b>	<b>Mesa Water District</b> November 2019 Credit for Local Resources program ***Total ***	 27,846.79 27,846.79
<b>ACH004511</b>	<b>1/15/20</b>	<b>SCHWENE 123119</b>	<b>Leslie Schwene</b> December 2019 Business expense ***Total ***	 25.06 25.06
<b>139447</b>	<b>1/29/20</b>	<b>DRIPPR S2D3-R-SOCO-38939-17428</b>	<b>Spray to Drip Program</b> S. Geddes ***Total ***	 356.80 356.80
		<b>TURFRP</b>	<b>Turf Removal Program</b>	
<b>139448</b>	<b>1/29/20</b>	<b>TR13-R-MNT-38736-37638</b>	H. Wang	3,114.00
<b>139449</b>	<b>1/29/20</b>	<b>TR13-R-MNT-38744-37647</b>	K. Saetang	2,460.00
<b>139450</b>	<b>1/29/20</b>	<b>TR13-R-ETWD-38788-37691</b>	L. Cucinella	1,876.00
<b>139451</b>	<b>1/29/20</b>	<b>TR13-R-ETWD-38808-37708</b>	J. Cronkite	678.00
<b>139452</b>	<b>1/29/20</b>	<b>TR13-R-MNT-38838-37741</b>	G. Dyakon	1,794.00
<b>139453</b>	<b>1/29/20</b>	<b>TR13-R-SM-38841-37745</b>	R. Widdowson	1,320.00
<b>139454</b>	<b>1/29/20</b>	<b>TR13-R-MNT-38849-37751</b>	S. Saremi	5,484.00
<b>139455</b>	<b>1/29/20</b>	<b>TR13-R-TUST-38858-37760</b>	V. Bonacci	1,258.00
<b>139456</b>	<b>1/29/20</b>	<b>TR13-R-SB-38872-37774</b>	S. Bremser	642.00
<b>139457</b>	<b>1/29/20</b>	<b>TR13-R-IRWD-38893-37787</b>	C. Bower	213.70
<b>139458</b>	<b>1/29/20</b>	<b>TR13-R-MNT-38914-37806</b>	G. Kjesbo	3,417.00
<b>139459</b>	<b>1/29/20</b>	<b>TR13-R-MNT-38938-37830</b>	A. May	1,257.98
<b>139460</b>	<b>1/29/20</b>	<b>TR13-R-MNT-39089-37968</b>	W. Callaghan	750.00
<b>139461</b>	<b>1/29/20</b>	<b>TR13-R-SOCO-39103-37980</b>	M. Hutchison	1,170.00
<b>139462</b>	<b>1/29/20</b>	<b>TR13-R-MNT-39108-37983</b>	V. Clements	1,593.00
<b>139463</b>	<b>1/29/20</b>	<b>TR13-R-O-39066-38029</b>	M. Eckert	5,100.00
<b>139464</b>	<b>1/29/20</b>	<b>TR13-R-MNT-39183-38052</b>	D. Frisk ***Total ***	2,901.00 35,028.68
<b>139466</b>	<b>1/31/20</b>	<b>HARRISD 123119</b>	<b>Daniel Harrison</b> December 2019 Business expense ***Total ***	 167.28 167.28
		<b>MFHETD</b>	<b>Multi Family HET Direct</b>	
<b>139468</b>	<b>1/31/20</b>	<b>011720TUSTINVILLAS</b>	Tustin Villas Apartments (Tustin)	5,000.00
<b>139469</b>	<b>1/31/20</b>	<b>011720TRASKI&amp;II</b>	Trask I & II Apartments (Westminster) ***Total ***	1,500.00 6,500.00
<b>139470</b>	<b>1/31/20</b>	<b>SANTI1 NOV2019</b>	<b>Santiago Aqueduct Commission</b> November 2019 SAC Pipeline Operation surcharge ***Total ***	 2,835.91 2,835.91

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the month of January 2020**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
<b>139472</b>	<b>1/31/20</b>	<b>USBANK 0640-DEC19</b>	<b>U.S. Bank</b> 11/23/19-12/23/19 Cal Card charges ***Total *** (See attached sheet for details)	2,188.12 2,188.12
<b>ACH004533</b>	<b>1/31/20</b>	<b>SANTAM NOV2019</b>	<b>Santa Margarita Water District</b> November 2019 SCP Pipeline Operation surcharge ***Total ***	24,994.69 24,994.69
<b>WIRE-200131</b>	<b>1/31/20</b>	<b>METWAT 9914</b>	<b>Metropolitan Water District</b> November 2019 Water deliveries ***Total ***	9,979,391.40 9,979,391.40
<b>Total Other Funds Disbursements</b>				<u>10,080,662.60</u>
<b>Total Disbursements</b>				<u><u>10,113,375.80</u></u>



Robert J. Hunter, General Manager



Hilary Chumpitazi, Treasurer

**Cal Card Charges**  
**Statement Date: December 23, 2019**  
**Payment Date: January 31, 2020**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
<b><u>Public Affairs Card</u></b>		
11/26/2019	10 Plastic storage boxes	\$ 96.87
12/5/2019	Supplies for Public Affairs Workshop meeting	67.65
12/9/2019	Lunch for 2020 OC Water Summit meeting	98.20
12/10/2019	Lunch for Public Affairs Workshop meeting	403.41
	<b>Total</b>	<b><u>\$ 666.13</u></b>

**Cal Card Charges**  
**Statement Date: December 23, 2019**  
**Payment Date: January 31, 2020**

Date	Description	Amount
<b><u>K. Seckel Card</u></b>		
11/21/2019	Lunch for Administration Staff Development meeting	\$ 127.45
11/21/2019	American Water Works Association North American Water Loss conference in Nashville, TN from Dec. 3-5, 2019 - Airfare for R. Davis	626.00
11/24/2019	10/24/19-11/23/19 Web hosting service for MWDOC website	15.67
11/25/2019	All-in-One desktop computer	1,041.15
11/25/2019	60 Signs printed for Water Use Efficiency Turf Removal program	593.59
11/25/2019	CalDesal conference in Santa Barbara, CA from Feb. 6-7, 2020 - Registration for C. Busslinger	250.00
11/25/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Airfare for H. De La Torre	277.96
11/26/2019	Water Treatment Operator Certification online class registration for L. Schwene	99.00
11/26/2019	American Water Works Association North American Water Loss conference in Nashville, TN from Dec. 3-5, 2019 - Registration for R. Davis	395.00
11/26/2019	11/18/19-11/17/20 License for Surveygizmo software	330.00
11/27/2019	4 Toner cartridges and photoconductor unit for Ricoh color printer	338.38
12/2/2019	12/1/19-12/31/19 E-mail service for California Sprinkler Adjustment Notification system	14.95
12/2/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Airfare for H. Baez	332.96
12/2/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Airfare change for H. De La Torre	55.00
12/2/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Airfare for M. Baum Haley	332.96
12/3/2019	American Water Works Association North American Water Loss conference in Nashville, TN from Dec. 3-5, 2019 - Accommodations for J. Berg	1,055.62 <sup>1</sup>
12/3/2019	American Water Works Association North American Water Loss conference in Nashville, TN from Dec. 3-5, 2019 - Accommodations for R. Davis	804.20
12/3/2019	Lunch for Staff Development meeting	235.99
12/4/2019	FedEx delivery charges for Xylem, Inc.	20.11
12/4/2019	California Chamber of Commerce annual membership renewal	849.00
12/4/2019	50 Cinemark movie tickets for employee purchase	485.00
12/5/2019	ACWA Fall conference in San Diego, CA from Dec. 3-5, 2019 - Accommodations for D. Micalizzi	615.42
12/5/2019	ACWA Fall conference in San Diego, CA from Dec. 3-5, 2019 - Accommodations for K. Seckel	541.56
12/5/2019	Orange County Emergency Management Organization Holiday lunch in Anaheim, CA	1,951.73 <sup>2</sup>
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for H. Baez	742.34
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for H. De La Torre	707.34
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for M. Baum Haley	707.34
12/6/2019	California Environmental Literacy Initiative Leadership Council meeting in Sacramento, CA on Dec. 18, 2019 - Airfare for T. Baca	368.96

**Cal Card Charges**  
**Statement Date: December 23, 2019**  
**Payment Date: January 31, 2020**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b>K. Seckel Card (Continued)</b>		
12/8/2019	FedEx delivery charges for R. Gastelum	23.66
12/8/2019	Rain jacket for Water Loss Control Shared Services staff	65.24
12/8/2019	Camping stool for Water Loss Control Shared Services	15.20
12/10/2019	Rain trouser for Water Loss Control Shared Services staff	152.22
12/11/2019	California Water Efficiency Partnership Plenary meeting in Santa Barbara from Dec. 10-11, 2019 - Accommodations for R. Waite	137.15
12/11/2019	700 Envelopes for 1099 forms and 100 W-2 forms	184.83
12/11/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Meal for H. Baez, M. Baum Haley and H. De La Torre	83.61
12/12/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Meal for H. Baez, M. Baum Haley and H. De La Torre	50.24
12/13/2019	FedEx delivery charges for James Barker	35.93
12/13/2019	Food for Staff Development meeting	30.49
12/13/2019	Computer supplies	84.82
12/13/2019	4 Computer monitors	600.21
12/15/2019	Earphones for Water Loss Control Shared Services	34.78
12/17/2019	Lunch for America's Water Infrastructure Act Workshop meeting	236.39
12/17/2019	Lunch for MWDOC Staff Grievance Procedures Training meeting	245.99
12/19/2019	3/1/20-2/28/21 International Public Management Association for Human Resoures membership renewal for C. Harris	109.00
12/20/2019	4 Toner cartridges for Ricoh color printer	148.41
12/21/2019	Flowers for MWDOC Staff member	87.24
<b>Total</b>		<b>\$ 16,240.09</b>

- 1 J. Berg reimbursed MWDOC \$280.07
- 2 OCEMO Lunch attendees reimbursed MWDOC



**Cal Card Charges**  
**Statement Date: December 23, 2019**  
**Payment Date: January 31, 2020**

Date	Description	Amount
<b><u>R. Hunter Card</u></b>		
11/23/19-12/23/19	Meals for R. Hunter's meetings	\$ 114.38
11/22/2019	California Foundation on the Environment and the Economy Water conference in Carlsbad, CA from Nov. 21-22, 2019 - Accommodations for Director Tamaribuchi	281.90
11/24/2019	California Environmental Dialogue Plenary meeting in Sacramento, CA from Dec. 1-3, 2019 - Accommodations for Director Yoo Schneider	532.65
11/24/2019	California Environmental Dialogue Plenary meeting in Sacramento, CA from Dec. 1-3, 2019 - Accommodations for Director Tamaribuchi	325.64
12/2/2019	Association of California Cities, Orange County Sacramento Advocacy Trip in Sacramento, CA from Jan. 27-28, 2020 - Registration for Director Barbre	795.00 [1]
12/2/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Accommodations balance for H. De La Torre	179.71
12/2/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Accommodations balance for M. Baum Haley	179.71
12/2/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Airfare for R. Hunter	410.96
12/4/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Accommodations balance for H. Baez	188.78
12/4/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 10-13, 2019 - Airfare change for H. Baez	103.00
12/5/2019	The Toll Roads FasTrak deposit for R. Hunter	100.00
12/5/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Accommodations balance for Director Barbre	371.89 [2]
12/5/2019	Legislative activities in Washington, DC from Feb. 25-28, 2020 - Airfare for Director Barbre	1,238.60 [3]
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for Director Tamaribuchi	707.34
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for R. Hunter	812.34
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for Director Thomas	836.86
12/6/2019	ACWA Fall conference in San Diego, CA from Dec. 3-6, 2019 - Accommodations for Director McVicker	878.10 [4]
12/11/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Accommodations refund for Director Thomas	(34.01) [5]
12/12/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Meal for R. Hunter, H. Baez, H. De La Torre, M. Baum Haley and 9 guests	442.00
12/13/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 12-14, 2018 - Accommodations refund for Director Barbre	(34.01) [6]
12/13/2019	Environmental & Water Resources Institute, World Environmental & Water Resources Congress in Henderson, NV from May 16-21, 2020 - Accommodations deposit for Director McVicker	120.84
12/13/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Meal for R. Hunter	30.98

**Cal Card Charges**  
**Statement Date: December 23, 2019**  
**Payment Date: January 31, 2020**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b><u>R. Hunter Card</u> (Continued)</b>		
12/13/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Parking for R. Hunter	50.00
12/14/2019	Colorado River Water Users Association conference in Las Vegas, NV from Dec. 11-13, 2019 - Accommodations refund for R. Hunter	(34.01) <sup>5</sup>
12/16/2019	Association of California Cities, Orange County Washington DC Advocacy Trip in Washington, DC from Apr. 21-23, 2020 - Airfare for Director Barbre	948.60 <sup>7</sup>
12/18/2019	Staff holiday luncheon	2,630.54
12/19/2019	Orange County Water Association Industry Insight presentation in Irvine, CA on Nov. 20, 2019 - Registration for Director McVicker partial refund	(15.00)
<b>Total</b>		<b><u>\$ 12,162.79</u></b>

- <sup>1</sup> Registration was canceled and refund received on 1/17/20
- <sup>2</sup> Director Barbre reimbursed MWDOC \$354.71
- <sup>3</sup> Director Barbre to reimburse MWDOC \$872.00
- <sup>4</sup> Director McVicker reimbursed MWDOC \$67.50
- <sup>5</sup> Early check-in was not used, refund received for rate difference
- <sup>6</sup> CRWUA 2018 conference hotel deposit was not refunded and held for 1 year due to late cancellation. 2018 deposit was not used for 2019 conference. After 1 year forfeiture fee was applied and difference was refunded
- <sup>7</sup> Director Barbre to reimburse MWDOC \$528.60

**Municipal Water District of Orange County**  
**GM Approved Disbursement Report <sup>(1)</sup>**  
**For the month of January 2020**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
<b>Core Disbursements:</b>				
<b>139429</b>	<b>1/9/20</b>	<b>2020-BOX20895</b>	<b>U.S. Postal Service</b> 2020 P.O. Box annual fee	1,240.00
			***Total ***	1,240.00
<b>139446</b>	<b>1/17/20</b>	<b>AVENUE M-JSYOZ90</b>	<b>Avenue of the Arts Costa Mesa</b> 2/12/20 Water Policy Dinner deposit for event facility	1,500.00
			***Total ***	1,500.00
<b>ACH004528</b>	<b>1/31/20</b>	<b>ULTIMS 13835124</b>	<b>Roth Staffing Companies, LP</b> 12/23/19-12/29/19 Temporary administration staff	662.24
			***Total ***	662.24
<b>ACH004529</b>	<b>1/31/20</b>	<b>ULTIMS 13837879</b>	<b>Roth Staffing Companies, LP</b> 12/30/19-1/5/20 Temporary administration staff	802.40
			***Total ***	802.40
			<b>Total Core Disbursements</b>	<b>4,204.64</b>
<b>Choice Disbursements:</b>				
			<b>Total Choice Disbursements</b>	<b>-</b>
<b>Other Funds Disbursements:</b>				
			<b>Total Other Funds Disbursements</b>	<b>-</b>
			<b>Total Disbursements</b>	<b>4,204.64</b>

  
 Robert J. Hunter, General Manager

  
 Hilary Chumpitazi, Treasurer

(1) For disbursements that did not make the cut-off of previous month's Disbursement Approval report.  
 Disbursements are approved by GM for payment and need A & F Committee ratification.

Municipal Water District of Orange County  
WATER USE EFFICIENCY PROJECTS  
Cash Flow as of 1/31/20

	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	TOTALS
<b>Cash - Beginning Balance</b>	\$ (592,088.86)	\$ (564,751.37)	\$ (605,357.98)	\$ (568,531.76)	\$ (703,896.86)	\$ (726,406.19)	\$ (823,747.11)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	
<b>REVENUES:</b>													
BUREC			49,393.62										\$ 49,393.62
City of Brea													-
City of Buena Park	111.00	150.00			291.00								552.00
City of Fountain Valley	111.00		114.00			333.00							558.00
City of Fullerton													-
City of Garden Grove													-
City of Huntington Beach													-
City of La Habra		222.00			222.00		444.00						1,110.00
City of San Clemente	515.00	444.99	455.00	553.73	791.30	838.96	750.00						4,349.00
City of San Juan Capistrano													-
City of Santa Ana													-
City of Tustin													-
City of Newport Beach		333.00	111.00			333.00	222.00						222.00
City of Orange							333.00						1,110.00
City of Westminster				111.00			111.00						222.00
County of Orange													-
Department of Water Resources		30,204.36											30,204.36
East Orange County Water District													-
El Toro Water District	2,614.00	1,924.00	924.00	384.19		635.00	865.00						7,346.19
Irvine Ranch Water District	6,632.11	18,446.65	6,790.00	11,748.75	3,111.37	2,445.07	14,176.63						63,350.98
Laguna Beach County Water District					308.00	65.00	3,119.20						3,492.20
Mesa Water District		306.45	207.24	166.48	198.00		210.00						1,088.17
Metropolitan Water District	17,249.94	878.64	115,504.83		100,463.03	124,715.69	34,804.87						393,617.00
Moulton Niguel Water District	36,055.78	25,127.90	13,476.61	62,561.25	22,124.86	33,014.96	25,893.00						218,254.36
Orange County Water District													-
Santa Margarita Water District													-
Trabuco Canyon Water District	537.90	273.96		675.00	377.99								1,864.85
Yorba Linda Water District			111.00			111.00							222.00
<b>Miscellaneous Revenues</b>													
Miscellaneous													-
Interest Revenue													-
<b>Total Revenues</b>	\$ 63,826.73	\$ 78,311.95	\$ 187,087.30	\$ 76,200.40	\$ 127,887.55	\$ 162,713.70	\$ 80,928.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 776,956.33
<b>EXPENDITURES:</b>													
Budget Based Tiered Rates, Ratefells					9,580.00								9,580.00
Droplet													-
IRWD				19,500.00			1,980.00						1,980.00
GardenSoft Corp													19,500.00
Golden State Water Company													-
City of Huntington Beach													-
Laguna Beach CWD													-
Large Plumbing					2,395.00	4,060.00							-
Metropolitan Water District				21,663.40									6,455.00
Mission RCD	6,476.15	8,985.40	110,600.00	810.35	8,664.23	6,766.30	6,500.00						21,663.40
Multi Family HET Direct					81,000.00	38,300.00	6,500.00						31,702.43
Plant Nerd							11,640.00						236,400.00
Recycled Water On Site Retrofit program													11,640.00
South Coast Water District		1,031.68	324.60	220.40	1,045.71	20.00	356.80						-
Spray to Drip program													2,979.19
SMWD													20.00
TerraWorks Studio													520.00
Turf Removal	25,029.55	101,394.48	38,571.48	159,487.56	46,351.94	188,702.32	35,028.68						594,546.01
Water Savings Incentive Program		5,382.00											5,382.00
Water Systems Optimization				5,218.62		20,761.00							25,979.62
<b>Miscellaneous Expenses</b>													
Miscellaneous	1,720.00												1,720.00
Interest Expense	2,413.74		765.00	3,495.17									5,908.91
Salary & Benefit	850.00	2,125.00		1,190.00	1,360.00	1,445.00							7,735.00
<b>Total Expenditures</b>	\$ 36,489.44	\$ 118,918.56	\$ 150,261.08	\$ 211,565.50	\$ 150,396.88	\$ 280,054.62	\$ 56,025.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 983,711.56
<b>Cash - Ending Balance</b>	\$ (564,751.37)	\$ (605,357.98)	\$ (605,357.98)	\$ (703,896.86)	\$ (726,406.19)	\$ (823,747.11)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	\$ (798,843.89)	



**Municipal Water District of Orange County**  
**Consolidated Summary of Cash and Investment**  
 December 31, 2019

Street Address:  
 18700 Ward Street  
 Fountain Valley, California 92708

Mailing Address:  
 P.O. Box 20895  
 Fountain Valley, CA 92728-0895

(714) 963-3058  
 Fax: (714) 964-9389  
[www.mwdoc.com](http://www.mwdoc.com)

Sat Tamaribuchi  
 President

Joan C. Finnegan  
 Vice President

Brett R. Barbre  
 Director

Larry D. Dick  
 Director

Bob McVicker, P.E., D.WRE  
 Director

Megan Yoo Schneider, P.E.  
 Director

Jeffery M. Thomas  
 Director

Robert J. Hunter  
 General Manager

**MEMBER AGENCIES**

City of Brea  
 City of Buena Park  
 East Orange County Water District  
 El Toro Water District  
 Emerald Bay Service District  
 City of Fountain Valley  
 City of Garden Grove  
 Golden State Water Co.  
 City of Huntington Beach  
 Irvine Ranch Water District  
 Laguna Beach County Water District  
 City of La Habra  
 City of La Palma  
 Mesa Water District  
 Moulton Niguel Water District  
 City of Newport Beach  
 City of Orange  
 Orange County Water District  
 City of San Clemente  
 City of San Juan Capistrano  
 Santa Margarita Water District  
 City of Seal Beach  
 Serrano Water District  
 South Coast Water District  
 Trabuco Canyon Water District  
 City of Tustin  
 City of Westminster  
 Yorba Linda Water District

District investments and cash balances are held in various funds designated for certain purposes as follows:

Fund	Book Value	% of Portfolio
<b>Designated Reserves</b>		
General Operations	\$3,830,240	22.10%
Grant & Project Cash Flow	1,500,000	8.66%
Election Expense	696,000	4.02%
Building Repair	444,186	2.56%
OPEB	297,147	1.71%
<b>Total Designated Reserves</b>	<b>6,767,573</b>	<b>39.05%</b>
<b>General Fund</b>	<b>8,719,610</b>	<b>50.31%</b>
<b>Water Fund</b>	<b>1,845,922</b>	<b>10.65%</b>
<b>Conservation Fund</b>	<b>(823,747)</b>	<b>(4.75%)</b>
<b>WEROC Fund</b>	<b>791,549</b>	<b>4.57%</b>
<b>Trustee Activities</b>	<b>29,608</b>	<b>0.17%</b>
<b>Total</b>	<b>\$17,330,515</b>	<b>100.00%</b>

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	1.52%	\$262,703	\$262,703
<b>Short-term investment</b>			
• LAIF	52.42%	\$9,084,063	\$9,084,063
• OCIP	28.17%	4,882,647	4,882,647
<b>Long-term investment</b>			
• Corporate Bond	6.64%	1,151,102	1,152,500
• Certificates of Deposit	11.25%	1,950,000	1,990,078
<b>Total</b>	<b>100.00%</b>	<b>\$17,330,515</b>	<b>\$17,371,991</b>

The average number of days to maturity/call as of December 31, 2019 equaled 150 and the average yield to maturity is 2.067%. During the month, the District's average daily balance was \$25,113,151.65. Funds were invested in Federal Agency Issues, Certificates of Deposit, Negotiable CD's, Miscellaneous Securities, the Local Agency Investment Funds (LAIF) and the Orange County Investment Pool (OCIP) during the month of December 2019.

The \$41,476 difference between the book value and the market value on December 31, 2019 represents the exchange difference if all investments had been liquidated on that date. Since it is the District's practice to "buy and hold" investments until maturity, the market values are a point of reference, not an indication of actual loss or gain. There are no current plans or cash flow requirements identified in the near future that would require the sale of these securities prior to maturity.

  
 Robert J. Hunter  
 General Manager

  
 Hilary Chumpitazi  
 Treasurer





# MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

## Portfolio Management - Portfolio Summary

December 31, 2019

12/31/2019	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,950,000.00	1,990,077.50	1,950,000.00	11.42	1,029	2.519
Corporate Bond	1,150,000.00	1,152,499.50	1,151,101.67	6.74	470	2.341
Local Agency Investment Funds	9,084,063.61	9,084,063.61	9,084,063.61	53.23	1	2.035
Orange County Investment Pool	4,882,646.73	4,882,646.73	4,882,646.73	28.61	1	1.881
<b>Total Investments</b>	<b>17,066,710.34</b>	<b>17,109,287.34</b>	<b>17,067,812.01</b>	<b>100.00</b>	<b>150</b>	<b>2.067</b>

<b>Cash</b>						
Cash	262,703.38	262,703.38	262,703.38		1	0.00
<b>Total Cash and Investments</b>	<b>17,329,413.72</b>	<b>17,371,990.72</b>	<b>17,330,515.39</b>		<b>150</b>	<b>2.067</b>

<b>Total Earnings</b>	<b>Month Ending December</b>	<b>Fiscal Year to Date</b>
Current Year	48,349.70	286,947.62
Average Daily Balance	25,113,151.65	
Effective Rate of Return	2.067%	

We certify that this report reflects the cash and investments of the Municipal Water District of Orange County and is in conformity with the Government Code requirements and the District Investment Policy and Guidelines in effect at the time of investment. The Investment Program herein shown provides sufficient cash flow liquidity to meet the next six month's estimated expenditure. The source for the market values are from Union Bank. Per Resolution 2059 there are no compliance exceptions to report.

  
Robert J. Hunter, General Manager

Date

2-6-2020

  
Hilary Chumplitazi, Treasurer

Date

02-06-2020

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**Portfolio Management**  
**Long-Term Portfolio Details - Investments**  
**December 31, 2019**

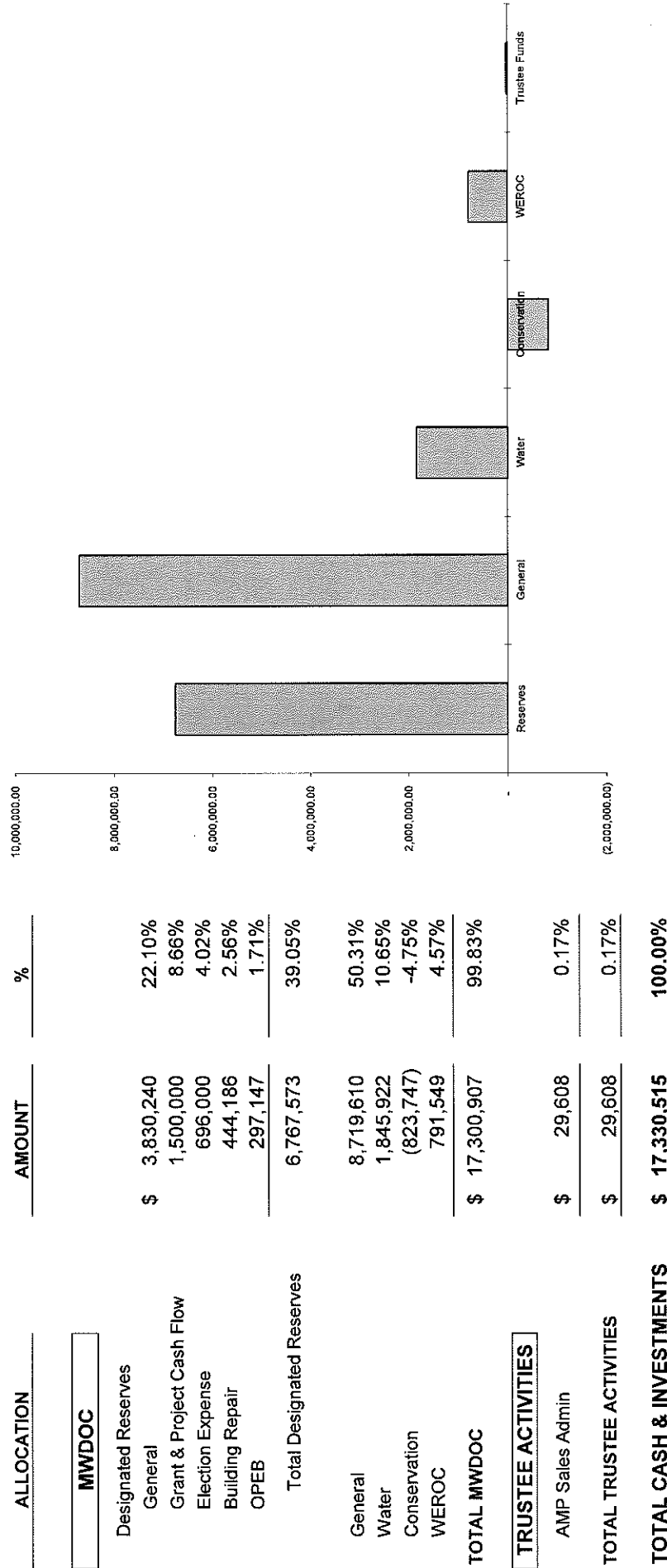
Issuer	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
<b>Negotiable Certificate Of Deposit</b>									
Barclays Bank	06740KKY2	9/27/2017	250,000.00	253,015.00	250,000.00	2.250	2.250	1,001	9/27/2022
Capital One Bank	14042TBQ9	8/7/2019	250,000.00	253,775.00	250,000.00	2.250	2.250	1,681	8/7/2024
Capital One NA	14042RMJ7	7/24/2019	250,000.00	253,247.50	250,000.00	2.200	2.200	1,667	7/24/2024
Citibank	17294XUN4	7/31/2019	250,000.00	251,072.50	250,000.00	2.200	2.200	213	7/31/2024
Comenity Capital	20033AUX2	7/25/2017	200,000.00	200,950.00	200,000.00	2.000	2.000	563	7/16/2021
Discover Bank	254673RV0	7/25/2018	250,000.00	262,607.50	250,000.00	3.300	3.300	1,302	7/25/2023
Goldman Sachs Bank	38148PT98	8/8/2018	250,000.00	263,170.00	250,000.00	3.350	3.350	1,316	8/8/2023
Morgan Stanley Bank	61747MJ36	2/1/2018	250,000.00	252,240.00	250,000.00	2.500	2.500	398	2/1/2021
<b>Sub Total</b>			<b>1,950,000.00</b>	<b>1,990,077.50</b>	<b>1,950,000.00</b>	<b>2.519</b>	<b>2.519</b>	<b>1,029</b>	
<b>Corporate Bond</b>									
JP Morgan Chase	48130USU0	12/23/2019	500,000.00	499,905.00	499,751.56	2.100	2.268	175	6/23/2023
National Rural Util Coop	63743FE51	7/27/2017	200,000.00	198,688.00	200,000.00	2.500	2.500	927	7/15/2022
Wells Fargo	94974BGR5	1/13/2016	250,000.00	251,522.50	250,308.09	2.550	2.409	342	12/7/2020
Westpac Banking Corp	981214DQ3	7/25/2017	200,000.00	202,384.00	201,042.02	2.500	2.278	910	6/28/2022
<b>Sub Total</b>			<b>1,150,000.00</b>	<b>1,152,499.50</b>	<b>1,151,101.67</b>	<b>2.337</b>	<b>2.341</b>	<b>470</b>	
<b>Total Investments</b>			<b>3,100,000.00</b>	<b>3,142,577.00</b>	<b>3,101,101.67</b>	<b>2.452</b>	<b>2.453</b>	<b>822</b>	
<b>Total Earnings</b>									
Current Year		<b>Month Ending December</b>	<b>Fiscal Year To Date</b>						
		6,403.79	40,117.19						

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**Portfolio Management**  
**Short-Term Portfolio Details - Cash and Investments**  
**December 31, 2019**

Investments	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
<b>Local Agency Investment Funds</b>									
LAIF LGIP	LAIF	6/30/2010	9,084,063.61	9,084,063.61	9,084,063.61	2.035	2.035	1	N/A
<b>Sub Total</b>			<b>9,084,063.61</b>	<b>9,084,063.61</b>	<b>9,084,063.61</b>	<b>2.035</b>	<b>2.035</b>	<b>1</b>	
<b>Orange County Investment Pool</b>									
County of Orange LGIP	OCIP	6/29/2005	4,882,646.73	4,882,646.73	4,882,646.73	1.881	1.881	1	N/A
<b>Sub Total</b>			<b>4,882,646.73</b>	<b>4,882,646.73</b>	<b>4,882,646.73</b>	<b>1.881</b>	<b>1.881</b>	<b>1</b>	
<b>Total Investments</b>			<b>13,966,710.34</b>	<b>13,966,710.34</b>	<b>13,966,710.34</b>	<b>1.981</b>	<b>1.981</b>		
<b>Cash</b>									
Petty Cash	CASH	7/1/2010	500.00	500.00	500.00	0.000	0.000	1	N/A
US Bank Cash	CASHUSBANK	7/25/2018	262,203.38	262,203.38	262,203.38	0.000	0.000	1	N/A
<b>Total Cash</b>			<b>262,703.38</b>	<b>262,703.38</b>	<b>262,703.38</b>	<b>0.000</b>	<b>0.000</b>	<b>1</b>	
<b>Total Cash and Investments</b>			<b>14,229,413.72</b>	<b>14,229,413.72</b>	<b>14,229,413.72</b>	<b>1.981</b>	<b>1.981</b>	<b>1</b>	
<b>Total Earnings</b>									
Current Year		Month Ending December	41,945.91	Fiscal Year To Date	246,830.43				



**Municipal Water District of Orange County  
Cash and Investments at December 31, 2019**



**MUNICIPAL WATER DIST OF ORANGE COUNTY**  
**PARS Post-Employment Benefits Trust****Account Report for the Period**  
**12/1/2019 to 12/31/2019**Rob Hunter  
General Manager  
Municipal Water Dist of Orange County  
18700 Ward Street  
Fountain Valley, CA 92708**Account Summary**

Source	Beginning Balance as of 12/1/2019	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 12/31/2019
OPEB	\$2,290,839.46	\$0.00	\$38,324.24	\$1,723.80	\$0.00	\$0.00	\$2,327,439.90
PENSION	\$439,347.42	\$0.00	\$7,349.99	\$330.56	\$0.00	\$0.00	\$446,366.85
<b>Totals</b>	<b>\$2,730,186.88</b>	<b>\$0.00</b>	<b>\$45,674.23</b>	<b>\$2,054.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,773,806.75</b>

**Investment Selection****Source**

OPEB	<b>Moderate HighMark PLUS</b>
PENSION	<b>Moderate HighMark PLUS</b>

**Investment Objective****Source**

OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.
PENSION	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

**Investment Return**

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	1.67%	4.54%	17.71%	8.62%	6.40%	-	10/26/2011
PENSION	1.67%	4.54%	17.79%	-	-	-	7/31/2018

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

## PARS DIVERSIFIED PORTFOLIOS MODERATE

Q4 2019

### WHY THE PARS DIVERSIFIED MODERATE PORTFOLIO?

#### Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

#### Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

#### Flexible Investment Options

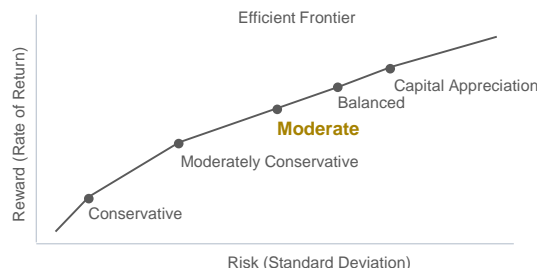
In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

#### Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

### INVESTMENT OBJECTIVE

To provide current income and moderate capital appreciation. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important.



### ASSET ALLOCATION — MODERATE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	40 - 60%	50%	50%
Fixed Income	40 - 60%	45%	48%
Cash	0 - 20%	5%	2%

### ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

#### HighMark Plus Composite (Active)

Current Quarter*	4.49%
Blended Benchmark*, **	4.49%
Year To Date	17.71%
Blended Benchmark**	17.65%
1 Year	17.71%
Blended Benchmark**	17.65%
3 Year	8.54%
Blended Benchmark**	8.27%
5 Year	6.39%
Blended Benchmark**	6.37%
10 Year	7.44%
Blended Benchmark**	7.51%

#### Index Plus Composite (Passive)

Current Quarter*	4.22%
Blended Benchmark*, **	4.49%
Year To Date	17.52%
Blended Benchmark**	17.65%
1 Year	17.52%
Blended Benchmark**	17.65%
3 Year	7.97%
Blended Benchmark**	8.27%
5 Year	6.07%
Blended Benchmark**	6.37%
10 Year	7.34%
Blended Benchmark**	7.51%

\* Returns less than one year are not annualized. \*\* Breakdown for Blended Benchmark: From 10/1/2012 – Present: 26.5% S&P500, 5% Russell Mid Cap, 7.5% Russell 2000, 3.25% MSCI EM (net), 6% MSCI EAFE (net), 33.50% BBG Barclays US Agg, 10% ICE BofA 1-3 Yr US Corp/Gov't, 1.50% ICE BofA US High Yield Master II, 1.75% Wilshire REIT, and 5% FTSE 1 Mth T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 43% S&P 500; 2% Russell 2000, 5% MSCI EAFE (net), 15% ICE BofA 1-3 Year Corp./Gov't, 30% BBG Barclays US Agg, 5% FTSE 1 Mth T-Bill. Prior to April 2007: the blended benchmark was 50% S&P 500, 15% ICE BofA 1-3Yr Corp/Gov, 30% BBG Barclays US Agg, and 5% FTSE 1 Mth T-Bill.

### ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

#### HighMark Plus Composite (Active)

2008	-22.88%
2009	21.47%
2010	12.42%
2011	0.55%
2012	12.25%
2013	13.06%
2014	4.84%
2015	0.14%
2016	6.45%
2017	13.19%
2018	-4.03%
2019	17.71%

#### Index Plus Composite (Passive)

2008	-18.14%
2009	16.05%
2010	11.77%
2011	2.29%
2012	10.91%
2013	12.79%
2014	5.72%
2015	-0.52%
2016	7.23%
2017	11.59%
2018	-4.03%
2019	17.52%

### PORTFOLIO FACTS

#### HighMark Plus (Active)

Composite Inception Date	10/2004
No of Holdings in Portfolio	19

#### Index Plus (Passive)

Composite Inception Date	05/2006
No of Holdings in Portfolio	12

## HOLDINGS

### HighMark Plus (Active)

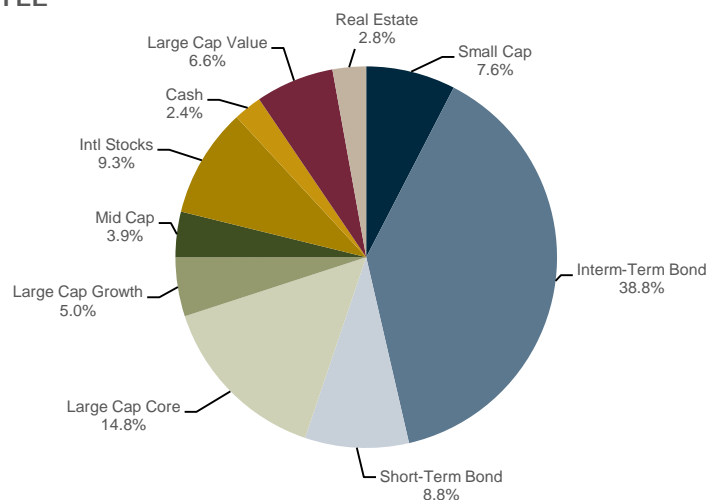
Columbia Contrarian Core I3  
Vanguard Growth & Income Adm  
Dodge & Cox Stock Fund  
iShares S&P 500 Value ETF  
Harbor Capital Appreciation - Retirement  
T. Rowe Price Growth Stock - I  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
Undiscovered Managers Behavioral Value-R6  
Victory RS Small Cap Growth - R6  
DFA Large Cap International Portfolio  
Dodge & Cox International Stock  
MFS International Growth - R6  
Hartford Schroders Emerging Markets Eq  
Vanguard Short-Term Invest-Grade Adm  
PIMCO Total Return Fund - Inst  
PGIM Total Return Bond - R6  
DoubleLine Core Fixed Income - I  
First American Government Obligations Z

### Index Plus (Passive)

iShares Core S&P 500 ETF  
iShares S&P 500 Value ETF  
iShares S&P 500 Growth ETF  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
iShares Russell 2000 Value ETF  
iShares Russell 2000 Growth ETF  
iShares MSCI EAFE ETF  
Vanguard FTSE Emerging Markets ETF  
Vanguard Short-Term Invest-Grade Adm  
iShares Core U.S. Aggregate  
First American Government Obligations Z

*Holdings are subject to change at the discretion of the investment manager.*

## STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark Capital Advisors (HCA) with full investment authority according to the PARS Moderate active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA US High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg Barclays U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUB). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. MUB, a subsidiary of MUFG Americas Holdings Corporation, provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.

## HIGHMARK CAPITAL MANAGEMENT

350 California Street  
Suite 1600  
San Francisco, CA 94104  
800-582-4734

### ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has nearly 100 years (including predecessor organizations) of institutional money management experience with \$8.9 billion in assets under management and \$8.5 billion in assets under advisement\*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

### ABOUT THE PORTFOLIO MANAGEMENT TEAM

#### Andrew Brown, CFA®

Senior Portfolio Manager  
Investment Experience: since 1994  
HighMark Tenure: since 1997  
Education: MBA, University of Southern California; BA, University of Southern California

#### Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager  
Investment Experience: since 2004  
HighMark Tenure: since 2014  
Education: BA, Colgate University

#### J. Keith Stribling, CFA®

Senior Portfolio Manager  
Investment Experience: since 1985  
HighMark Tenure: since 1995  
Education: BA, Stetson University

#### Christiane Tsuda

Senior Portfolio Manager  
Investment Experience: since 1987  
HighMark Tenure: since 2010  
Education: BA, International Christian University, Tokyo

#### Anne Wimmer, CFA®

Senior Portfolio Manager  
Investment Experience: since 1987  
HighMark Tenure: since 2007  
Education: BA, University of California, Santa Barbara

#### Randy Yurchak, CFA®

Senior Portfolio Manager  
Investment Experience: since 2002  
HighMark Tenure: since 2017  
Education: MBA, Arizona State University; BS, University of Washington

#### Asset Allocation Committee

Number of Members: 16  
Average Years of Experience: 28  
Average Tenure (Years): 15

#### Manager Review Group

Number of Members: 7  
Average Years of Experience: 19  
Average Tenure (Years): 7

\*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

# NET PERFORMANCE FEE ANALYSIS

As of December 31, 2019

## Over 1 Year

PARS/HIGHMARK	
<b>Moderate Active Strategy</b> (46% Fixed Income)	17.71%
minus weighted PARS administration fee	(-) 0.25%
minus weighted HighMark investment management fee	(-) 0.34%
<b>1-Year Net Return</b>	<b>17.12%</b>

## Over 3 Years

PARS/HIGHMARK	
<b>Moderate Active Strategy</b> (46% Fixed Income)	8.54%
minus weighted PARS administration fee	(-) 0.25%
minus weighted HighMark investment management fee	(-) 0.34%
<b>3-Year Net Return</b>	<b>7.95%</b>

## Over 5 Years

PARS/HIGHMARK	
<b>Moderate Active Strategy</b> (46% Fixed Income)	6.39%
minus weighted PARS administration fee	(-) 0.25%
minus weighted HighMark investment management fee	(-) 0.34%
<b>5-Year Net Return</b>	<b>5.80%</b>

CALPERS CERBT	
<b>Strategy 3</b> (49% Fixed Income)	16.19%
minus fees	(-) 0.10%
<b>1-Year Net Return</b>	<b>16.10%</b>

CALPERS CERBT	
<b>Strategy 3</b> (49% Fixed Income)	7.15%
minus fees	(-) 0.10%
<b>3-Year Net Return</b>	<b>7.06%</b>

CALPERS CERBT	
<b>Strategy 3</b> (49% Fixed Income)	5.08%
minus fees	(-) 0.10%
<b>5-Year Net Return</b>	<b>4.99%</b>

\* Subject to change due to rebalancing; fees are based on assets under \$5 million; past performance does not guarantee future results

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**COMBINED FINANCIAL STATEMENTS**  
**AND**  
**BUDGET COMPARATIVE**  
**JULY 1, 2019 THRU DECEMBER 31, 2019**

**Municipal Water District of Orange County  
Combined Balance Sheet  
As of December 31, 2019**

<b><u>ASSETS</u></b>	<b>Amount</b>
Cash in Bank	262,703.38
Investments	17,067,812.01
Accounts Receivable	38,063,578.82
Accounts Receivable - Other	71,355.63
Accrued Interest Receivable	148,049.76
Prepays/Deposits	360,191.76
Leasehold Improvements	3,833,004.08
Furniture, Fixtures & Equipment	573,533.87
Less: Accum Depreciation	<u>(3,138,954.12)</u>
<b>TOTAL ASSETS</b>	<b><u><u>\$57,241,275.19</u></u></b>
 <b><u>LIABILITIES AND FUND BALANCES</u></b>	
<b>Liabilities</b>	
Accounts Payable	36,282,760.93
Accounts Payable - Other	1,089.65
Accrued Salaries and Benefits Payable	473,903.95
Other Liabilities	2,109,967.01
Unearned Revenue	<u>802,012.18</u>
Total Liabilities	<b><u>39,669,733.72</u></b>
 <b>Fund Balances</b>	
Restricted Fund Balances	
Water Fund - T2C	<u>1,017,847.92</u>
Total Restricted Fund Balances	<b><u>1,017,847.92</u></b>
Designated Reserves	
General Operations	3,830,240.00
Grant & Project Cash Flow	1,500,000.00
Election Expense	696,000.00
Building Repair	444,186.00
OPEB	<u>297,147.00</u>
Total Designated Reserves	<b><u>6,767,573.00</u></b>
General Fund	3,453,610.06
General Fund Capital	682,542.68
WEROC Capital	140,436.58
WEROC	<u>225,385.05</u>
Total Unrestricted Fund Balances	<b><u>11,269,547.37</u></b>
Excess Revenue over Expenditures	
Operating Fund	5,147,552.17
Other Funds	<u>136,594.01</u>
Total Fund Balance	<b><u>17,571,541.47</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u><u>57,241,275.19</u></u></b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**From July thru December 2019**

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<b><u>REVENUES</u></b>						
Retail Connection Charge	0.00	7,888,929.60	7,888,930.00	100.00%	0.00	0.40
Ground Water Customer Charge	0.00	598,248.00	598,248.00	100.00%	0.00	0.00
Water rate revenues	0.00	8,487,177.60	8,487,178.00	100.00%	0.00	0.40
Interest Revenue	47,925.28	282,511.23	580,000.00	48.71%	0.00	297,488.77
Subtotal	47,925.28	8,769,688.83	9,067,178.00	96.72%	0.00	297,489.17
Choice Programs	0.00	1,195,073.28	1,472,622.00	81.15%	0.00	277,548.72
Miscellaneous Income	1,150.59	13,933.37	3,000.00	464.45%	0.00	(10,933.37)
Revenue Other	0.00	1,698.97	0.00	0.00%	0.00	(1,698.97)
School Contracts	15,034.22	27,652.39	118,213.00	23.39%	0.00	90,560.61
Delinquent Payment Penalty	0.00	225.32	0.00	0.00%	0.00	(225.32)
Transfer-In From Reserve	0.00	0.00	(42,870.00)	0.00%	0.00	(42,870.00)
Subtotal	16,184.81	1,238,583.33	1,550,965.00	79.86%	0.00	312,381.67
<b>TOTAL REVENUES</b>	<b>64,110.09</b>	<b>10,008,272.16</b>	<b>10,618,143.00</b>	<b>94.26%</b>	<b>0.00</b>	<b>609,870.84</b>



**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**From July thru December 2019**

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<b><u>EXPENSES</u></b>						
Salaries & Wages	322,243.54	1,903,366.15	4,052,038.00	46.97%	0.00	2,148,671.85
Salaries & Wages - Grant Recovery	0.00	0.00	(5,500.00)	0.00%	0.00	(5,500.00)
Salaries & Wages - Recovery	(1,213.80)	(7,078.68)	0.00	0.00%	0.00	7,078.68
Director's Compensation	19,645.92	114,133.44	268,132.00	42.57%	0.00	153,998.56
MWD Representation	9,667.04	62,679.84	153,218.00	40.91%	0.00	90,538.16
Employee Benefits	96,689.86	566,536.72	1,261,651.00	44.90%	0.00	695,114.28
CalPers Unfunded Liability Contribution	0.00	207,000.00	207,000.00	100.00%	0.00	0.00
Employee Benefits - Recovery	(231.20)	(1,348.32)	0.00	0.00%	0.00	1,348.32
Director's Benefits	11,547.57	65,624.67	93,947.00	69.85%	0.00	28,322.33
Health Insurance for Retirees	6,391.74	30,119.94	70,287.00	42.85%	0.00	40,167.06
Training Expense	1,972.65	17,149.07	32,000.00	53.59%	17,121.95	(2,271.02)
Tuition Reimbursement	0.00	2,552.62	5,000.00	51.05%	0.00	2,447.38
Temporary Help Expense	(140.68)	9,903.98	5,000.00	198.08%	4,145.82	(9,049.80)
Personnel Expenses	466,572.64	2,970,639.43	6,142,773.00	48.36%	21,267.77	3,150,865.80
Engineering Expense	43,626.15	158,352.50	435,000.00	36.40%	172,020.01	104,627.49
Legal Expense	17,734.35	141,009.60	200,000.00	70.50%	107,490.40	(48,500.00)
Audit Expense	0.00	19,767.00	29,240.00	67.60%	0.00	9,473.00
Professional Services	69,342.11	429,537.22	1,487,330.00	28.88%	631,530.18	426,262.60
Professional Fees	130,702.61	748,666.32	2,151,570.00	34.80%	911,040.59	491,863.09
Conference-Staff	645.00	15,306.00	40,535.00	37.76%	0.00	25,229.00
Conference-Directors	(15.00)	5,941.00	28,440.00	20.89%	0.00	22,499.00
Travel & Accom.-Staff	11,294.35	32,518.31	89,131.00	36.48%	0.00	56,612.69
Travel & Accom.-Directors	5,520.49	16,051.32	46,625.00	34.43%	0.00	30,573.68
Travel & Conference	17,444.84	69,816.63	204,731.00	34.10%	0.00	134,914.37
Membership/Sponsorship	958.00	119,906.33	114,966.00	104.30%	0.00	(4,940.33)
CDR Support	0.00	25,077.90	50,156.00	50.00%	25,077.90	0.20
Dues & Memberships	958.00	144,984.23	165,122.00	87.80%	25,077.90	(4,940.13)
Business Expense	114.38	1,158.72	5,200.00	22.28%	0.00	4,041.28
Maintenance Office	9,671.85	49,441.42	138,527.00	35.69%	85,428.54	3,657.04
Building Repair & Maintenance	1,048.76	5,345.63	20,000.00	26.73%	4,654.37	10,000.00
Storage Rental & Equipment Lease	1,631.06	2,907.11	3,616.00	80.40%	0.00	708.89
Office Supplies	3,245.31	16,983.64	36,000.00	47.18%	1,889.61	17,126.75
Supplies - Water Loss Control	413.00	4,515.11	2,033.00	222.09%	0.00	(2,482.11)
Postage/Mail Delivery	640.82	3,265.81	9,400.00	34.74%	1,468.15	4,666.04
Subscriptions & Books	0.00	380.60	1,500.00	25.37%	0.00	1,119.40
Reproduction Expense	(7.50)	26,426.41	61,000.00	43.32%	1,523.37	33,050.22
Maintenance-Computers	685.03	2,155.64	8,000.00	26.95%	1,948.40	3,895.96
Software Purchase	2,733.15	17,297.61	34,500.00	50.14%	0.00	17,202.39
Software Support	2,505.44	26,719.99	59,134.00	45.19%	1,200.00	31,214.01
Computers and Equipment	3,049.26	22,978.40	49,450.00	46.47%	0.00	26,471.60
Automotive Expense	1,927.73	11,134.17	19,300.00	57.69%	0.00	8,165.83
Vehicle Expense	424.28	1,367.65	13,160.00	10.39%	0.00	11,792.35
Toll Road Charges	151.39	669.51	2,400.00	27.90%	0.00	1,730.49
Insurance Expense	10,697.10	62,761.07	140,000.00	44.83%	0.00	77,238.93
Utilities - Telephone	2,036.49	12,001.81	25,773.00	46.57%	686.82	13,084.37
Bank Fees	0.00	88.33	1,200.00	7.36%	0.00	1,111.67
Miscellaneous Expense	16,616.19	47,445.52	108,100.00	43.89%	240.34	60,414.14
MWDOC's Contrb. to WEROC	19,081.50	114,489.00	273,367.00	41.88%	0.00	158,878.00
Depreciation Expense	3,482.29	20,893.77	0.00	0.00%	0.00	(20,893.77)
Other Expenses	80,147.53	450,426.92	1,011,660.00	44.52%	99,039.60	462,193.48
Building Expense	82,944.04	391,293.21	835,831.00	46.81%	130,695.50	313,842.29
Capital Acquisition	2,000.00	84,893.25	106,456.00	79.74%	0.00	21,562.75
TOTAL EXPENSES	780,769.66	4,860,719.99	10,618,143.00	45.78%	1,187,121.36	4,570,301.65
NET INCOME (LOSS)	(716,659.57)	5,147,552.17	0.00			

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**Water Fund**  
**From July thru December 2019**

	<b>Month to Date</b>	<b>Year to Date</b>	<b>Annual Budget</b>	<b>% Used</b>	<b>Budget Remaining</b>
<b><u>WATER REVENUES</u></b>					
Water Sales	24,587,618.70	85,904,990.70	232,376,274.00	36.97%	146,471,283.30
Readiness to Serve Charge	838,872.80	5,033,236.80	10,071,282.00	49.98%	5,038,045.20
Capacity Charge CCF	299,996.67	1,799,980.02	3,615,440.00	49.79%	1,815,459.98
SCP/SAC Pipeline Surcharge	23,769.25	183,048.62	350,000.00	52.30%	166,951.38
Interest	<u>1,962.36</u>	<u>11,468.36</u>	<u>20,000.00</u>	<u>57.34%</u>	<u>8,531.64</u>
<b>TOTAL WATER REVENUES</b>	<u>25,752,219.78</u>	<u>92,932,724.50</u>	<u>246,432,996.00</u>	<u>37.71%</u>	<u>153,500,271.50</u>
<b><u>WATER PURCHASES</u></b>					
Water Sales	24,587,618.70	85,904,990.70	232,376,274.00	36.97%	146,471,283.30
Readiness to Serve Charge	838,872.80	5,033,236.80	10,071,282.00	49.98%	5,038,045.20
Capacity Charge CCF	299,996.67	1,799,980.02	3,615,440.00	49.79%	1,815,459.98
SCP/SAC Pipeline Surcharge	<u>23,769.25</u>	<u>183,048.62</u>	<u>350,000.00</u>	<u>52.30%</u>	<u>166,951.38</u>
<b>TOTAL WATER PURCHASES</b>	<u>25,750,257.42</u>	<u>92,921,256.14</u>	<u>246,412,996.00</u>	<u>37.71%</u>	<u>153,491,739.86</u>
<b>EXCESS OF REVENUE OVER EXPENDITURES</b>	<u><u>1,962.36</u></u>	<u><u>11,468.36</u></u>	<u><u>20,000.00</u></u>		

**Municipal Water District of Orange County**  
**WUE Revenues and Expenditures (Actuals vs Budget)**  
**From July thru December 2019**

	Year to Date Actual	Annual Budget	% Used
<b>Spray To Drip Conversion</b>			
Revenues	3,066.39	110,562.00	2.77%
Expenses	<u>4,025.44</u>	<u>110,562.00</u>	3.64%
Excess of Revenues over Expenditures	(959.05)	0.00	
<b>Member Agency Administered Passthru</b>			
Revenues	255,900.00	616,000.00	41.54%
Expenses	<u>229,900.00</u>	<u>616,000.00</u>	37.32%
Excess of Revenues over Expenditures	26,000.00	0.00	
<b>ULFT Rebate Program</b>			
Revenues	4,078.01	27,500.00	14.83%
Expenses	<u>4,013.51</u>	<u>27,500.00</u>	14.59%
Excess of Revenues over Expenditures	64.50	0.00	
<b>HECW Rebate Program</b>			
Revenues	45,936.57	300,000.00	15.31%
Expenses	<u>45,744.98</u>	<u>300,000.00</u>	15.25%
Excess of Revenues over Expenditures	191.59	0.00	
<b>CII Rebate Program</b>			
Revenues	0.00	305,000.00	0.00%
Expenses	<u>(270.00)</u>	<u>305,000.00</u>	-0.09%
Excess of Revenues over Expenditures	270.00	0.00	
<b>Turf Removal Program</b>			
Revenues	571,653.78	835,776.00	68.40%
Expenses	<u>579,934.31</u>	<u>835,776.00</u>	69.39%
Excess of Revenues over Expenditures	(8,280.53)	0.00	
<b>Comprehensive Landscape (CLWUE)</b>			
Revenues	20,944.72	110,558.00	18.94%
Expenses	<u>41,598.39</u>	<u>116,450.00</u>	35.72%
Excess of Revenues over Expenditures	(20,653.67)	(5,892.00)	
<b>Recycled Water Program</b>			
Revenues	0.00	19,750.00	0.00%
Expenses	<u>0.00</u>	<u>19,750.00</u>	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
<b>WSIP - Industrial Program</b>			
Revenues	0.00	45,000.00	0.00%
Expenses	<u>0.00</u>	<u>45,000.00</u>	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
<b>WUE Projects</b>			
Revenues	901,579.47	2,370,146.00	38.04%
Expenses	<u>904,946.63</u>	<u>2,376,038.00</u>	38.09%
Excess of Revenues over Expenditures	(3,367.16)	(5,892.00)	
<b>WEROC</b>			
Revenues	343,467.00	652,564.00	52.63%
Expenses	<u>171,977.28</u>	<u>624,478.00</u>	27.54%
Excess of Revenues over Expenditures	171,489.72	28,086.00	



## Memorandum

**DATE:** February 12, 2020

**TO:** Administrative & Finance Committee  
(Directors Thomas, Finnegan, Dick)

**FROM:** Robert Hunter

**SUBJECT:** Quarter ending December 2019 Fiscal YTD Financials Actual versus Budget

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The following reports are attached:

- Revenues and Expenditures Actual versus Budget for the General Fund
- Revenues and Expenditures Actual versus Budget Detailed Comparative Report for the General Fund
- Revenues and Expenditures Actual versus Budget for Water Funds
- Revenues and Expenditures Actual versus Budget for Other Funds
- Revenues and Expenditures Actual versus Budget for the Water Use Efficiency Projects

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Revenues and Expenditures Actual versus Budget Summary Report  
Fiscal Year to Date ending December 2019 (Unaudited)  
( \$000 Omitted )  
General Fund and Reserve Fund

GENERAL FUND

	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
<u>REVENUES</u>			
Water Rate revenues:			
Retail Connection Charge	7,889	7,889	100.00%
Ground Water Customer Charge	598	598	100.00%
Subtotal	<u>8,487</u>	<u>8,487</u>	<u>100.00%</u>
Other Revenues:			
Interest income	282	580	48.62%
Choice Programs <sup>(1)</sup>	1,195	1,473	81.15%
School Contracts <sup>(2)</sup>	28	118	23.39%
Other income <sup>(3)</sup>	16	3	528.59%
Transfer in from Reserve <sup>(4)</sup>	0	(43)	0.00%
Subtotal	<u>1,521</u>	<u>2,131</u>	<u>71.36%</u>
<b>TOTAL REVENUES</b>	<u><u>10,008</u></u>	<u><u>10,618</u></u>	<u><u>94.25%</u></u>
<u>EXPENSES</u>			
Personnel Expenses (incl. Dir.)	2,970	6,143	48.35%
Professional services <sup>(5)</sup>	449	1,517	29.63%
Outside engineering <sup>(6)</sup>	158	435	36.40%
Legal expense <sup>(7)</sup>	141	200	70.51%
Travel & Conference <sup>(8)</sup>	70	205	34.10%
Dues and memberships <sup>(9)</sup>	145	165	87.80%
General & Admin expense	450	1,012	44.52%
Building repair & expense	391	836	46.81%
Capital acquisition (not including building repairs) <sup>(10)</sup>	85	106	79.74%
<b>TOTAL EXPENSES</b>	<u><u>4,860</u></u>	<u><u>10,618</u></u>	<u><u>45.77%</u></u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u><u>5,148</u></u>		

RESERVE FUND

Beginning Balance	6,132
Nov 2019 - excess from FY2018-19 General Fund	635
<b>TOTAL RESERVE FUND</b>	<u><u>6,767</u></u>

(1) Choice Programs are paid in the beginning of the fiscal year

(2) School Contracts begin in September

(3) Other Income - Refund of unspent technical assistance research from Doheny (8 years ago) and a delinquent water payment

(4) Transfer in from Reserves is moved at year-end

(5) Professional Services - Projects in process

(6) Outside Engineering - Projects in process

(7) Legal expense includes unanticipated events

(8) Travel & Conference scheduled throughout the fiscal year

(9) Dues and memberships are generally paid early in the fiscal year

(10) Capital acquisition projects are underway

Municipal Water District of Orange County  
Revenues and Expenditures Actual vs Budget Line Item Report  
Fiscal Year to Date ending December 2019 (Unaudited)  
General Fund

	YTD ACTUAL	ANNUAL BUDGET	% Used
<b>REVENUES</b>			
Retail Connection Charge	7,888,930	7,888,930	100.00%
Ground Water Customer Charge	598,248	598,248	100.00%
Water Rate Revenues	8,487,178	8,487,178	100.00%
Choice Programs	1,195,073	1,472,622	81.15%
Interest Revenue	282,511	580,000	48.71%
Miscellaneous Income	15,858	3,000	528.59%
School Contracts	27,652	118,213	23.39%
Transfer in from Reserve	0	(42,870)	0.00%
<b>Other Revenues</b>	<b>1,521,094</b>	<b>2,130,965</b>	<b>71.38%</b>
<b>TOTAL REVENUES</b>	<b>10,008,272</b>	<b>10,618,143</b>	<b>94.26%</b>

<b>OPERATING EXPENSES</b>			
Salaries & Wages	1,903,366	4,052,038	46.97%
less Recovery's	(7,079)	(5,500)	128.71%
Directors' Compensation	114,133	268,132	42.57%
MWD Representation	62,680	153,218	40.91%
Employee Benefits	566,537	1,261,651	44.90%
less Recovery's	(1,348)	0	0.00%
CALPERS Unfunded Liability Contribution	207,000	207,000	100.00%
Directors Benefits	65,625	93,947	69.85%
Health Insurances for Retirees	30,120	70,287	42.85%
Training Expense	17,149	32,000	53.59%
Tuition Reimbursement	2,552	5,000	51.04%
Temporary Help Expense	9,904	5,000	198.08%
<b>Personnel Expenses</b>	<b>2,970,639</b>	<b>6,142,773</b>	<b>48.36%</b>
Engineering Expense	158,352	435,000	36.40%
Legal Expense	141,010	200,000	70.51%
Audit Expense	19,767	29,240	67.60%
Professional Services	429,537	1,487,330	28.88%
<b>Professional Fees</b>	<b>748,666</b>	<b>2,151,570</b>	<b>34.80%</b>
Conference-Staff	15,306	40,535	37.76%
Conference-Directors	5,941	28,440	20.89%
Travel & Accom.-Staff	32,518	89,131	36.48%
Travel & Accom.-Directors	16,052	46,625	34.43%
<b>Travel &amp; Conference</b>	<b>69,817</b>	<b>204,731</b>	<b>34.10%</b>
Membership/Sponsorship	119,906	114,966	104.30%
CDR Support	25,078	50,156	50.00%
<b>Dues &amp; Memberships</b>	<b>144,984</b>	<b>165,122</b>	<b>87.80%</b>

Municipal Water District of Orange County  
Revenues and Expenditures Actual vs Budget Line Item Report  
Fiscal Year to Date ending December 2019 (Unaudited)  
General Fund

	YTD ACTUAL	ANNUAL BUDGET	% Used
Business Expense	1,159	5,200	22.29%
Maintenance Office	49,441	138,527	35.69%
Building Repair & Maintenance	5,346	20,000	26.73%
Storage Rental & Equipment Lease	2,907	3,616	80.39%
Office Supplies	16,984	36,000	47.18%
Supplies - Water Loss Control	4,515	2,033	222.09%
Postage/Mail Delivery	3,266	9,400	34.74%
Subscriptions & Books	381	1,500	25.40%
Reproduction Expense	26,426	61,000	43.32%
Maintenance-Computers	2,156	8,000	26.95%
Software Purchase	17,298	34,500	50.14%
Software Support	26,720	59,134	45.19%
Computers and Equipment	22,978	49,450	46.47%
Automotive Expense	11,134	19,300	57.69%
Vehicle Expense	1,368	13,160	10.40%
Toll Road Charges	669	2,400	27.88%
Insurance Expense	62,761	140,000	44.83%
Utilities - Telephone	12,002	25,773	46.57%
Bank Fees	88	1,200	7.33%
Miscellaneous Expense	47,446	108,100	43.89%
MWDOC's Contribution to WEROC	114,489	273,367	41.88%
Depreciation Expense	20,894	0	0.00%
MWDOC Building Expense	391,293	835,831	46.81%
Capital Acquisition	84,893	106,456	79.74%
<b>Other Expenses</b>	<b>926,614</b>	<b>1,953,947</b>	<b>47.42%</b>
<b>TOTAL EXPENSES</b>	<b>4,860,720</b>	<b>10,618,143</b>	<b>45.78%</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>5,147,552</b>	<b>0</b>	

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Statement of Revenues and Expenditures  
Fiscal Year to Date ending December 2019 (Unaudited)  
Water Funds

	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>Balance</u>
<b><u>Water Revenues</u></b>			
Water Sales	85,904,991	232,376,274	(146,471,283)
Readiness to Serve Charge	5,033,237	10,071,282	(5,038,045)
Capacity Charge CCF	1,799,980	3,615,440	(1,815,460)
SCP/SAC Pipeline Surcharge	183,049	350,000	(166,951)
Interest	11,468	20,000	(8,532)
Total Water Revenues	<u>92,932,725</u>	<u>246,432,996</u>	<u>(153,500,271)</u>
<b><u>Water Purchases</u></b>			
Water Sales	85,904,991	232,376,274	(146,471,283)
Ready to Serve Charge	5,033,237	10,071,282	(5,038,045)
Capacity Charge	1,799,980	3,615,440	(1,815,460)
SCP/SAC Pipeline Surcharge	183,049	350,000	(166,951)
Total Water Purchases	<u>92,921,257</u>	<u>246,412,996</u>	<u>(153,491,739)</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>11,468</u>	<u>20,000</u>	<u>(8,532)</u>



MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Revenues and Expenditures Actual versus Budget  
Fiscal Year to Date ending December 2019 (Unaudited)  
Other Funds

	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>Balance</u>
<b><u>WEROC</u></b>			
Revenues	343,467	652,564	(309,097)
Expenditures	171,977	624,478	(452,501)
Excess of Revenues over Expenditures	<u>171,490</u>	<u>28,086</u>	<u>143,404</u>

**WUE Projects (details on next page)**

Revenues	901,579	2,370,146	(1,468,567)
Expenditures	904,947	2,376,038	(1,471,091)
Excess of Revenues over Expenditures	<u>(3,367)</u>	<u>(5,892)</u>	<u>2,525</u>

Footnote:

- 1) The excess of expense over revenue is waiting for reimbursement.
- 2) USBR (Federal) Grant is billed in October and April with funds being received one month later.
- 3) DWR is billed quarterly to county and takes a few months to a year to receive funds.

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Revenues and Expenditures Actual versus Budget  
Fiscal Year to Date ending December 2019 (Unaudited)  
Water Use Efficiency Projects

	<u>Actual</u>	<u>Variance %</u>	<u>Fiscal Year Budget</u>	<u>% of Budget</u>	<u>Projected Final FY Budget</u>
<b><u>Spray to Drip Conversion</u></b>					
Revenues	3,066		110,562	2.77%	110,562
Expenditures	4,025		110,562	3.64%	110,562
Excess of Revenues over Expenditures	(959)	-31%			

Actual Variance: Payment to Program Participants ahead of Grant, Metropolitan (on water bill), and Retail Water Agencies reimbursements.

Budget Variance: To be on target the % of Budget should be closer to 50%, but with 50% of the implementation year left, there is time to increase the numbers. All reporting is current. Have requested marketing to increase to build participation.

**Member Agency Administered Pass thru**

Revenues	255,900		616,000	41.54%	616,000
Expenditures	229,900		616,000	37.32%	616,000
Excess of Revenues over Expenditures	26,000	10%			

Actual Variance: Posted revenues out ahead of expenditures. Revenue comes from reporting to Metropolitan on program activity. All reporting current.

Budget Variance: Slightly behind target set for this time of year at 50%.

**ULFT Rebate Program**

Revenues	4,078		27,500	14.83%	27,500
Expenditures	4,014		27,500	14.59%	27,500
Excess of Revenues over Expenditures	65	2%			

Actual Variance: This tracks MWDOC member agencies activities to provide supplemental funding to increase activity in their service territories.

Budget Variance: Actual Budget is at 14.83%, still time to achieve 100% by year's end.

**HECW Rebate Program**

Revenues	45,937		300,000	15.31%	300,000
Expenditures	45,745		300,000	15.25%	300,000
Excess of Revenues over Expenditures	192	0%			

Actual Variance: This tracks MWDOC member agencies activities to provide supplemental funding to increase activity in their service territories.

Budget Variance: Actual Budget is at 15.31%, still time to achieve 100% by year's end.

**CII Rebate Program**

Revenues	-		305,000	0.00%	305,000
Expenditures	(270)		305,000	-0.09%	305,000
Excess of Revenues over Expenditures	270	0%			

Actual Variance: Expenses were transferred to correct program

Budget Variance: This tracks MWDOC member agencies activities to provide supplemental funding to increase CII activity in their service territories. Currently a handful of agencies who indicated they would provide funding have yet to start. Several agencies have indicated after the start of the fiscal year they no longer would provide supplemental funding.

Notes:

[1] Variance from Revenues to Expenses. When greater than 5%, an explanation is provided.

[2] Fiscal year budget versus Actual

[3] With each quarterly report the projected fiscal year end budget may be re-adjusted.

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Revenues and Expenditures Actual versus Budget  
Fiscal Year to Date ending December 2019 (Unaudited)  
Water Use Efficiency Projects

	<u>Actual</u>	<u>Variance %</u>	<u>Fiscal Year Budget</u>	<u>% of Budget</u>	<u>Projected Final FY Budget</u>
<b><u>Turf Removal Program</u></b>					
Revenues	571,654		835,776	68.40%	835,776
Expenditures	579,934		835,776	69.39%	835,776
Excess of Revenues over Expenditures	(8,281)	-1%			

Actual Variance: On target. All reporting current.

Budget Variance: Ahead of schedule. At the halfway point in the budget year we should be at 50%.

<b><u>Comprehensive Landscape (CLWUE)</u></b>					
Revenues	20,945		110,558	18.94%	110,558
Expenditures	41,598		116,450	35.72%	116,450
Excess of Revenues over Expenditures	(20,654)	-99%	(5,892)		

Actual Variance: Grant funded program. Granting agencies are slow to provide their funding. All reporting is current.

Budget Variance: Actual Budget is at 35.72%, still time to achieve 100% by year's end.

<b><u>Recycled Water Program</u></b>					
Revenues	-		19,750	0.00%	19,750
Expenditures	-		19,750	0.00%	19,750
Excess of Revenues over Expenditures	-	0%			

Actual Variance: Funding activity for this program comes from a USBR grant agreement. Agreement term began Oct 1, 2019. Grant funds to be expended throughout the remaining fiscal year.

Budget Variance: See Actual Variance explanation

<b><u>WSIP - Industrial Program</u></b>					
Revenues	-		45,000	0.00%	45,000
Expenditures	-		45,000	0.00%	45,000
Excess of Revenues over Expenditures	-	0%			

Actual Variance: Funding for the program comes from 3 grants sources that we currently have or will come on line within the coming months. Should see activity on these projects prior to the end of the fiscal year.

Budget Variance: Several projects in the queue to finish this year.

Notes:

[1] Variance from Revenues to Expenses. When greater than 5%, an explanation is provided.

[2] Fiscal year budget versus Actual

[3] With each quarterly report the projected fiscal year end budget may be re-adjusted.



**DISCUSSION ITEM**

February 12, 2020

**TO: Board of Directors**

**FROM: Administration & Finance Committee  
(Directors Thomas, Finnegan, Dick)**

**Robert Hunter  
General Manager**

**Staff Contact: Hilary Chumpitazi**

**SUBJECT: First Draft of the FY 2020-21 Budget**

**STAFF RECOMMENDATION**

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Staff recommends the Administration & Finance Committee, MWD OC Board of Directors, Member Agencies, and the public review, discuss and provide input and comments on the first draft of MWD OC's budget for FY2020-21.

Pertinent aspects of the fourth draft budget include:

1. The first draft budget includes a proposed increase of \$0.35 (2.8%) to the retail service charge bringing the retail rate to \$12.75 per retail meter. The groundwater customer charge to OCWD increases by \$5,956 (1.0%) to \$604,204.
2. The first draft has a budget total of \$236,830,386 (revenue) including Core & Choice, water sales, outside funding, and WEROC. This is a decrease of approximately 9% almost exclusively attributable to the decrease in water sales. This does not factor in the proposed Metropolitan rate increase that will likely be a multi-category average of 5% for last six-months of the fiscal year.
3. The consolidated general fund budget is \$10,789,323 (revenue) with an increase of \$128,310 (0.1%).
4. The total revenue amount for the Core budget is \$9,239,956; an increase of \$169,778 or 1.9% over the current year's budget. This includes a \$122,000 (21%) reduction in interest revenue.
5. The proposed first draft budget includes a planned reserves contribution of \$19,529 and essentially fully funds the reserves to the target levels.
6. The unfunded CALPERS liability annual payment of \$207,000 is proposed. This will be the third year of the ten-year funding program.

<b>Budgeted (Y/N): NA</b>	Budgeted amount: n/a	Core X	Choice __
<b>Action item amount:</b>	Line item:		
<b>Fiscal Impact (explain if unbudgeted):</b>			

7. The proposed salary contribution pool is at 5.68% of salaries and wages and reflects the rate of inflation (CPI = 3.07%) and merit considerations. No COLA (Cost of Living Adjustment) is being proposed.
8. There is no proposed increase in the Full-time Employee staffing level (33.00 FTE). There is a 0.97 FTE increase in intern and Part-time WEROC employees. The intern position is for the Water Loss Program and the WEROC position is a project position for the AWIA program.
9. There was a major adjustment to the Election Reserve in FY 2019-20 with an additional, unbudgeted contribution of \$637,000. This was based on a new cost estimate from the O.C. Registrar of Voters of up to \$133,185 per division.
10. Building Improvement and Capital Acquisition expenses both have significant carryovers from the current fiscal year budget. The project is currently in the third review cycle and hopefully final plan review with the City of Fountain Valley. The majority of the project will be completed in FY 2020-21
11. The proposed budget includes two periodic studies. The triennial Benchmark Study which compares MWDOC's job classifications and salaries to the market (\$36,000). The budget also includes a rate study (\$82,500) on the 5-year cycle.
12. The proposed budget also includes a new accounting software package (\$80,000) as previously discussed in committee.
13. There is a substantial increase in the staff development/technical leadership training (\$62,5000) which is partially offset by the elimination of the Business Continuity Consultant (\$40,000) that was required this year for the AWIA Program.
14. Outside funding for Water Use Efficiency (WUE) from rebates and grants is budgeted at \$1,579,934; a decrease of \$790,213 over this year's budget.
15. Annual Local Resource Project (LRP) funding will decrease 10.7% as approximately 3,000 acre feet of local project water production completes its funding cycle.
16. Total outside funding (WUE & Local Resource Project (LRP) sources) is budgeted to be approximately \$6,426,193.
17. As last year, the schedule for the budget process impacts the timing of Choice budget elections by Member Agencies. Therefore, the Choice budget estimates in the first draft budget should be considered preliminary.

Proposed new items that are not incorporated in the budget pending Committee discussion include:

- A. Two new organization memberships
  - a. California Environmental Literacy Initiative (\$2,500)
  - b. Department of Water Resources Education Committee (\$2,500)
- B. Eight new conferences/meetings
  - a. AWWA Sustainable Water Management (Water Loss Program)
  - b. California Environmental Literacy Initiative (Public Affairs)
  - c. CalPERS (Administration)
  - d. California Municipal Utilities Association (CMUA) - Capital Days (Government Affairs)
  - e. CMUA – Annual Conference (Government Affairs)

- f. Department of Water Resources Education Committee (Public Affairs)
  - g. Liebert Cassidy Whitmore – Annual Public Sector Conference (Administration)
  - h. Public Relations Society of America (Public Affairs)
- C. Sponsorship of the Science Fair

A reminder that memberships outlined in the Budget (Exhibit D) are approved by the Board with approval of the budget and therefore, each membership will not be brought back to the Board for approval on an individual basis. However, any new memberships not included in the budget will be brought to the Board for consideration.

Similar to memberships, budget approval for conferences includes Board and Staff approval for attendance at “standard conferences”. Standard conferences are those listed on Exhibits E and F and approval includes staff travel/attendance at any out of state conferences listed on Exhibits E and F. Subsequent to the budget adoption, any new, out of state conferences will be brought to the Board for consideration.

### **COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

### **CHANGES FROM THE PRIOR DRAFT TO CURRENT DOCUMENT**

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This is the first draft budget. Therefore there is no prior draft or changes.

### **MAJOR YEAR-TO-YEAR CHANGES IN THE CURRENT BUDGET**

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The year-to-year (Y-T-Y) changes in the total Core expenses between FY2019-20 and FY2020-21 produce an increase of \$193,119 (2.1%).

- The largest Y-T-Y Core expense increase (\$211,268) is in the cost categories for Employee, MWDOC Director and MWD Director salaries, wages and benefits. This represents a 4.12% increase in these categories. However these expense categories represent almost 58% of the total Core expenses.
- The other large increases in descending order are Professional Fees (\$87,257 – Benchmark and Rate studies), Software Support & Expense (\$76,006 – Accounting Software), and Training Expense (\$62,500 - staff development/technical training/leadership training).
- The Membership/Sponsorship expenses only include items previously approved by the Board of Directors.
- Significant Y-T-Y Core expense decreases include Engineering Expense (\$95,000), WEROC Capital Improvements (\$44,389), and Insurance Expense (\$30,000).

Choice Y-T-Y expenses are largely unchanged at this point in the budget process. The year-to-year changes in the total Choice expenses between FY2019-20 and FY2020-21 are down \$41,469 (2.6%).

## DETAILED REPORT

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The FY2020-21 MWDOC Budget is developed through a transparent and iterative process. Key topics discussed below include:

1. MWDOC Budget Process & Schedule
2. Budget Principles
3. Reserves
4. Compensation Pool Guidelines
5. Budget Input from Member Agencies
6. Key Priorities & Initiatives for FY 2020-2021
7. Core/Choice Programs
8. Water Rates and Charges
9. Proposed New Items Not Included Pending Committee Discussion

A short discussion on each item follows:

### 1. **MWDOC Budget Process & Schedule**

MWDOC's budget schedule is designed to accommodate the budget and rate schedules of our Member Agencies. MWDOC's schedule also moves in sync with that of Metropolitan.

Under this schedule, the Year-End Projections and Conceptual Budget were discussed at the January 8 Administration & Finance (A&F) Committee. The first draft budget is presented at the February 12 A&F Committee meeting. The second and third draft budgets are scheduled for the March 11 and April 8. The final budget is scheduled for approval by the MWDOC Board of Directors at the April 15, 2020 Board meeting.

Similar to last year, the Choice budget elections and commitments will lag behind this proposed schedule; and staff will bring back to the Board a revised Final Choice Budget in September 2020 to reflect the reconciliations and final program commitments of our Member Agencies. Changes in Choice programs do not impact the rates and charges passed in April for Core activities.

### 2. **MWDOC Budget Principles for FY2020-21**

Staff continues to utilize the following Budget Principles to develop the draft budget:

- **Principle #1: Budget Investments Align with MWDOC's Priorities & Values**  
The Budget should reflect the mission and goals of MWDOC and align proposed activities with the valued benefits of the Board and our stakeholders. The budget process should be transparent and readily facilitate public review and input.
- **Principle #2: Activities Based on a County-wide Perspective**  
MWDOC's service area extends to Orange County's borders and the budgeted activities must comprehensively address issues, needs, and benefits for the entire service area and our regional involvement in the service area and

operations of the Metropolitan Water District of Southern California (MET).

- **Principle #3: Efficient Program Design & Performance**  
The budgeted programs must consider complementary and cooperative designs to maximize benefits from other regional and local water resource programs to maximize value.
- **Principle #4: Full Cost Recovery**  
The budget will be developed so as to support full cost recovery of all expenses via the rates and charges without the unplanned use of reserves.
- **Principle #5: Compliance with Administrative Code**  
The proposed budget and budget process should fully comply with applicable sections of the MWDOC Administrative Code.

### 3. **Projected Year-End Estimates & Reserve Fund Balances**

#### **Projected Year-End Estimates for FY 2019-20**

Expense projections have been prepared for the remaining months of the current fiscal year in order to calculate the FY 2019-20 Year-End estimates. It is important to note, these projections utilize only six months of actual expenditures and estimate the remaining months in order to meet the budget schedule. Preliminary variance estimates for the FY2019-20 core budget include:

1. The total variance for the Core Budget is projected to be \$47,176 (0.5%) under budget including revenues being \$78,400 under budget and expenses being \$125,576 under budget. The budgeted contribution to reserves was \$42,870 and the projected contribution to reserves is \$90,046. Of much greater significance than this budget variance was the required change to the election reserve necessitated by the October 30, 2019 correspondence from the Orange County Registrar of Voters which indicated the new projected election cost would be in the range of approximately \$262,000 to just over \$333,000 per division. This brings the estimated maximum cost for four division elections to \$1,332,740. An additional election reserve contribution of \$637,000 is included in the projected expenses for FY 2019-20.
2. On the revenue side, interest revenue is projected to be \$91,000 less than budgeted but miscellaneous income will be approximately \$12,600 greater than budgeted. Overall revenue variance is expected to be 0.86% below budget.
3. On the expense side and including the significant shift in election reserve contributions, expenses are projected to be 1.39% below budget. Major below budget expense categories include Engineering Expenses (\$157,400), Salaries & Wages (\$152,392), and Professional Fees (\$139,899).
4. The MWDOC building project is progressing but has been delayed by several necessary system improvements to the electrical and HVAC systems. The



renovation plans are now in the third review cycle with the City of Fountain Valley Permitting Department and the bulk of the construction work will occur in both the current but mostly next fiscal year. Therefore, \$848,647 in Building Expense has been carried over into the FY 2020-21 budget. Similarly, \$346,900 is being carried over under Capital Acquisition (excluding building).

### **Projected Reserve Fund Balances**

One goal of the budget process is the early identification of Reserve Fund impacts. The stated goal of the Board of Directors is to have reserves fully funded and that the budget should be balanced relative to meeting those reserve targets. In other words, if the combination of the previous fiscal year's audited reserve balances and the current fiscal year year-end projections indicate that the reserve target will be exceeded then the proposed budget should include a draw from the reserve balance down to the target. Conversely, if the projected total will drop the reserve balance below the target then the proposed budget should increase the budgeted contribution to bring the reserves back up to the target.

The MWDOC designated reserve targets for FY2020-21 and the projected reserve balances for FY2019-20 (financial audit balances + election reserve projected funding) are summarized in the table below. The total unfunded balance is \$109,715 (i.e., Total Target of \$7,514,028 (-) Total Planned Balance of \$7,404,313). As indicated in 3.1 (above) a total of \$90,046 is projected to be available for contribution to reserves from the FY2019-20 operations. These funds are allocated to the General Operations Reserves as indicated in the table column "FY2019-20 Projected Year End Reclass to Reserves". This will result in an unfunded total reserve balance of \$19,669.

Therefore, the goal for rate setting in the FY2020-21 budget will be to have a budget surplus of \$19,669 to fully fund the reserves.

	# Days Cash	FY 2020-21 Reserve Target	FY2019-20 Projected Reserve Balance	FY 2019-20 Projected Year End Reclass to Reserves	FY 2019-20 Projected Reserve Balance
General Operations	90-180	\$ 3,931,515	\$ 3,830,240	\$ 90,046	\$ 3,920,286
Grant & Project Cash Flow		1,500,000	1,500,000	-	1,500,000
Building Reserve	10-15	452,626	444,186	-	444,186
Election Reserve	N/A	1,332,740	1,332,740	-	1,332,740
OPEB Reserve est.9/2018	N/A	297,147	297,147	-	297,147
TOTALS		\$ 7,514,028	\$ 7,404,313	\$ 90,046	\$ 7,494,359

The first draft budget has a contribution to reserves of \$19,529; indicating a deficit (prior to the pending Board expense decisions) of \$140 (i.e., essentially fully funded).

#### **4. Compensation Pool Guidelines**

MWDOC's compensation system includes both job classification specific salary ranges and person-specific salaries. Annual modifications to both are implemented under different but inter-related practices. A common goal of both practices is to maintain competitive and appropriate salaries and benefits within the Southern California market.

##### Job Classification Salary Ranges.

MWDOC annually adjusts our salary ranges by the local Consumer Price Index (CPI) for the previous calendar year. The 2019 CPI for the LA/Long Beach/Anaheim area was 3.07%. This is 0.73% lower than the 2018 number but over 49% above the ten year average of 2.06%. Every three years MWDOC contracts for a Comprehensive Baseline Survey that reviews our job classifications with similar agencies and job functions. This Benchmark Survey is included in the FY20-21 budget. In general, MWDOC has found limited range corrections to be necessary. Therefore we will continue the CPI adjustment for FY2019-20.

##### Employee-Specific Salaries

MWDOC does not have Cost Of Living Adjustments (COLA) and a COLA is not included or proposed in this budget. As part of the budget process, MWDOC establishes a Compensation Pool that facilitates employee salary increases allocated solely on merit. Most of the water agencies in our annual direct labor market survey have both defined merit and COLA components to their annual salary increases. The functional difference is that while both approaches cover both merit and inflation, other agencies will guarantee a COLA pay increase to all employees, while MWDOC employees are at risk of no salary increase depending upon their performance.

There is an objective comparison as to how well MWDOC's salary system has been performing relative to the market. As noted above, MWDOC's salary ranges have been generally tracking the labor market conditions. In addition, MWDOC salaries have largely maintained a mid-range position with predominately only long-tenured employees bumping up against the range ceiling for their position. There are two complicating factors to this comparison. There has been significant movement between job classifications (i.e., promotions) that help maintain the mid-range salary positions. The mid-range position has also been subsidized by the previous seven years of 1% salary increases implemented to offset the annual 1% transfer of benefit costs to employees.

MWDOC also conducts an annual survey of 20 water utilities as a comparison of proposed salary increases. As is usual for the first draft budget, this comparative information is not yet available from the other utilities but will be provided in later drafts.

Given that MWDOC's compensation pool covers both inflation and merit and that it has kept salaries competitive and within ranges over several years, a review of 5-year and 10-year compensation increases and CPI data was conducted to quantify the past practice. The CPI range was a positive 3.80% (2018) to negative 0.78% (2009). Overall the compensation pool can be described as consisting of an inflation component of the CPI plus a merit component of 85% of the CPI. The total 1.85xCPI function appears to be a reasonable calculation for the mid-inflation range (CPI 2.4% to 4.7%) but breaks down at the more extreme ranges of CPI. For example, 0% CPI would calculate as a 0% compensation pool increase and would obviously not reward merit as intended. At the other end of the range,

other problems arise. For example in 1980 the CPI was 13.5% and this would calculate at the unlikely compensation pool of 25%.

The 2019 CPI is 3.07% for the region which is firmly in the 2.4% to 4.7% effective range. Applying the 1.85xCPI formula to the 3.07% CPI yields a compensation pool of 5.68% which was used to calculate the employee salary expense increase in the first draft budget.

The Director per diem adjustment is determined by the lesser of the employee increase or 5.0%. This budget has used the 5.0% rate.

## **5. Budget Input from Member Agencies**

In November 2019, MWDOC sent a letter to all of its member agencies informing them of the start of the MWDOC FY202-21 Budget Process, and invited their formal participation in the process which can include suggestion of activities and general comments. The FY2019-20 budget year-end projections and the conceptual FY2020-21 budget were discussed at the January 8, 2020 Administration & Finance Committee meeting as well as the January 23, 2020 MWDOC Agencies Managers Meeting.

As this is the first draft budget, no comment letters have been received from MWDOC Member Agencies.

## **6. Key Priorities & Initiatives for FY 2019-20**

### **MWDOC's MISSION**

To provide reliable, high quality supplies from MWD and other sources to meet present and future needs, at an equitable and economical cost and to promote water use efficiency for all of Orange County

MWDOC was formed in 1951 to serve the majority of Orange County as its MET member agency representative and make imported water available within Orange County. In 2019, this remains MWDOC's primary purpose. Although this purpose has taken various forms and has evolved over the decades, the emphasis continues to be MET representation and advocacy on behalf of the retail water districts, to provide water reliability, and to provide value to the residents and ratepayers in Orange County.

MWDOC's key priorities and initiatives are discussed for the following major departments and cost centers:

- Reliability Planning & Engineering (Cost Center 21)
- Metropolitan (MET) Issues & Water Policy (Cost Center 23)
- Water Use Efficiency (WUE) (Cost Centers 35, 62 & 70)
- Water Emergency Response (WEROC)(Cost Center 25)
- Communication/Public Affairs (Cost Centers 32 & 63)
- Public Affairs Department (Cost Center 31)
- Administration Department (Cost Centers 11, 12, 13, & 19)

- Finance & Information Technology (Cost Centers 41 & 45)

While MWDOC is organized into several functional departments or cost centers, operationally there is significant internal support and cooperation on the different tasks of our mission. For example, a critical issue like the Delta Conveyance Project will involve Reliability Planning & Engineering, MET Issues, Government Affairs, Public Affairs, the Board of Directors and Administrative Support.

It should be clear from the following discussion that many of the issues are not addressed in departmental silos but are shared responsibilities under various departments in carrying out MWDOC's overarching mission.

### **Reliability Planning & Engineering (Cost Center 21)**

The Reliability Planning & Engineering (Engineering) Department efforts are varied and aimed at helping our member agencies navigate and understand the implications of long term water emergency and supply planning. There are numerous intricacies involved with MET in providing imported water (e.g., service connections, metering of water, pipeline operations, etc.). Other activities include:

- shutdown planning,
- MET Repairs & Replacements (especially the AMP),
- pump-in to the EOCF#2,
- operational issues related to PFAS
- work on the Regional South Orange County (SOC) Emergency Services Program and SOC Interconnection, and
- Integration aspects of local projects including:
  - Poseidon,
  - Doheny,
  - San Juan Watershed Projects

The department also provides internal support to other departments including Administration and WEROC especially on our office building improvements. In addition, Engineering works closely with the MET Issues & Water Policy Department, as many MET issues overlap between the two departments in covering what issues transpire at MET and the resulting implications to local member agencies. Conversely, local issues raised by our agencies can also be supported by the MET Issues & Water Policy group by raising these issues at MET when MET is in a position to help our agencies. MWDOC also coordinates MET operations with OCWD in examination of opportunities to refill the groundwater basin. This past year, and for the next couple of years, an important consideration will be the additional demands placed on MET due to groundwater wells being taken out of service due to PFAS issues. Areas of overlap with the MET Issues group include evaluating the reliability improvements from; the Carson Regional Recycling Project, the Strand Ranch Project, MET's Integrated Resources Plan, MET's need for emergency storage, MET's Water Supply Allocation Plan, MET rates, MET's Local Resources Program, and water quality issues. With respect to water quality, the Engineering department has begun to track the longstanding salinity issues on the Colorado River supplies more closely to better understand the issues for lower TDS water and salinity loading within Orange County.

## Regional Water Reliability and Follow-up from the 2018 OC Water Reliability Study

MWDOC staff continues to look for opportunities to pursue follow-up activities from the 2018 OC Water Reliability Study, which include:

- South OC area is short of emergency supplies today by 20.0 to 27.5 MGD. This need can be met through a combination of local projects and emergency projects such as the South Orange County (SOC) Emergency Interconnection and the pump-in to the EOCF#2. In 2019-20, MWDOC worked with IRWD to examine the costs of using the IRWD system or the EOCF#2 to develop and convey additional local supplies to SOC. The conceptual cost of treatment and cost allocation concepts utilized to share the cost of treatment for future IRWD wells increased the project cost considerably. IRWD is undertaking more detailed studies on the potential costs of treatment, which may allow this issue to be revisited. One issue supported by SOC is conversion of several of the IRWD Zone 1 pumps to Variable Frequency Drives (VFD) to improve flexibility of operations and allow for more variable flows of emergency water to SOC. MWDOC will be following up with the SOC agencies on this project.
- The need for additional water supplies for the OC Basin area is small, meaning the OC Basin performs well under both the minimal and significant climate impact scenarios evaluated. Without new investments, the OC Basin may utilize demand curtailment at the level of 10 percent about once every 20 years to meet supply gaps. Alternatively, several potential projects, currently under consideration by OCWD, could meet supply shortfalls. One project OCWD is currently working on is the Moulton Niguel Water District (MNWD) Groundwater Storage concept. There is the potential for this project to include the storage of water for SOC and the OCWD work may lead to a potential project.
- The San Juan Watershed Project and the Doheny Projects were both evaluated to provide cost-effective annual supplies and emergency supplies. It was recommended that these two projects make up the core reliability improvement strategy for SOC, and should be augmented by other projects evaluated in this study, such as the emergency use of groundwater for system outages, Cadiz water banking and extraordinary supplies. Follow-up will continue, especially given the update/reformulation of the San Juan Watershed Project, to examine the timing and sizing of the various phases of these projects and how these projects might be integrated into SOC water operations.
- Local Supply Integration and Reliability – This item examines what is needed to successfully integrate multiple, new local supplies into the OC distribution system; and includes the development and use of hydraulic modeling to improve our understanding of seasonal water flows and various scenarios even without new local supplies. The distribution system water quality issues that may arise with the integration of multiple water sources is an important consideration we need to better understand. The primary goal is to achieve sufficient supplies to meet demands by our member agencies for up to 60 days without the MET system being available while avoiding unintended consequences. Pursuit of this key priority is planned to continue through FY 2020-21 with the development of a hydraulic model, to be developed and housed by MWDOC, for use by our member agencies as proponents of local projects or to be used to study the flow of imported or local water in the OC

system under low and high demands; including shutdown operations or during periods of nitrification.

- Demand Forecast – Improve our understanding of demand drivers and trends for OC and Southern California over the next 10-20 years. Results may determine the timing of the next OC Reliability Study update. Directors have requested for staff to see if we can expedite this effort to be better prepared for MET's IRP update. The Water Use Efficiency group is also being consulted on this effort.
- Emergency Use of East Orange County Feeder #2 (EOCF#2) – Work with MET and others to implement the ability to use EOCF#2 to convey local water supplies to SOC during emergencies. MET has adopted a framework to allow emergency use of their transmission system under certain conditions. MWDOC has volunteered to be the initial trial case to make this framework implementable. Some agencies may want to use EOCF#2 for base-loaded operations instead of simply emergency operations. The use of EOCF#2 for base-loaded operations is more complex and will require a significant and sustained effort. This effort has met with new challenges due to the PFAS issue and is making others more cautious about pumping groundwater into facilities. It was noted that OCWD has asked for our help in achieving this and it could prove useful for the MNWD storage effort with OCWD.
- Poseidon Huntington Beach Desalination Project – The Poseidon Project has currently been issued a draft permit from the Regional Water Quality Control Board. It is highly probable that the project will be in front of the Coastal Commission for a significant part of FY2020-21. As this project slowly moves towards possible implementation, MWDOC will remain involved in the analysis and assessment of various aspects including water quality impacts in the transmission system, Local Resource Program (LRP) funding and impact to regional assets such as the Diemer Treatment Plant production.
- Doheny Desalination Project – The Doheny project will be in active permitting in FY2020-21 and, like Poseidon, is expected to require staff time. South Coast Water District has called for Phase 1 (5 MGD) project partners. Should partners not materialize, they may build a smaller, local project (as small as 2 MGD) without any oversizing of the project for future cost-effective expansion to a full 15 MGD regional facility. The regional water supply and reliability potential of this project could be lost to the detriment of the entire county. MWDOC will analyze opportunities to help bridge the gap to a 5 MGD initial size, preserve future expansion options and enhance regional supply and system (emergency) reliability.
- Carson IPR Project - MWDOC and OCWD should work together to fully evaluate the opportunities the Carson Project provides to the OC Basin because the Carson IPR project by MET may be the next least-cost supply available to the OC Basin, pending the final terms and conditions.
- Santa Ana River Conservation and Conjunctive Use Project (SARCCUP) - MWDOC and OCWD are working together to execute a project agreement with MET and an operational agreement between the MET Member Agencies and Operating Utility Group. The implementation of the project will also require a formal agreement between MWDOC and OCWD. The two parties should work together if the extraordinary supply yield to OCWD is not fully needed by the OC Basin. The utilization of these supplies could provide significant benefits in the form of

extraordinary supplies (drought protection) for the OC Basin and/or others in Orange County.

- Strand Ranch – The drought protection program was evaluated as a seven-year pilot program in the study. Further work has proceeded between IRWD and MWDOC to develop terms and conditions for a potentially expanded program with Strand Ranch. Additional work to align the goals of the two agencies will likely continue. There may be other extraordinary supply programs (e.g., SARCCUP) that can be developed as additional drought protection until the completion of the Delta Conveyance Project.
- While the 2016 and 2018 OC Reliability Study results indicated minimal emergency supply needs for the OC Basin and Brea/La Habra areas, MWDOC recommends that all retail agencies review their needs for backup generators for emergency response throughout Orange County and include refueling plans coordinated through WEROC.

Staffing to the department will remain increased by one FTE until such time as the retirement of the Assistant General Manager occurs, expected in the December 2020 timeframe.

### **Metropolitan (MET) Issues and Water Policy (Cost Center 23)**

The Metropolitan (MET) Issues and Water Policy Department leads the District on MET issues & policy as well as water supply and demand program coordination and analysis. Over the years, this department has also become the primary clearinghouse on local, regional, state, and federal water policy issues. It ensures all key policy issues are analyzed and thoroughly evaluated for the MWDOC Board of Directors, our MWDOC-MET Delegation and our member agencies. As it relates to MET issues, the Department represents and advocates for Orange County on local resource projects and programs, water costs and rates, regional storage, water supply reliability management, demand management programs, water use efficiency programs, and water policy implementation. The Department also provides analysis and advocacy for Orange County on water policy issues that extend beyond the scope of MET. Broader water policy issues covered include the State-wide water conservation regulations (such as the “stress-test”), progress and development of the Delta Conveyance Project, the development of additional regional and local resource projects, and effects of Colorado River demand management measures.

With a Department comprised of four FTE, our routine functions include:

- Support for the MWDOC-MET Delegation in promoting Orange County objectives
- To act as the District’s liaison for MET information and water policy issues
- Collaboration with MET staff on the development and management of programs and policies
- Collaboration with other fellow MET member agencies on MET water policy issues

- Support and advocate on behalf of our member agencies for issues such as Local Resources Program (LRP) applications and certifications, shutdown coordination, and MET water use programs (e.g., Coastal Pumping and Transfer Program)
- Coordination and monitoring of water supply management projects and programs such as replenishment deliveries (e.g., Conjunctive Use Program (CUP) and In-lieu programs) and MET & MWDOC's Water Supply Allocation Plan for times of drought
- Development of countywide water supply and demand projections
- Development of Water Reliability Studies and Reports (e.g., Urban Water Management Plan and water shortage contingency "Stress-Tests")
- Assessment and calculation of MWDOC's annual water rates and charges (e.g., Readiness to Serve, Capacity Charge, and Groundwater Service Charge)

In addition, the Department also provides internal support to other departments, such as water policy and water management review on legislative matters, water use efficiency rules and regulations, and public outreach efforts. The Department also provides critical involvement with WEROC in relation to MET and MWDOC member agency's emergency planning and operations. The Department plays an essential roles at both the WEROC Emergency Operation Center (EOC) and as liaisons at the County's Operational Area (OA) emergency operation center to aid in County water and wastewater representation during a disaster.

Beyond the regular functions of the Department listed above, there are particular issues and/or key initiatives that we identify as priorities for the near and mid-term:

#### Near Term Priorities (1-2 years)

- MET Budget & Rates - Engage in MET's fiscal year 2020/21 & 2021/22 biennial budget and rate structure review including consideration of recovery of future demand management costs.
- MET Integrated Resource Plan Update - Actively participate in MET's 2020 Integrated Water Resources Plan (IRP) Update including IRP gap analysis, demand projections, and assessment of uncertainties. This update is likely to address serious questions relating to MET's mission and business model.
- Urban Water Management Plans - Update to the 2020 Urban Water Management Plans (MWDOC, Member Agencies, and MET), as well as develop DWR's water supply and demand assessments ("Stress-Tests"). Such efforts will dovetail with IRP and MET policy efforts.
- Regional Resource Project Assessment - Assess development and cost benefits of new local and regional resource projects.
- Imported Supply Activities - Monitor activities relating to imported supplies, including California Water Resilience Portfolio; Delta Conveyance next steps and analysis of cost estimates; and startup of Colorado River Lower Basin's new interim guidelines.



### Mid-Term Priorities (3-5 years):

- Reliability Goals - Advocate for regional projects and programs that enhance the water reliability for Orange County and Southern California while seeking to ensure MWDOC's investments are cost effective and meet Orange County's objectives.
- IRP Implementation - Ensure efficacy of implementation strategies to achieve MET's 2020 IRP Update reliability goals (for example, the Local Resources Program evaluation criteria).
- Drought Resilience - Seek areas of improvements in MET's Water Supply Allocation Plan that will result in drought resiliency for Orange County.

### **Water Use Efficiency (WUE) Department (Cost Centers 35, 62 & 70)**

The Water Use Efficiency Department consists of both Core and Choice budgets and focuses primarily on two programs: Water Use Efficiency Program & Water Loss Control Shared Services Program. Both programs benefit from the Metropolitan Water District of Southern California's Conservation Credits Program; a program that provides financial incentives to member agencies to implement water use efficiency programs. Indications from Metropolitan for the coming year is that this program will be funded at a reduced amount since the Water Stewardship Rate has been discontinued for two years. This will require staff to prioritize programs that benefit from this funding. This prioritization will focus on programs that provide the broadest benefits throughout the service area and enhance developing long-term programs such as water loss control.

#### Water Use Efficiency Program

Water use efficiency mandates continue to evolve from the 20% by 2020 framework adopted in 2009 to the new efficiency standards based approach scheduled to begin on July 1, 2021. Providing the technical and policy expertise and program support along with securing funds for water use efficiency efforts is a priority for MWDOC. MWDOC has been providing this function since 1991.

In partnership with our member agencies, MWDOC and MET will continue to implement a comprehensive portfolio of water use efficiency programs that include incentives and educational programs to all customer sectors. Emphasis will be on landscape water saving opportunities as irrigation accounts for approximately 50% of urban water use in Orange County. MWDOC will maximize access to Conservation Credits Program funding from MET and grant funding from the California Department of Water Resources (DWR) and US Bureau of Reclamation (BOR).

Areas of focus include:

- Aerial Imagery, Landscape Area Measurements and Data Warehousing Project - Originally planned to be initiated in FY 19-20, this effort has made significant progress but will not be initiated until early FY 20-21. In preparation for member agency compliance with new Water Use Efficiency Standards contained in Senate Bill 606 and Assembly Bill 1668, staff is planning to implement an Aerial Imagery, Landscape Area Measurements and Data Warehousing Project in partnership with the Santa Ana River Watershed Project Authority and Southern California Association of Governments. This effort will include all of Orange County. The project will provide irrigated area measurements for all parcels in the county to allow agencies to calculate their new Landscape Standard called for in the legislation. This data will be warehoused by way of a centralized aerial image and data management tool for access by individual retail agencies. Agencies can pull this information into their in-house GIS or billing systems or access it as needed from the SAWPA administered data warehouse. This information can be used in a variety of ways including:

- Water Use Efficiency Standards Compliance
- Tracking urban landscaping trends
- Water demand tracking and forecasting
- Implementation of individualize customer efficiency targets
- Implementation of Budget Based Tiered Rates

Orange County's cost share of this broader effort is \$283,000. After Proposition 1 funding is applied, MWDOC's share is budgeted for \$200,000 which will be funded over two years.

- Staff will continue to provide legislative and regulatory process leadership. The States' new Long Term Water Use efficiency framework will require significant research to better understand and inform stakeholders and policy makers as the final standard setting occurs. This research may be focused locally or through partnerships beyond Orange County such as the California Water Efficiency Partnership and Alliance for Water Efficiency. Also, it is anticipated that new legislative proposals will be introduced. Staff will actively work to shape proposals in a way that benefits our member agencies.
- Metropolitan WUE policy development will be a main focus for the department especially in helping to prepare agencies for compliance with new state mandates. Staff will advocate for Program refinements at MET that ensure Orange County program needs are met and continue to evolve.
- Participate in the update or establishment of device, appliance or fixture water use standards contained in the Cal Green Plumbing Code, Public Utilities Commission, and EPA WaterSense Program.
- MWDOC will continue to promote the Water Savings Incentive and Recycled Water Retrofit Programs including the addition of supplemental grant funding whenever available.
- MWDOC will continue to use the Droplet rebate administration platform for both Turf Removal and Spray-to-Drip rebate processing including electronic signatures.
- Landscape Design and Maintenance Assistance for rebate program participants.

- Staff will provide leadership for the California Water Efficiency Partnership Board and committees.
- Secure program funding from outside sources.

### Water Loss Control Shared Services

Since 2016, MWDOC has been coordinating a water loss control program for many of our Member Agencies. This program has moved beyond water loss technical assistance such as audits into shared services field activities including meter testing and water leak detection. Orange County is now a state leader in terms of experience and data. This has allowed MWDOC to provide hard data to state regulatory agencies to influence developing regulations. MWDOC's expertise has also been beneficial in workgroups addressing the numerous water use efficiency legislative and regulatory proposals.

Implementation of Water Loss Control Shared Services per the business plan adopted by the Board in December 2018 will enter its second year. These services will be provided through a combination of Core services currently funded by MWDOC and Choice services funded by participating agencies. Core services that are currently funded by MWDOC include Water Balance Validation, Leak Detection Equipment lending, and state-wide water loss policy monitoring and development.

The Choice Shared Services will include Meter Accuracy Testing, Distribution System Leak Detection, Distribution System Pressure Surveys and Distribution System Flushing. These Choice services will be provided by 2.0 existing FTE MWDOC staff members. Areas of focus include:

- Implement Water Loss Control Shared Services Business Plan
- Continue to convene the Water Loss Control Work Group
- Phase V of the Water Loss Control Technical Assistance will continue in partnership with member agencies and Water Systems Optimization and initiate a request for proposals process to consider technical assistance opportunities beyond our fifth year of implementation.
- Engagement in the State Water Resources Control Board rule making process to establish a volumetric water loss standard called for in SB 555.

Looking toward the next 3 – 5 years, staff anticipates continued focus on three main areas. These include Member Agency compliance assistance with the new water use efficiency mandates, implementation of water loss control shared services and technical assistance programs, and legislative and regulatory process leadership.

### **Water Emergency Response (WEROC) (Cost Center 25)**

MWDOC provides the administrative umbrella for the Water Emergency Response Organization of Orange County (WEROC). The services and support provided by WEROC are intended to be an extension of Member Agency staffing in their preparedness efforts, and a resource during emergencies to ensure representation and recovery. WEROC staff

continues to develop and provide the resources, tools, trainings and grant funding targeted at enhancing Member Agency preparedness and resilience. This year regulations and compliance deadlines were implemented for the federal America's Water Infrastructure Act of 2018 (AWIA) and California's dam safety planning. WEROC staff continues to support member agencies with reaching important milestones for each project. Additionally, essential work continues on advocacy for the water and wastewater sector, especially for our member agencies. Advocacy representation this year has included: the Operational Area (OA) Agreement revision process; a significant number of County and Operational Area emergency response plan reviews; and the CalOES Southern California Catastrophic Earthquake Plan. Advocacy and imperative outreach to Edison, SDG&E and the California Public Utilities Commission on the Public Safety Power Shutoff (PSPS) program continues. This includes input and communications on potential legislative actions specific to PSPS events. Another focal point this year has been on terrorism threats and cyber security. WEROC partnered with the Orange County Intelligence Assessment Center on the countywide initiative "See something, say something," and following the cyber incidents to agencies in the winter months, established a specific communications coordination group.

Key initiatives for WEROC in FY2020-2021 include:

- WEROC staff continues to assist members with accomplishing the plan and milestone requirements associated with the America's Water Infrastructure Act of 2018.
- Continue to build upon the lessons learned from various training, exercises and real events.
- Develop a long term Exercise and Training Program Plan integrating new requirements including AWIA and Dam Safety programs, and public assistance recovery training.
- Expand on power and fuel planning efforts with member agencies. This includes finalizing the previous fuel analysis, identification of field locations, equipment types, fuels burn rates, fleet needs, and establishing collaborative agreements with local fuel vendors.
- Development of a WEROC Strategic Assessment Plan. It is important to periodically set time aside, bring in some experts and review what we do, how we do it, what it costs, what the future holds and to consider any changes or improvements in the way we do business. This coming year is an opportune time to tee up a Strategic Assessment with the changing of the guard from Kelly Hubbard to Vicki Osborn.
- Staff will continue to work with MWDOC staff to implement non-structural seismic and safety improvements at the South EOC and at the MWDOC Administration building to continue to provide two EOCs.

## **Communication - Public Affairs Department (Cost Centers 32 & 63)**

The key responsibilities of the MWDOC Public Affairs Department (Department) are to elevate public awareness about critical water issues, to showcase the District's activities and programs that address those issues, and to continue to provide opportunities and resources that offer significant value to the region. While the purpose of this is multifold, the first priority is District transparency. Over the past several years, there has been a significant shift in the way people receive information, and regardless of accuracy, content is dispatched at lightning speed. Today, every person, no matter their experience or expertise, has the power and authority to disseminate information to other members of the public, and make assessments based on the materials they have available. Largely because of this, water providers are under pressure to prove themselves proficient, professional, knowledgeable, and trustworthy. This is accomplished by communicating value to stakeholders using a wider variety of tools and channels to meet them where they are – online, at community events, in schools, using social media, and through an array of partnership opportunities.

The priorities of establishing credibility and creating confidence in the District's decisions, expertise, and offerings continue to be built and solidified through MWDOC's branding efforts. Additional support comes from award-winning recognition by reputable local and international organizations for outstanding programs and communications activities. Creating a memorable, meaningful impression with stakeholders and other members of the public establishes the trust and credibility needed to place MWDOC in a visible leadership position as the go-to voice for Orange County water.

### **Key Initiatives FY2020-21**

#### **Communications Tools**

Over the past few years, the Department has invested significant time, talent, and resources building the MWDOC brand. Through these efforts, a reputable online presence has been established and supported through the District's website and social media platforms. The Department will continue to evaluate the various essential tools, materials, and communications channels that are currently used, and identify gaps or areas for improvement. The annual social media audit, new website auditing tool results, Search Engine Optimization (SEO) effort, upcoming Americans with Disabilities Act (ADA) requirements, along with recommendations provided by current contractors, will drive the enhancements or shifts needed in these areas.

#### **Partnerships**

Partnerships have allowed the Department to grow its resources, substantially extend its reach, and create new water and MWDOC brand ambassadors. Because of this, the Department will continue to offer the Scouts merit badge and patch programs; and, through work that supports the California Environmental Literacy Initiative, the Department will evaluate and refine the materials and activities presented in these programs.

Additionally, MWDOC will continue to offer an incentive for participation in the Wyland National Mayor's Challenge for Water Conservation. However, to provide additional reinforcement for the new direction of the MWDOC education programs, the incentive will

shift from community city park to school project opportunity. An example of this would be to build an on-site garden where students can study natural phenomena, examine the interconnectivity between humans and nature, and develop real-world solutions to challenges that arise by observing the problems and changes that occur.

Finally, the Department will continue to identify opportunities through these partnerships and others that not only support and advance the goals and mission of the District, but also provide value to the region.

### **Additional Member Agency Support**

Over the past fiscal year, the Department has spent time evaluating, testing, and revising materials and training opportunities offered to MWDOC Member Agency communications colleagues. The purpose of these efforts is to ensure that MWDOC provides accurate, trustworthy content and messaging that is used countywide, increasing message visibility, and further establishing credibility among Orange County residents. This has led to the successful in-house creation and distribution of media/toolkits that come complete with a subject overview, sample social media posts, newsletter articles, news releases, letters of support, flyers, and additional content as needed. The Department plans to continue these efforts, expanding upon the materials and resources provided in previous kits such as *Emergency Response and Disaster Recovery*, and developing and distributing new kits like *Promoting MWDOC School Programs in Your Service Area* and *Delta Conveyance Project: Why it's Critical to Southern California*.

Additionally, over the past year, Department members have increased participation in industry memberships, trainings, and certifications, developing stronger skills, experience and acumen in the day-to-day responsibilities and demands of the job. Because of this, MWDOC has provided professional training opportunities to Member Agency communicators at the bimonthly Public Affairs Workgroup (PAW) meetings to ensure we are all better equipped to effectively communicate regional messages to the public, and to various stakeholders. Whether it be communicating a conservation message, responding to a specific water-related piece of legislation, or while in an Emergency Operations Center (EOC) during a disaster, these skills are critically important.

### **Education**

In FY2019-20, the MWDOC Water Education School Programs were reorganized adding Kindergarten to the elementary school program and introducing a middle school program into the mix. This simple addition helped close the learning gaps, and now provides Orange County students with a continuous stream of water education through their primary and secondary years. Additionally, two (2) new program contractors were brought on to introduce lessons that shifted the focus from solely the California WaterFix to water supply, reliability, water sources, causes and effects of good water stewardship, and how local ecosystem challenges compare to issues faced in the northern part of the state. This program change was in response to feedback received from Orange County teachers who were refusing the program because the WaterFix element did not fit into their curriculum and lesson plans.

For the 20/21 FY, the biggest changes in Department activities will be seen in education. While the K-12 programs fall into the Choice budget category, the implementation of

environmental literacy – an education strategy that uses the local environment as context for learning - will affect all District outreach programs including the Scouts programs, community events, partnerships, and post-secondary education efforts. The MWDOC/Orange County Department of Education environmental literacy rollout, which includes formal instruction for MWDOC school program contractors and select teachers and administrators, will be used as a model for the State, potentially resulting in increased time, talent, and resources applied to the effort.

Finally, MWDOC's participation as a member/sponsor of the Water Energy Education Alliance will require additional effort in FY 20/21 to identify Member Agency needs and assets that can be applied in the development of Career Technical Education programs for high school students.

### **Governmental Affairs Department (Cost Center 31)**

Governmental Affairs continues to work at the local, state and national levels with our Member Agencies, regional partners (three cities, Inland Empire) organizations, delegations, regulatory agencies and bureaus to advance Orange County's agenda. Central to this effort are policy, legislative and regulatory developments and opportunities. The department will rely on our local, state, and federal advocates to track, monitor and assist in education outreach on these issues. In addition, our Grants Program continues to be an asset for our member agencies and provide helpful information and tools for them, along with MWDOC to obtain funding for various programs and infrastructure. At the state level, 2019 saw significant wins in defeating the water tax and the creation of a permanent program to address the critical issue of disadvantage and non-compliant small water systems, as well as defeating legislation aimed at halting or delaying the Delta Conveyance Project. While the wild fires, and related legislation, and power shutoffs dominated much this year, the implications to water districts emerged later in the session. These issues will likely take center stage in FY2020-21 along with Governor Newsom's Water Resiliency Portfolio. Now that the water tax has been resolved, the Low Income Rate Assistance program is expected to receive some long delayed attention late this year. The administration's proposal is expected early in 2020. The administration has also formed a workgroup to implement the Safe and Affordable Drinking Water program (SB 200). The workgroup is expected to begin meeting in the first quarter of 2020.

### **Priorities for FY2020-21**

- Actively engage on issues, legislative and regulatory, that will affect the Delta Conveyance Project.
- Actively engage and advocate for federal funding for the Army Corps of Engineers, the Bureau of Reclamation, the EPA, and WIFIA Programs.
- Work to ensure the \$8.3 Million grant funds for the South Coast Water District Doheny Beach Desal Project are released in timely fashion by the Bureau of Reclamation. This also involve coordinating with the SCWD.
- Advocate for the passage of the federal reauthorization of the 2016 WIIN Act and federal funding for the State Revolving Fund loan program.
- Advocate for changes in the IRS Code with respect to turf removal programs.

- Advocate for cost effective reliability and local resources projects that benefit Orange County.
- Actively engage on legislation related to wildfires and Public Safety Power Shutoffs (PSPS) that impact water districts;
- Actively engage on legislation and regulatory proceedings related to Constituents of Emerging Concern (CECs).
- Actively engage on regulations implementing the Low Income Rate Assistance, or “LIRA”, program.
- Actively engage on SB 200 (disadvantaged and noncompliant water systems) implementation.
- Continue our outreach efforts with Orange County’s delegation on the federal, state and local level.

### **Action Items to Help Achieve These Priorities**

- Actively engage on legislation and regulations that will affect the Delta Conveyance Project.
  - Now that WaterFix has become the Delta Conveyance Project, we will need to retrace most of the steps taken to educate the Orange County delegation about the need for the project and the implications to water security when determining the size of the tunnel.
- Actively engage on legislation related to wildfires and Public Safety Power Shutoffs (PSPS) that impact water district.
  - Legislation related to wildfire liability may prove to be the dominant issue in 2020.
  - The water industry itself will be sponsoring at least two pieces of legislation on costs imposed by PSPS and backup emergency generators.
  - In 2019, grant funds to mitigate the impacts of PSPS were not available to water districts. Getting water districts access to future funding is a major priority for 2020. Action items may include lobbying the budget subcommittees and staff.
- Actively engage on regulations and regulatory proceedings related to Constituents of Emerging Concern (CECs).
  - Efforts to educate administrative staff, SWRCB board members, and legislators, were the main activities in the final months of this year.
  - Action items for 2020 include engaging on legislation to put requirements on the regulatory process to establish response levels, legislation to establish and maintain a statewide CEC program to identify and evaluate CECs in drinking water sources.
  - Further action items include educating the Orange County delegation about the need for a science-driven process to set response and Maximum Contaminate Levels, or MCLs, for CECs.



- Actively engage on regulations implementing the Low Income Rate Assistance, or “LIRA”, program.
  - A final draft proposal for the LIRA program is said to be under review by the Governor.
  - The main concern on the part of water districts is the preservation of existing programs.
  - Action items include submitting written comments, and testifying should there be further public hearings once the report is released, and possible outreach to key legislators if needed to influence the administration. It is unknown at this time if the report will seek new legislation.
- Actively engage on SB 200 (disadvantaged and noncompliant water systems) implementation.
  - Engage with the working group that has been formed to implement the Safe and Affordable Drinking Water Program.
  - Action items include appearing before the workgroup; participate in membership association workgroups, and submitting written material to ensure the grant funds are spent effectively and efficiently.
- Continue our outreach efforts with Orange County’s delegation on the federal, state and local level.
  - Focus on issue education and advocacy.
  - Action items include meeting with the key members of the Orange County delegation and staff, key committee members and staff.

### **Administration Department (Cost Centers 11, 12, 13, &19)**

The Administrative Department is comprised of Board Administration, General Administration, Personnel and Overhead. The Administration Department provides support to the entire District to ensure operations run smoothly and efficiently. Fundamental activities include:

- Staff attendance, preparation and compilation of Board and Committee Agendas and minutes;
- Ensure compliance with the District Administrative Code, Contracts Manual and publication of required legal notices and coordination of all Public Records requests;
- The oversight and maintenance of the Electronic Records Management System for the District; ensure that all required documents are retained in accordance with the retention schedule and legal requirements as well as train staff on policies related to accessing, storing and transmitting electronic records;
- The oversight and maintenance of the District’s Database Management System in an effort to provide a centralized database for staff in improving efficiencies;

- Personnel activities include recruitment, screening, selection, employee orientation, benefits and compensation administration, employee documentation, performance management, research and surveys, employee training and development;
- Oversight of the Safety and Risk Management and the District's Workers Compensation, Liability and Property Insurance Programs;
- Oversight of all items related to building facilities management.

Key initiatives in the coming year include:

- Implement District wide staff training
- Implement Individual staff training and development
- Implementation and training of Performance Evaluation System
- Implementation and completion of Benchmark Compensation Study
- Succession Planning for upcoming retirements
- Oversee building remodel improvements

#### MWDOC Building Improvements

Administration, Engineering, and WEROC staff are working together to coordinate multiple improvement projects at the MWDOC Administration Building. Staff previously budgeted for seismic retrofit and remodel of the administration building. This fiscal year there have been various issues that have come up resulting in three project areas that support the renovation efforts: seismic safety improvements, upgrading the existing electrical system to meet current and future demands, and replacing the IT server room air conditioning unit. In evaluating all of the various components, it was determined that it would be more cost effective and efficient to coordinate all of these projects more closely to allow the improvements to move forward in a more seamless manner. This is especially important considering the building permitting process, which will require the District to comply with Title 24 (Building Energy Efficiency Standards), Life Safety Compliance, as well as American with Disabilities Act (ADA) code compliance. Completing the electrical system work was a critical step before moving forward with the office remodel. Plans are currently in the final review stages at the City of Fountain Valley. It is anticipated the District will receive approval soon. Staff is seeking Board approval to enter into a contract for Owner's Representative services to assist with the various aspects of seismic retrofitting and remodeling of existing buildings. It is anticipated construction efforts will begin in fall of 2020. The capital budget reflects previously approved budgeted costs, carryover of unspent capital funds and new realized costs for the previously identified projects due to unforeseen costs, inflation and building code compliance.

#### **Finance & Information Technology (Cost Centers 41 & 45)**

The Finance department includes Accounting and Information Technology (IT). The Department provides support to MWDOC through payroll, accounts payable/receivable, fixed assets, investments, grant funding, reconciliations and technology. Staff provides support to WEROC for disaster recovery at both the District office and the Emergency Operation Center. Finance and IT's priorities are Financial Stewardship, Auditing and

Controls, which is demonstrated by receiving an unmodified opinion from our annual audit process.

Finance also provides monthly accounting to our Member Agencies through monthly billing of water deliveries, in-lieu credits, LRP payments, conservation rebate and choice programs.

IT provides uninterrupted service for our phones and computers with the highest level of firewall protection to prevent threats, viruses and hackers from penetrating our system. As well as, properly working office equipment.

Key Initiatives in the coming year include:

- Maintain functional operations and support throughout the upcoming building renovations at MWDOC
- Room 101 remodel to update screens, white boards and sound system
- Supporting the succession planning for upcoming retirements
- Continue with IT's PC/Printer refresh program and security updates which, exchanges out equipment after it's useful like to prevent the loss of any data
- Purchase new accounting software to eliminate manual entries and improve efficiency (current system no longer supported)
- Continue with ongoing professional training
- IT system security and back up testing
- Continue to assist at Public Affairs events
- Support the District with any future financing needs

## **7. Core/Choice Programs for FY2020-21**

As noted above, the Choice Programs for FY2020-21 are offered in both the Public Affairs and Water Use Efficiency Departments. The programs include:

- School Program - As discussed above the School Program represents a continuum of options from kindergarten through high school. Substantial efforts are underway to with Orange County teachers and State organizations to integrate critical water messages within the required curriculum structure with the goal of increasing the utility and acceptance of our programs.
- Water Use Efficiency - Will continue to access MET WUE funding and grants from other sources for implementation programs for OC.
- Water Loss Control Shared Services – This new program was developed in conjunction with our Member Agencies and will enter its second year of field operation.

## **8. Water Rates and Charges**

MWDOC's revenue funding for its Core Budget derives from the Retail Meter Service Charge and the Groundwater Customer Charge. The rate structure was developed as part of the May 2016 rate study and was implemented by the MWDOC Board of Directors for FY2016-17. A new rate study will be conducted in FY2020-21 and any changes will be initiated for FY2021-22.

Based on the Proposed Budget:

For FY 2020-21 the proposed Retail Meter Service Charge is \$12.75 per meter.  
For FY 2020-21 the proposed Groundwater Customer Charge is \$604,204.

All other charges cover the cost of water supply including MET water purchases and MET associated charges (i.e. Readiness-to-Serve (RTS) and Capacity Charge). The proposed Total Water Purchases for FY 2020-21 are budgeted at \$213,288,586.

## **9. Proposed New Items Not Included Pending Committee Discussion**

By convention, proposed new items are not incorporated in the budget until concurrence is reached at the committee level. These items for the first draft budget are:

### **A. Two new organization memberships**

- a. California Environmental Literacy Initiative (\$2,500)  
As a result of AB-1548, the California Environmental Literacy Initiative (CAELI) was initially formed as the State Superintendent's Environmental Literacy Steering Committee where it was charged with implementation of California's Blueprint for Environmental Literacy. Additional law – SB-720 – was adopted in 2018 that codifies Environmental Principles and Concepts, the foundation of environmental literacy. CAELI is guided by a Leadership Council that represents a public-private partnership working to increase access to relevant and impactful environment-based learning for all of California's K-12 students.

Last year, MWDOC Public Affairs staff was invited by Ten Strands, the Orange County Department of Education (OCDE), and the State Education and Environment Roundtable (SEER) to participate in several trainings that included a community-based organization training and a professional learning course for teachers. Through this work, Tiffany Baca was invited to interview for, and was selected to join the CAELI Leadership Council. Ms. Baca's leadership position has put MWDOC at the center of discussions with influencers in education across the state about the implementation of environmental literacy and water-related topics into standards-based education frameworks that include: Next Generation Science Standards (NGSS), History-Social Science, and most recently Visual and Performing Arts. Ms. Baca is the only water/energy sector representative on

the Leadership Council, and provides valuable context about the needs and initiatives of the water industry.

- b. Department of Water Resources Education Committee (\$2,500)  
MWDOC's visible contributions in CAELI initiative has led to staff being invited to join the Department of Water Resources (DWR) Water Education Committee (WEC). Through this work, DWR provides a variety of resources to K-12 teachers and other educators to encourage water education in and out of the classroom. MWDOC's leadership and participation in these state-wide efforts allows MWDOC to help shape the narrative for water education.

At the most recent DWR WEC, Ms. Baca – as a representative for MWDOC - was invited to provide an overview of environmental literacy, and how it impacts water and energy. Ms. Baca was also asked to elaborate on the District's involvement in the initiative at the most recent Metropolitan Water District of Southern California's Education Coordinators meeting.

- B. Eight new conferences/meetings
  - a. AWWA Sustainable Water Management (Water Loss Program)  
Staff @ 2, Registration @ \$1,150, Travel @ \$3,200
  - b. California Environmental Literacy Initiative (Public Affairs)  
Staff @ 2, 3 trips, Travel @ \$3,000
  - c. CalPERS (Administration)  
Staff @ 2, Registration @ \$800
  - d. California Municipal Utilities Association CMUA) - Capital Days (Government Affairs)  
Staff @ 1, Registration @ \$195, Travel @ \$800
  - e. CMUA – Annual Conference (Government Affairs)  
Staff @ 1, Registration @ \$900, Travel @ \$500
  - f. Department of Water Resources Education Committee (Public Affairs)  
Staff @ 1, Trips @ 3, Travel @ \$1,500
  - g. Liebert Cassidy Whitmore – Annual Public Sector Conference (Administration)  
Staff @ 1, Registration @ \$800, Travel @ \$600
  - h. Public Relations Society of America (Public Affairs)  
Staff @ 3, Registration @ \$4,200, Travel @ \$4,500
- C. Sponsorship of the Science Fair (Public Request)  
Estimated @ \$3,000

**Attachments:**

Attached hereto are MWDOC budget schedule and the detailed budget for this coming fiscal year.



## **Annual Budget for Fiscal Year 2020-21**

**First Draft**

**MWDOC's mission is:**

***To provide reliable, high-quality supplies from MWD and other sources to meet present and future needs, at an equitable and economical cost, and to promote water use efficiency for all of Orange County***

**Exhibit A2**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**CORE FUND**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>OPERATING EXPENSES:</b>						
Salaries & Wages	\$ 3,516,650	\$ 3,364,258	\$ (152,392)	\$ 3,601,463	\$ 237,205	\$ 84,814
Employee Benefits	1,097,992	1,066,592	(31,401)	1,181,327	114,736	83,335
Director Compensation	268,133	205,000	(63,133)	281,920	76,920	13,787
Director Benefits	93,947	123,093	29,146	115,400	(7,693)	21,453
MWD Representation	153,218	112,000	(41,218)	161,097	49,097	7,879
CALPERS Unfunded Liability Contribution	207,000	207,000	-	207,000	-	-
Overhead Reimbursement	(223,992)	(231,947)	(7,955)	(223,225)	8,722	767
Health Insurance Coverage for Retirees	70,287	61,376	(8,911)	87,449	26,073	17,162
Audit Expense	29,240	19,767	(9,473)	29,725	9,958	485
Automotive & Toll Road Expenses	20,200	22,038	1,838	21,300	(738)	1,100
Conference Expense - Staff	40,535	36,400	(4,135)	44,005	7,605	3,470
Conference Expense - Directors	28,440	28,400	(40)	28,490	90	50
Engineering Expense	435,000	277,600	(157,400)	340,000	62,400	(95,000)
Insurance Expense	140,000	105,000	(35,000)	110,000	5,000	(30,000)
Legal Expense - General	200,000	260,800	60,800	210,500	(50,300)	10,500
Maintenance Expense	138,527	110,345	(28,182)	131,420	21,075	(7,107)
Membership / Sponsorship	114,966	149,059	34,093	166,932	17,873	51,966
CDR Participation	50,156	50,156	-	53,158	3,002	3,002
Miscellaneous Expense	97,300	79,054	(18,246)	113,400	34,346	16,100
Postage / Mail Delivery	9,000	8,650	(350)	8,900	250	(100)
Professional Fees	920,445	780,546	(139,899)	1,007,702	227,156	87,257
Rents & Leases	3,616	2,800	(816)	1,750	(1,050)	(1,866)
Outside Printing, Subscription & Books	62,500	63,300	800	94,700	31,400	32,200
Office Supplies	36,000	30,500	(5,500)	39,000	8,500	3,000
Building Repair & Maintenance	20,000	12,845	(7,155)	15,000	2,155	(5,000)
Computer Maintenance	8,000	6,000	(2,000)	8,000	2,000	-
Business Expense	5,200	3,500	(1,700)	4,500	1,000	(700)
Software Support & Expense	93,634	91,000	(2,634)	169,640	78,640	76,006
Computers and Equipment	45,750	40,000	(5,750)	31,550	(8,450)	(14,200)
Telecommunications Expense	24,333	28,704	4,371	29,650	946	5,317
Temporary Help Expense	5,000	14,000	9,000	5,000	(9,000)	-
Training Expense	30,000	67,937	37,937	92,500	24,563	62,500
Tuition Reimbursement	5,000	5,000	-	5,000	-	-

(1)

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**Exhibit A2**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**CORE FUND**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff	89,131	83,700	(5,431)	103,270	19,570	14,139
Travel & Accommodations - Directors	46,625	43,200	(3,425)	53,300	10,100	6,675
MWDOC's Contribution to WEROC: Operations	228,978	228,978	-	241,236	12,258	12,258
and to WEROC Capital Improvements	44,389	44,389	-	-	(44,389)	(44,389)
Capital Acquisition (excluding building)	366,900	20,000	(346,900)	75,000	55,000	(291,900)
Capital Acquisition to Carryover		346,900	346,900	271,900	(75,000)	271,900
Capital Acq Prior Year Carryover Credit	(330,624)	(330,624)	-	(346,900)	(16,276)	(16,276)
<b>NORMAL OPERATING EXPENSES</b>	<b>\$ 8,191,477</b>	<b>\$ 7,637,317</b>	<b>\$ (554,160)</b>	<b>\$ 8,572,060</b>	<b>\$ 934,743</b>	<b>\$ 380,583</b>
MWDOC's Building Expense	\$ 1,259,057	\$ 410,410	\$ (848,647)	\$ 1,791,483	\$ 1,381,073	\$ 532,426
Building Expense to Carryover		\$ 848,647	\$ 848,647	\$ -	\$ (848,647)	\$ -
Building Expense Prior Year Carryover Credit	\$ (423,226)	\$ (423,226)	\$ -	\$ (1,143,117)	\$ (719,891)	\$ (719,891)
Contribution to Election Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Additional Election Reserve Contribution		\$ 637,000	\$ 637,000		\$ (637,000)	\$ -
Portion to be Funded by General Operating Fund		(208,416)	(208,416)		208,416	-
<b>TOTAL EXPENSES</b>	<b>\$ 9,027,308</b>	<b>\$ 8,901,732</b>	<b>\$ (125,576)</b>	<b>\$ 9,220,427</b>	<b>\$ 318,695</b>	<b>\$ 193,119</b>
<b>REVENUES:</b>						
Retail Meter Charge	\$ 7,888,930	\$ 7,888,930	\$ -	\$ 8,174,752	\$ 285,822	\$ 285,822
Ground Water Customer Charge	598,248	598,248	-	604,204	5,956	5,956
Interest Revenue	580,000	489,000	(91,000)	458,000	(31,000)	(122,000)
Miscellaneous Income	3,000	15,600	12,600	3,000	(12,600)	-
<b>TOTAL REVENUES</b>	<b>\$ 9,070,177</b>	<b>\$ 8,991,778</b>	<b>\$ (78,400)</b>	<b>\$ 9,239,956</b>	<b>\$ 248,178</b>	<b>\$ 169,778</b>
<b>EFFECT ON RESERVES:</b>						
<b>TOTAL CONTRIBUTION (DRAW) FROM RESERVES</b>	<b>\$ 42,870</b>	<b>\$ 90,046</b>	<b>\$ 47,176</b>	<b>\$ 19,529</b>	<b>\$ (70,517)</b>	<b>\$ (23,341)</b>

- (1) Total FY2020-2021 Salaries & Wages includes \$15,840 for intern support
- (2) Total FY2020-2021 Benefits includes \$1,636 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 11.031% for Classic employees and 7.732% for PEPRA employees. A further assumption is that medical, dental and vision insurance rates will increase by 3% for calendar year 2021.
- (3) Carryover is for work and capital purchases on the building that were budgeted for but not completed and will be carried over to the next year as a carryover credit
- (4) Carryover credit is the cumulative dollars from prior years that was unspent and that will be applied toward work projected to be completed in future years.
- (5) Based on correspondence with the O.C. Registrar of Voters on Oct 30, 2019 concerning election expense increases where costs per election will range from \$261,788 to \$333,185. The portion to be funded by the general operating fund is shown on the line below.
- (6) MWDOC FY2020-2021 designated reserve target is unfunded in the amount of \$109,715 with \$90,046 projected to be added to reserves from FY2019-2020 operations. Therefore the target needed contribution to reserves from FY2020-2021 operations is (\$109,715-\$90,046) \$19,669.



**Exhibit A3**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**CHOICE FUNDS**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>OPERATING EXPENSES:</b>						
Salaries & Wages	\$ 535,389	\$ 508,015	\$ (27,374)	\$ 555,060	\$ 47,045	\$ 19,671
less for Recovery from Grants	(5,500)	-	5,500	-	-	5,500
Employee Benefits	163,657	135,856	(27,801)	159,766	23,910	(3,891)
Director Compensation	-	-	-	-	-	-
Director Benefits	-	-	-	-	-	-
MWD Representation	-	-	-	-	-	-
Overhead Reimbursement	223,992	231,947	7,955	223,225	(8,722)	(767)
Health Insurance Coverage for Retirees	-	-	-	-	-	-
Audit Expense	-	-	-	-	-	-
Automotive & Toll Road Expenses	1,500	500	(1,000)	1,000	500	(500)
Vehicle Expense	13,160	5,246	(7,914)	6,350	1,104	(6,810)
Conference Expense - Staff	-	-	-	-	-	-
Conference Expense - Directors	-	-	-	-	-	-
Engineering Expense	-	-	-	-	-	-
Insurance Expense	-	-	-	-	-	-
Legal Expense - General	-	-	-	-	-	-
Maintenance Expense	-	-	-	-	-	-
Membership / Sponsorship	-	-	-	-	-	-
Miscellaneous Expense	12,000	12,000	-	12,000	-	-
Postage / Mail Delivery	400	300	(100)	400	100	-
Professional Fees	566,885	543,235	(23,650)	561,366	18,131	(5,519)
Rents & Leases	-	-	-	-	-	-
Outside Printing, Subscription & Books	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-
Supplies - Water Loss Control	2,033	6,200	4,167	10,000	3,800	7,967
Computer Maintenance	-	-	-	-	-	-
Software Support & Expense	-	-	-	15,000	15,000	15,000
Telecommunications Expense	1,440	1,200	(240)	1,200	-	(240)
Computers and Equipment	3,700	2,400	(1,300)	2,000	(400)	(1,700)
Temporary Help Expense	-	-	-	-	-	-
Training Expense	2,000	2,000	-	2,000	-	-
Tuition Reimbursement	-	-	-	-	-	-

(1)

(2)

**Exhibit A3**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**CHOICE FUNDS**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff	-	-	-	-	-	-
Travel & Accommodations - Directors	-	-	-	-	-	-
Capital Acquisition	70,180	76,519		-	(76,519)	(70,180)
Subtotal Expenses	\$ 1,590,836	\$ 1,525,417	\$ (71,758)	\$ 1,549,367	\$ 23,950	1.57%
<b>TOTAL EXPENSES</b>	<b>\$ 1,590,836</b>	<b>\$ 1,525,417</b>	<b>\$ (65,419)</b>	<b>\$ 1,549,367</b>	<b>\$ 23,950</b>	<b>\$ (41,469)</b>

<b>REVENUES:</b>						
Choice Revenue	\$ 1,590,836	\$ 1,525,417	\$ (65,419)	\$ 1,549,367	\$ 23,950	\$ (41,469)
<b>TOTAL REVENUES</b>	<b>\$ 1,590,836</b>	<b>\$ 1,525,417</b>	<b>\$ (65,419)</b>	<b>\$ 1,549,367</b>	<b>\$ 23,950</b>	<b>\$ (41,469)</b>

- (1) Total FY2020-2021 Salaries & Wages includes \$61,179 for intern support
- (2) Total FY2020-2021 Benefits includes \$6,547 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 11.031% for Classic employees and 7.732% for PEPRA Calpers employees. A further assumption is that medical, dental and vision insurance rates will increase by 3% for calendar year 2021.

**Exhibit A4**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**CONSOLIDATED**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>OPERATING EXPENSES:</b>						
Salaries & Wages	\$ 4,052,039	\$ 3,872,273	\$ (179,766)	\$ 4,156,523	\$ 284,250	\$ 104,484
less for Recovery from Grants	(5,500)	-	5,500	-	-	5,500
Employee Benefits	1,261,649	1,202,448	(59,201)	1,341,094	138,646	79,445
Director Compensation	268,133	205,000	(63,133)	281,920	76,920	13,787
Director Benefits	93,947	123,093	29,146	115,400	(7,693)	21,453
MWD Representation	153,218	112,000	(41,218)	161,097	49,097	7,879
CALPERS Unfunded Liability Contribution	207,000	207,000	-	207,000	-	-
Overhead Reimbursement	-	-	-	-	-	-
Health Insurance Coverage for Retirees	70,287	61,376	(8,911)	87,449	26,073	17,162
Audit Expense	29,240	19,767	(9,473)	29,725	9,958	485
Automotive & Toll Road Expenses	21,700	22,538	838	22,300	(238)	600
Vehicle Expense - Water Loss Control	13,160	5,246	(7,914)	6,350	1,104	(6,810)
Conference Expense - Staff	40,535	36,400	(4,135)	44,005	7,605	3,470
Conference Expense - Directors	28,440	28,400	(40)	28,490	90	50
Engineering Expense	435,000	277,600	(157,400)	340,000	62,400	(95,000)
Insurance Expense	140,000	105,000	(35,000)	110,000	5,000	(30,000)
Legal Expense - General	200,000	260,800	60,800	210,500	(50,300)	10,500
Maintenance Expense	138,527	110,345	(28,182)	131,420	21,075	(7,107)
Membership / Sponsorship	114,966	149,059	34,093	166,932	17,873	51,966
CDR Participation	50,156	50,156	-	53,158	3,002	3,002
Miscellaneous Expense	109,300	91,054	(18,246)	125,400	34,346	16,100
Postage / Mail Delivery	9,400	8,950	(450)	9,300	350	(100)
Professional Fees	1,487,330	1,323,781	(163,549)	1,569,068	245,287	81,738
Rents & Leases	3,616	2,800	(816)	1,750	(1,050)	(1,866)
Outside Printing, Subscription & Books	62,500	63,300	800	94,700	31,400	32,200
Office Supplies	36,000	30,500	(5,500)	39,000	8,500	3,000
Supplies - Water Loss Control	2,033	6,200	4,167	10,000	3,800	7,967
Building Repair & Maintenance	20,000	12,845	(7,155)	15,000	2,155	(5,000)
Computer Maintenance	8,000	6,000	(2,000)	8,000	2,000	-
Business Expense	5,200	3,500	(1,700)	4,500	1,000	(700)
Software Support & Expense	93,634	91,000	(2,634)	184,640	93,640	91,006
Computers and Equipment	49,450	42,400	(7,050)	33,550	(8,850)	(15,900)
Telecommunications Expense	25,773	29,904	4,131	30,850	946	5,077
Temporary Help Expense	5,000	14,000	9,000	5,000	(9,000)	-
Training Expense	32,000	69,937	37,937	94,500	24,563	62,500
Tuition Reimbursement	5,000	5,000	-	5,000	-	-

(1)

(2)

**Exhibit A4**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**CONSOLIDATED**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff	89,131	83,700	(5,431)	103,270	19,570	14,139
Travel & Accommodations - Directors	46,625	43,200	(3,425)	53,300	10,100	6,675
MWDOC's Contribution to WEROC: Operations	228,978	228,978	-	241,236	12,258	12,258
and to WEROC Capital Improvements	44,389	44,389	-	-	(44,389)	(44,389)
Capital Acquisition (excluding building)	437,080	96,519	(340,561)	75,000	(21,519)	(362,080)
Capital Acquisition to Carryover		346,900	346,900	271,900	(75,000)	271,900
Capital Acq Prior Year Carryover Credit	(330,624)	(330,624)	-	(346,900)	(16,276)	(16,276)
<b>NORMAL OPERATING EXPENSES</b>	<b>\$ 9,782,312</b>	<b>\$ 9,162,734</b>	<b>\$ (619,578)</b>	<b>\$ 10,121,427</b>	<b>\$ 958,693</b>	<b>\$ 339,115</b>
MWDOC's Building Expense	\$ 1,259,057	\$ 410,410	\$ (848,647)	\$ 1,791,483	\$ 1,381,073	\$ 532,426
Building Expense to Carryover		\$ 848,647	\$ 848,647	\$ -	\$ (848,647)	\$ -
Building Expense Prior Year Carryover Credit	\$ (423,226)	\$ (423,226)	\$ -	\$ (1,143,117)	\$ (719,891)	\$ (719,891)
Contribution to Election Reserve		\$ -	\$ -	\$ -	\$ -	\$ -
Proj Additional Election Rsrv Contribution		\$ 637,000	\$ 637,000	\$ -	\$ (637,000)	\$ -
Portion to be Funded by General Oper Fund		(208,416)	(208,416)	-	208,416	-
<b>TOTAL EXPENSES</b>	<b>\$ 10,618,143</b>	<b>\$ 10,427,149</b>	<b>\$ (190,994)</b>	<b>\$ 10,769,794</b>	<b>\$ 342,645</b>	<b>\$ 151,651</b>

<b>REVENUES:</b>						
Retail Meter Charge	\$ 7,888,930	\$ 7,888,930	\$ 0	\$ 8,174,752	\$ 285,822	\$ 285,822
Ground Water Customer Charge	598,248	598,248	0	604,204	5,956	5,956
Interest Revenue	580,000	489,000	(91,000)	458,000	(31,000)	(122,000)
Miscellaneous Income	3,000	15,600	12,600	3,000	(12,600)	-
Choice Revenue	1,590,836	1,525,417	(65,419)	1,549,367	23,950	(41,469)
<b>TOTAL REVENUES</b>	<b>\$ 10,661,013</b>	<b>\$ 10,517,195</b>	<b>\$ (143,818)</b>	<b>\$ 10,789,323</b>	<b>\$ 272,128</b>	<b>\$ 128,310</b>

<b>EFFECT ON RESERVES:</b>						
<b>TOTAL CONTRIBUTION (DRAW) FROM RESERVES</b>	<b>\$ 42,870</b>	<b>\$ 90,046</b>	<b>\$ 47,176</b>	<b>\$ 19,529</b>	<b>\$ (70,517)</b>	<b>\$ (23,341)</b>

- (1) Total FY2020-2021 Salaries & Wages includes \$77,019 for intern support
- (2) Total FY2020-2021 Benefits includes \$8,232 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 11.031% for Classic employees and 7.732% for PEPRA employees. A further assumption is that medical, dental and vision insurance rates will increase by 3% for calendar year 2021.
- (3) Carryover is for work and capital purchases on the building that were budgeted for but not completed and will be carried over to the next year as a carryover credit
- (4) Carryover credit is the cumulative dollars from prior years that was unspent and that will be applied toward work projected to be completed in future years.
- (5) Based on correspondence with the O.C. Registrar of Voters on October 30, 2019 concerning election expense increases where costs per election will range from \$261,788 to \$333,185. The portion to be funded by the general operating fund is shown on the line below.
- (6) MWDOC FY2020-2021 designated reserve target is unfunded in the amount of \$109,715 with \$90,046 projected to be added to reserves from FY2019-2020 operations. Therefore the target needed contribution to reserves from FY2020-2021 operations is (\$109,715-\$90,046) \$19,669.

**Exhibit A5**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**WATER FUND**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>Water Revenues</b>			(1)			(2)
Water Sales	\$ 237,841,537	\$ 174,871,979	\$ (62,969,558)	\$ 213,288,586	\$ 38,416,607	\$ (24,552,951)
Local Resource Program Incentives	(5,465,263)	(5,449,864)	15,399	(4,881,259)	568,605	584,004
Readiness-To-Serve Charge	10,071,282	10,566,985	495,703	11,583,326	1,016,341	1,512,044
Capacity Charge	3,615,440	3,746,098	130,658	3,892,240	146,142	276,800
Interest Revenue - Tier 2 Cont.	20,000	21,000	1,000	22,000	1,000	2,000
SCP/SAC Pipeline Surcharge	350,000	312,432	(37,568)	315,000	2,568	(35,000)
<b>TOTAL WATER REVENUES</b>	<b>\$ 246,432,996</b>	<b>\$ 184,068,630</b>	<b>\$ (62,364,367)</b>	<b>\$ 224,219,893</b>	<b>\$ 40,151,263</b>	<b>\$ (22,213,103)</b>
<b>Water Expenses</b>						
Water Purchases	\$ 237,841,537	\$ 174,871,979	\$ (62,969,558)	\$ 213,288,586	\$ 38,416,607	\$ (24,552,951)
Local Resource Program Incentives	(5,465,263)	(5,449,864)	15,399	(4,881,259)	568,605	584,004
Readiness-To-Serve Charge	10,071,282	10,566,985	495,703	11,583,326	1,016,341	1,512,044
Capacity Charge	3,615,440	3,746,098	130,658	3,892,240	146,142	276,800
SCP/SAC Pipeline Surcharge	350,000	312,432	(37,568)	315,000	2,568	(35,000)
<b>TOTAL WATER EXPENSES</b>	<b>\$ 246,412,996</b>	<b>\$ 184,047,630</b>	<b>\$ (62,365,367)</b>	<b>\$ 224,197,893</b>	<b>\$ 40,150,263</b>	<b>\$ (22,215,103)</b>
<b>Changes to Fund Balance:</b>						
Tier 2 Contingency	\$ 20,000	\$ 21,000	\$ 1,000	\$ 22,000	\$ 1,000	\$ 2,000

(1) The large variance between FY19-20 Adopted Budget and Project Actuals is due to the below average water demands of MWDOC's retail agencies, but it is mostly the result of OCWD's decision not to purchase any replenishment water due to the anticipated PFAS regulations. Although there was 26,500 AF of total Cyclic water purchased from OCWD between September and December 2019 it did not replace the total budget estimate of 65,000 AF of replenishment water.

(2) Proposed Budget sales for FY2020-21 are estimated to be below last year's Adopted Budget as a result of OCWD's decision not to purchase 65,000 AF of replenishment water due to the PFAS regulations reducing groundwater production. Although PFAS will increase treated imported water purchases among a number of groundwater producers, total imported water purchases are still estimated to be below historical averages.

**Exhibit A6**  
**SUMMARY OF FUNDING AND EXPENSES**  
**For All Water Use Efficiency Programs**

	FY 2019-2020 ADOPTED BUDGET	FY 2019-2020 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2020-2021 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>Funding</b>						
Metropolitan Water District	\$ 1,067,130	\$ 1,011,036	\$ (56,094)	\$ 788,114	\$ (222,922)	\$ (279,016)
USBR	77,850	140,291	62,441	137,354	(2,937)	59,504
DWR	150,162	972,345	822,183	465,836	(506,509)	315,674
Member Agencies	1,040,004	365,216	(674,788)	153,630	(211,586)	(886,374)
MWDOC	35,000	35,000	(0)	35,000	-	(0)
<b>TOTAL OUTSIDE FUNDING</b>	<b>\$ 2,370,147</b>	<b>\$ 2,523,887</b>	<b>\$ 153,741</b>	<b>\$ 1,579,934</b>	<b>\$ (943,954)</b>	<b>\$ (790,213)</b>
<b>Program Expenses Funded from Outside Sources</b>						
Project Administration - Staff Time	\$ 5,500	\$ -	\$ (5,500)	\$ -	\$ -	\$ (5,500)
Monitoring and Evaluation	-	-	-	-	-	-
Installation Verification	50,000	65,044	15,044	59,000	(6,045)	9,000
Rebate Incentives	2,320,539	2,458,843	138,304	1,520,934	(937,909)	(799,605)
Databasing	-	-	-	-	-	-
<b>TOTAL PROGRAMS EXPENSES</b>	<b>\$ 2,376,039</b>	<b>\$ 2,523,887</b>	<b>\$ 147,849</b>	<b>\$ 1,579,934</b>	<b>\$ (943,954)</b>	<b>\$ (796,105)</b>

**Exhibit B**  
**Expenditures by Program**

Cost Center	PROGRAM	FY 2019-2020 BUDGET FTE	FY 2020-2021 BUDGET FTE	FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
11	Administrative - Board	1.80	1.67	\$ 1,184,631	\$ 1,078,338	\$ 1,248,736
12	Administrative - General	3.54	3.74	638,939	719,849	778,147
13	Personnel / Staff Development	1.52	1.55	328,436	401,227	457,205
19	Overhead	4.27	4.40	1,154,272	1,088,648	1,147,754
21	Reliability Planning and Engineering	4.15	3.62	1,139,854	937,588	941,829
23	Metropolitan Issues and Water Policy	3.96	3.76	804,601	654,647	777,670
31	Governmental Affairs	0.94	0.97	495,902	469,764	514,988
35	Water Use Efficiency (Core)	0.97	1.04	485,759	392,142	480,242
32	Public Affairs	3.81	3.99	796,908	802,728	925,659
41	Finance	3.17	3.55	582,299	518,979	677,735
45	Information Technology	0.99	1.01	306,509	300,040	380,857
25	MWDOC's Contribution to WEROC	2.53	3.20	273,367	273,367	241,236
<b>CORE TOTAL</b>		<b>31.67</b>	<b>32.51</b>	<b>\$ 8,191,477</b>	<b>\$ 7,637,317</b>	<b>\$ 8,572,060</b>
62	Water Use Efficiency Program	5.07	4.85	874,517	815,635	861,900
63	School Programs	0.10	0.06	437,561	440,659	443,335
70	Water Loss Control	1.46	1.83	278,757	269,123	244,132
<b>CHOICE TOTAL</b>		<b>6.62</b>	<b>6.73</b>	<b>\$ 1,590,836</b>	<b>\$ 1,525,417</b>	<b>\$ 1,549,367</b>
<b>CORE &amp; CHOICE TOTAL</b>		<b>38.29</b>	<b>39.24</b>	<b>\$ 9,782,312</b>	<b>\$ 9,162,734</b>	<b>\$ 10,121,427</b>
Includes:	Full-time employees	33.12	33.00	(2)		
	Part-time employees	0.74	0.75			
	Interns	1.90	2.39	(3)		
	WEROC Full-time employees	2.53	2.72			
	WEROC Part-time employees	0.00	0.48	(3)		

(1) Total Operational Costs of WEROC is allocated among MWDOC, OCWD, OCSD, Anaheim, Santa Ana, Fullerton and South Orange County Wastewater Authority. Capital Expenditures are provided by MWDOC. Dollars shown are MWDOC's share only.

(2) FTE's for 2019-2020 are calculated based on 2096 hours of work for the year. FTE's for 2020-2021 are calculated based on 2088 hours worked for the year. This corresponds to the actual working days for the fiscal year which varies year to year. MWDOC and WEROC combined are budgeted to have a total of 36 full-time employees, 1 part-time employee and 5 interns. MWDOC and WEROC share one of the full-time employees. Several full-time employees are budgeted to work less than 40 hours a week which explains the fractions of an FTE for full-time employees. Another reason for the fractions of an FTE are that employees are budgeted to work in multiple cost centers. This includes budgeting their vacation, sick and holiday hours to cost center 19 (overhead).

(3) The increase of one FTE overall is due to WEROC hiring one temporary part-time employee for the AWIA program and Water Loss Control hiring one part-time intern.

**Municipal Water District of Orange County**  
**2020-2021 FISCAL MASTER PLAN PROJECTIONS**

(in thousands)

	Projected ACTUALS FY19-20	BUDGET FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26
Beginning Designated Reserve Balance - MWDOC	\$6,768	\$ 6,649	\$ 6,669	\$ 6,481	\$ 6,688	\$ 7,005	\$ 7,692
OPEB Reserve	297	297	297	297	297	297	297
Adjusted Reserve Balance	6,471	6,352	6,372	6,184	6,391	6,708	7,395
<b>Revenues</b>							
Water Rate Revenues:							
Retail Meter Agency Charge	7,889	8,175	8,441	8,718	8,998	9,284	9,573
Ground Water Customer Charge	598	604	616	629	641	654	667
Subtotal	8,487	8,779	9,057	9,347	9,639	9,938	10,240
Other Revenues:							
Choice Revenues	1,525	1,549	1,580	1,612	1,644	1,677	1,711
Interest Earnings	489	458	597	599	616	637	671
Misc./Reimbursements	16	3	3	3	3	3	3
Subtotal	2,030	2,010	2,181	2,214	2,263	2,317	2,384
<b>Total Revenues</b>	10,517	10,789	11,238	11,561	11,902	12,255	12,624
<b>Expenses</b>							
Core Expenses	7,601	8,572	8,744	8,918	9,097	9,279	9,464
Choice Expenses	1,525	1,549	1,580	1,612	1,644	1,677	1,711
Capital Acquisitions (not including building)	36	-	20	20	20	20	20
<b>Total Expenses w/o Building &amp; Election</b>	9,163	10,121	10,344	10,550	10,761	10,976	11,195
<b>Revenue Over Expenses w/o Building &amp; Election</b>	1,354	668	894	1,011	1,141	1,279	1,429
<b>ELECTION Reserve Beginning Balance</b>	696	1,333	-	582	164	746	-
<b>Annual Election Reserve Contribution</b>	637	-	582	582	582	582	582
<b>Annual Election Expense</b>	-	1,333	-	1,000	-	1,333	-
<b>Election Reserve Ending Balance</b>	1,333	-	582	164	746	-	582
<b>BUILDING Reserve Beginning Balance</b>	444	445	444	-	212	444	444
<b>Annual Building Reserve Contribution</b>	836	648	500	222	242	10	10
<b>Annual Building Expense</b>	836	648	952	10	10	10	10
<b>Building Reserve Ending Balance</b>	445	444	-	212	444	444	444
<b>CASH FLOW Reserve Beginning Balance</b>	1,500	1,500	1,500	1,500	1,500	1,500	1,500
<b>Annual Cash Flow Reserve Contribution</b>	-	-	-	-	-	-	-
<b>Cash Flow Reserve Ending Balance</b>	1,500	1,500	1,500	1,500	1,500	1,500	1,500
<b>Adjustments to the General Fund Reserve</b>	-	-	-	-	-	-	-
<b>Ending General Fund &amp; Cash Flow Reserves</b>	\$ 4,574	\$ 5,928	\$ 5,602	\$ 6,015	\$ 5,518	\$ 6,951	\$ 7,206
Document does not reflect MWDOC's irrevocable trust towards OPEB liability							
<b>MWDOC Water Rates</b>							
Total Retail Customer Meters	636,204	641,157	644,366	648,211	652,010	656,101	660,200
OCWD BPP %	75%	75%	75%	75%	75%	75%	75%
<b>Increment Rate</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Connection Charge</b>	\$ 12.40	\$ 12.75	\$ 13.10	\$ 13.45	\$ 13.80	\$ 14.15	\$ 14.50
Fixed Charge %		100%	100%	100%	100%	100%	100%
<b>Rate Increase Proposal:</b>							
Increment Rate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Charge	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35

1 Assumptions for FMP:

Inflation factor:

2.00% per year

Rate of return on Investment of portfolio:

3.21% per year

**Working Capital and Interest Revenue Projections**

	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
<b>Working Capital:</b>					
Designated Reserve Fund	6,669	6,481	6,688	7,005	7,692
General Fund Float	8,000	8,000	8,000	8,000	8,000
WUE use of fund	(200)	(200)	(200)	(200)	(200)
Water Payment Float	3,850	3,875	3,900	3,925	3,950
Average Working Capital	18,319	18,156	18,388	18,730	19,442
Interest rate	3.26%	3.30%	3.35%	3.40%	3.45%
<b>Interest Revenue Projections:</b>					
Interest income - General	597	599	616	637	671
<b>Total Interest Revenue Projections</b>	597	599	616	637	671



## Total Core Expenses

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	3,516,650	3,364,258	3,601,463
6090	Directors Compensation - MWDOC	268,133	205,000	281,920
6095	Directors Compensation - MWD	153,218	112,000	161,097
6105	Benefits - Admin	1,097,993	1,066,592	1,181,327
	CALPERS Unfunded Liability Contribution	207,000	207,000	207,000
	Overhead Reimbursement	(223,992)	(231,947)	(223,225)
6115	Benefits - Directors	93,947	123,093	115,400
6120	Health Insurance Coverage for Retirees	70,287	61,376	87,449
6205	Training	30,000	67,937	92,500
6210	Tuition Reimbursement	5,000	5,000	5,000
6220	Temporary Help	5,000	14,000	5,000
7010	Engineering - Outside Services	435,000	277,600	340,000
7020	Legal - General	200,000	260,800	210,500
7030	Audit	29,240	19,767	29,725
7040	Other Professional Fees	920,445	780,546	1,007,702
7110	Conference - Employee	40,535	36,400	44,005
7115	Conference - Directors	28,440	28,400	28,490
7150	Travel & Accommodations - Employee	89,131	83,700	103,270
7155	Travel & Accommodations - Director	46,625	43,200	53,300
7210	Membership / Sponsorship	114,966	149,059	166,932
7250	CDR Participation	50,156	50,156	53,158
7305	Business Expense	5,200	3,500	4,500
7310	Office Maintenance	138,527	110,345	125,420
7315	Building Repair & Maintenance	20,000	12,845	15,000
7320	Rents & Leases	3,616	2,800	1,750
7330	Office Supplies	36,000	30,500	39,000
7340	Postal / Mail Delivery	9,000	8,650	8,900
7350	Subscriptions / Books	1,500	600	1,000
7360	Reproduction Expense	61,000	62,700	93,700
7410	Computer & Peripherals Maint	8,000	6,000	8,000
7430	Software Purchase	34,500	32,000	42,000
7440	Software Support	59,134	59,000	127,640
7540	Computers and Equipment	45,750	40,000	31,550
7580	Maintenance Expense	-	-	6,000
7610	Automotive / Mileage	19,300	20,818	20,000
7615	Toll Road Charges	900	1,220	1,300
7620	Insurance Expense	140,000	105,000	110,000
7640	Utilities - Telephone	24,333	28,704	29,650
7650	Bank Fees	1,200	900	1,200
7670	Miscellaneous Expenses	96,100	78,154	112,200
8810	Capital Acquisition	366,900	20,000	75,000
	<b>Total Expenditure</b>	<b>8,248,735</b>	<b>7,347,674</b>	<b>8,405,824</b>
MWDOC's Contribution:				
	to WEROC Capital improvements	44,389	44,389	-
	to WEROC Operations	228,978	228,978	241,236
MWDOC's Contribution to Election Rsrv				
	Proj Additional Election Rsrv Contribution	-	637,000	-
	Portion to be Funded by Gen Oper Fund	-	(208,416)	-
Capital Acquisition to Carryover (8810)				
	Capitol Acq Prior Year Carryover Credit	(330,624)	(330,624)	(346,900)
MWDOC's Building Expense (8811)				
	Building Expense to Carryover	-	848,647	-
	Building Prior Year Carryover Credit	(423,226)	(423,226)	(1,143,117)
		<u>9,027,309</u>	<u>8,901,732</u>	<u>9,220,427</u>

## Total Choice Revenue and Expense

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
	Choice Revenue	1,289,894	1,289,893	1,549,367
4205	School Contracts	118,213	118,213	-
4705	Prior Year Carry Over	182,729	182,729	-
		-	-	-
	Choice billing over/under	-	(65,418)	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total Revenue</b>	<b>1,590,836</b>	<b>1,525,417</b>	<b>1,549,367</b>

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	535,389	508,015	555,060
	S & B Reimb. DSC or Recov from Grants	(5,500)	-	-
6090	Directors Compensation - MWDOC	-	-	-
6095	Directors Compensation - MWD	-	-	-
6105	Benefits - Admin	163,657	135,856	159,766
	Overhead Reimbursement	223,992	231,947	223,225
6115	Benefits - Directors	-	-	-
6120	Health Insurance Coverage for Retirees	-	-	-
6205	Training	2,000	2,000	2,000
6210	Tuition Reimbursement	-	-	-
6220	Temporary Help	-	-	-
7010	Engineering - Outside Services	-	-	-
7020	Legal - General	-	-	-
7030	Audit	-	-	-
7040	Other Professional Fees	141,972	118,322	127,572
	Other Professional Fees - School Programs	424,913	424,913	433,794
7110	Conference - Employee	-	-	-
7115	Conference - Directors	-	-	-
7150	Travel & Accommodations - Employee	-	-	-
7155	Travel & Accommodations - Director	-	-	-
7210	Membership / Sponsorship	-	-	-
7250	CDR Participation	-	-	-
7310	Office Maintenance	-	-	-
7320	Rents & Leases	-	-	-
7330	Office Supplies	-	-	-
7332	Supplies - Water Loss Control	2,033	6,200	10,000
7340	Postal / Mail Delivery	400	300	400
7350	Subscriptions / Books	-	-	-
7360	Reproduction Expense	-	-	-
7410	Computer & Peripherals Maint	-	-	-
7430	Software Purchase	-	-	15,000
7440	Software Support	-	-	-
7540	Computers and Equipment	3,700	2,400	2,000
7580	Maintenance Expense	-	-	-
7610	Automotive / Mileage	-	-	-
7612	Vehicle Expense	13,160	5,246	6,350
7615	Toll Road Charges	1,500	500	1,000
7620	Insurance Expense	-	-	-
7640	Utilities - Telephone	1,440	1,200	1,200
7650	Bank Fees	-	-	-
7670	Miscellaneous Expenses	12,000	12,000	12,000
8410	Overhead Reimbursement	-	-	-
8610	Depreciation Expense	-	-	-
8710	Election Expenses	-	-	-
8810	Capital Acquisition	70,180	76,519	-
	<b>Total Expenditure</b>	<b>1,590,836</b>	<b>1,525,417</b>	<b>1,549,367</b>

## Total Core and Choice Expenses

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	4,052,039	3,872,273	4,156,523
	S & B Reimb. DSC or Recov from Grants	(5,500)	-	-
6090	Directors Compensation - MWDOC	268,133	205,000	281,920
6095	Directors Compensation - MWD	153,218	112,000	161,097
6105	Benefits - Admin	1,261,650	1,202,448	1,341,094
	CALPERS Unfunded Liability Contribution	207,000	207,000	207,000
	Overhead Reimbursement	(0)	-	-
6115	Benefits - Directors	93,947	123,093	115,400
6120	Health Insurance Coverage for Retirees	70,287	61,376	87,449
6205	Training	32,000	69,937	94,500
6210	Tuition Reimbursement	5,000	5,000	5,000
6220	Temporary Help	5,000	14,000	5,000
7010	Engineering - Outside Services	435,000	277,600	340,000
7020	Legal - General	200,000	260,800	210,500
7030	Audit	29,240	19,767	29,725
7040	Other Professional Fees	1,062,417	898,868	1,135,274
	Other Professional Fees - School Programs	424,913	424,913	433,794
7110	Conference - Employee	40,535	36,400	44,005
7115	Conference - Directors	28,440	28,400	28,490
7150	Travel & Accommodations - Employee	89,131	83,700	103,270
7155	Travel & Accommodations - Director	46,625	43,200	53,300
7210	Membership / Sponsorship	114,966	149,059	166,932
7250	CDR Participation	50,156	50,156	53,158
7305	Business Expense	5,200	3,500	4,500
7310	Office Maintenance	138,527	110,345	125,420
7315	Building Repair & Maintenance	20,000	12,845	15,000
7320	Rents & Leases	3,616	2,800	1,750
7330	Office Supplies	36,000	30,500	39,000
7332	Supplies - Water Loss Control	2,033	6,200	10,000
7340	Postal / Mail Delivery	9,400	8,950	9,300
7350	Subscriptions / Books	1,500	600	1,000
7360	Reproduction Expense	61,000	62,700	93,700
7410	Computer & Peripherals Maint	8,000	6,000	8,000
7430	Software Purchase	34,500	32,000	57,000
7440	Software Support	59,134	59,000	127,640
7540	Computers and Equipment	49,450	42,400	33,550
7580	Maintenance Expense	-	-	6,000
7610	Automotive / Mileage	19,300	20,818	20,000
7612	Vehicle Expense	13,160	5,246	6,350
7615	Toll Road Charges	2,400	1,720	2,300
7620	Insurance Expense	140,000	105,000	110,000
7640	Utilities - Telephone	25,773	29,904	30,850
7650	Bank Fees	1,200	900	1,200
7670	Miscellaneous Expenses	108,100	90,154	124,200
8810	Capital Acquisition	437,080	96,519	75,000
	<b>Total Expenditure</b>	<b>9,839,570</b>	<b>8,873,091</b>	<b>9,955,191</b>

MWDOC's Contribution:

to WEROC Capital improvements	44,389	44,389	-
to WEROC Operations	228,978	228,978	241,236
MWDOC's Contribution to Election Rsv	-	-	-
Proj Additional Election Rsv Contribution	-	637,000	-
Portion to be Funded by Gen Oper Fund	-	(208,416)	-
Capital Acquisition to Carryover (8810)	-	346,900	271,900
Capitol Acq Prior Year Carryover Credit	(330,624)	(330,624)	(346,900)
MWDOC's Building Expense (8811)	1,259,057	410,410	1,791,483
Building Expense to Carryover	-	848,647	-
Building Prior Year Carryover Credit	(423,226)	(423,226)	(1,143,117)
	<b>10,618,144</b>	<b>10,427,149</b>	<b>10,769,794</b>

**Administrative - Board**  
**11**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	259,456	222,391	259,278	
6090	Directors Compensation - MWDOC	268,133	205,000	281,920	1
6095	Directors Compensation - MWD	153,218	112,000	161,097	2
6105	Benefits - Admin	81,347	76,457	82,231	
6115	Benefits - Directors	93,947	123,093	115,400	
6120	Health Insurance Coverage for Retirees				
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General	195,000	210,800	200,500	4
7030	Audit				
7040	Other Professional Fees				
7110	Conference - Employee				
7115	Conference - Directors	28,440	28,400	28,490	5
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director	46,625	43,200	53,300	5
7210	Membership / Sponsorship	28,072	27,333	35,320	6
7250	CDR Participation				
7310	Office Maintenance				
7320	Rents & Leases				
7330	Office Supplies				
7340	Postal / Mail Delivery	4,500	4,000	4,500	
7350	Subscriptions / Books				
7360	Reproduction Expense				
7410	Computer & Peripherals Maint				
7430	Software Purchase				
7440	Software Support				
7540	Computers and Equipment				
7580	Maintenance Expense				
7610	Automotive / Mileage	12,500	12,318	12,500	
7615	Toll Road Charges	500	745	800	
7620	Insurance Expense				
7640	Utilities - Telephone	893	600	700	
7650	Bank Fees				
7670	Miscellaneous Expenses	12,000	12,000	12,700	7
8410	Overhead Reimbursement				
8810	Capital Acquisition				
	<b>Total Expenditure</b>	<b>1,184,631</b>	<b>1,078,338</b>	<b>1,248,736</b>	

1&2 • Based on 5% increase from Jan to June 2021.

3 • Best, Best & Krieger \$ 195,800  
• Aleshire & Wynder \$ 15,000  
\$ 210,800

4 • Best, Best & Krieger \$ 185,500  
• Aleshire & Wynder \$ 15,000  
\$ 200,500

5 • See Exhibit F.

6 • See Exhibit D.

7 • Misc board expenses (supplies)

MWDOC's Contribution to Election Rsrv			
Proj Additional Election Rsrv Contribution		637,000	
Portion to be Funded by Gen Oper Fund		(208,416)	
	1,184,631	1,506,922	1,248,736

**Administrative - General**  
**12**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	269,650	296,698	317,772
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	103,684	119,012	124,865
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help	5,000	14,000	5,000
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	2,500	1,500	1,200
7110	Conference - Employee	40,535	36,400	44,005
7115	Conference - Directors			
7150	Travel & Accommodations - Employee	89,131	83,700	103,270
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship	61,784	103,308	112,877
7250	CDR Participation	50,156	50,156	53,158
7305	Business Expense	5,200	3,500	4,500
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books	1,500	600	1,000
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage	6,800	8,500	7,500
7615	Toll Road Charges	400	475	500
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	2,600	2,000	2,500
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>638,939</b>	<b>719,849</b>	<b>778,147</b>

1 • See Exhibit J.

2 • See Exhibit E.

3 • See Exhibit D.

4 • Center for Demographic Research at  
Cal State University Fullerton

**Personnel / Staff Development**  
**13**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	205,749	201,468	217,785
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	61,187	60,822	65,921
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training	30,000	67,937	92,500
6210	Tuition Reimbursement	5,000	5,000	5,000
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General	5,000	50,000	10,000
7030	Audit			
7040	Other Professional Fees			36,000
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	21,500	16,000	30,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>328,436</b>	<b>401,227</b>	<b>457,205</b>

1 • Staff Technical Training & Leadership  
Development Training

2 • Best, Best & Krieger

3 • Benchmark Study

4 • Employee Recognition \$ 5,000  
• Applicant Background Checks & Physical \$ 2,500  
• Team Building, Lunch meetings \$ 1,200  
• Holiday Lunch \$ 3,000  
• OCWD Health Fair \$ 300  
• Employee Flu Shots \$ 200  
• Job Ads Recruiting \$ 5,000  
• TAD Executive Assessments \$ 12,800  
\$ 30,000

**Overhead**  
**19**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	524,930	535,033	553,351	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	158,034	167,972	174,609	
6109	CALPERS Unfunded Liability Contribution	207,000	207,000	207,000	
6111	Overhead Reimbursement from Choice	(223,992)	(231,947)	(223,225)	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees	70,287	61,376	87,449	1
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General				
7030	Audit				
7040	Other Professional Fees	6,812	6,300	6,400	2
7110	Conference - Employee				
7115	Conference - Directors				
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				
7210	Membership / Sponsorship				
7250	CDR Participation				
7310	Office Maintenance	138,527	110,345	125,420	3
7315	Building Repair & Maintenance	20,000	12,845	15,000	
7320	Rents & Leases	3,616	2,800	1,750	4
7330	Office Supplies	36,000	30,500	39,000	
7340	Postal / Mail Delivery	4,500	4,650	4,400	
7350	Subscriptions / Books				
7360	Reproduction Expense	4,500	6,200	7,200	
7410	Computer & Peripherals Maint				
7430	Software Purchase				
7440	Software Support				
7540	Computers and Equipment				
7580	Maintenance Expense			6,000	5
7610	Automotive / Mileage				
7615	Toll Road Charges				
7620	Insurance Expense	140,000	105,000	110,000	
7640	Utilities - Telephone	22,483	27,198	28,000	
7650	Bank Fees	1,200	900	1,200	
7670	Miscellaneous Expenses	4,100	6,200	4,200	6
8810	Capital Acquisition	366,900	20,000	75,000	7
	<b>Total Expenditure</b>	<b>1,484,896</b>	<b>1,072,372</b>	<b>1,222,754</b>	
	Capital Acquisition to Carryover (8810)		346,900	271,900	9
	Capitol Acq Prior Year Carryover Credit	(330,624)	(330,624)	(346,900)	
	MWDOC's Building Expense (8811)	1,259,057	410,410	1,791,483	8
	Building Expense to Carryover		848,647		
	Building Prior Year Carryover Credit	(423,226)	(423,226)	(1,143,117)	9
		<u>1,990,103</u>	<u>1,924,479</u>	<u>1,796,120</u>	

1 **Retirees:**

- 15 Retirees

2 • Pension Plan administration by Dissinger Associates \$ 4,000

- Cafeteria Plan Wagerworks \$ 2,400

6,400

3 • Window Cleaning \$ 1,200

- Sewer Flush & Extra Office Cleaning \$ 800
- OCWD \$ 113,080
- Plant Maintenance \$ 2,640
- Landscape/Maintenance Atrium \$ 5,000
- Binding Machine Renewal \$ 800
- Carpet & Extra Office Cleaning \$ 1,900

\$ 125,420

4 • Corradata \$ 750

- El Toro Water District (South EOC site) 1,000

\$ 1,750

5 Generator Maintenance

6 • Misc equipment repairs, fees etc.

7 • Office Furniture/Audio Visual See Exhibit H

8 • Bldg Improvements - Eval / Design / Seismic / Construction

9 • FY19-20 & FY20-21 carryover is for work and capital purchases on the building that were budgeted for but will not be completed and will be carried over to the next year as a carryover credit.

• FY19-20 & FY20-21 carryover credit are the cumulative dollars from prior years that were unspent and will be applied toward work projected to be completed in future years.

**Reliability Planning and Engineering**  
**21**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	629,997	532,935	507,880
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	177,357	147,542	160,449
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services	325,000	252,000	265,000
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone	500	456	500
7650	Bank Fees			
7670	Miscellaneous Expenses	7,000	4,654	8,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>1,139,854</b>	<b>937,588</b>	<b>941,829</b>

1 See Exhibit J



# Metropolitan Issues and Water Policy

23

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	528,844	488,670	530,517
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	165,757	140,377	172,153
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services	110,000	25,600	75,000
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7045	Other Professional Fees - MET			
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	804,601	654,647	777,670

• See Exhibit J

**Government Affairs**  
**31**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	125,148	124,974	137,179
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	44,755	44,790	49,609
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	314,000	292,000	314,000
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	12,000	8,000	14,200
8410	Overhead Reimbursement			
8610	Depreciation Expense			
8710	Election Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>495,902</b>	<b>469,764</b>	<b>514,988</b>

1 • BB&K \$ 96,000  
 • Barker \$ 96,000  
 • Travel/Miscellaneous \$ 8,000  
 • Lewis Consulting \$ 32,000  
 • Ackerman \$ 24,000  
 • Grant Research & Acquisition \$ 36,000  
**\$ 292,000**

2 • BB&K \$ 96,000  
 • Barker \$ 96,000  
 • Travel/Miscellaneous \$ 8,000  
 • Lewis Consulting \$ 42,000  
 • Ackerman \$ 36,000  
 • Grant Research & Acquisition \$ 36,000  
**\$ 314,000**

3 • Legislative Outreach & Briefings \$ 5,000  
 • WACO \$ 5,000  
 • D.C. Luncheon \$ 1,200  
 • D.C. Dinner \$ 3,000  
**\$ 14,200**

**Public Affairs**  
**32**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	358,126	377,387	398,601	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	112,792	121,358	126,657	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees				
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General				
7030	Audit				
7040	Other Professional Fees	241,133	226,133	281,852	1
7047	Prof Service-Grant Recovery				
7110	Conference - Employee				
7115	Conference - Directors				
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				
7210	Membership / Sponsorship				
7250	CDR Participation				
7310	Office Maintenance				
7320	Rents & Leases				
7330	Office Supplies				
7340	Postal / Mail Delivery				
7350	Subscriptions / Books				
7360	Reproduction Expense	56,500	56,500	86,500	2
7410	Computer & Peripherals Maint				
7430	Software Purchase				
7440	Software Support				
7450	Software Development				
7510	Site Maintenance				
7540	Computers and Equipment				
7580	Maintenance Expense				
7610	Automotive / Mileage				
7615	Toll Road Charges				
7620	Insurance Expense				
7640	Utilities - Telephone	457	450	450	
7650	Bank Fees				
7670	Miscellaneous Expenses	27,900	20,900	31,600	3
8810	Capital Acquisition				
	<b>Total Expenditure</b>	<b>796,908</b>	<b>802,728</b>	<b>925,659</b>	

<b>1 Public Affairs Activities:</b>	
• Resolutions/Proclamations	\$ 4,500
• Member Agency Workshops PAW	\$ 8,000
• Consumer Confidence Reports	\$ 41,852
• Event Registration Fees	\$ 12,500
• Delta Conveyance Program Support	\$ 30,000
• Wyland Mayors Challenge	\$ 10,000
• Scouts Program	\$ 15,000
• CA Water, Energy & Education Alliance	5,000
• Environmental Literacy Initiative	20,000
Subtotal	\$146,852

<b>Communications Plan Activities:</b>	
• Strategic Digital Outreach	\$ 95,000
• Advertising	\$ 20,000
• Special Events AV Support	\$ 20,000
Subtotal	\$135,000
	<u>\$281,852</u>

<b>2 • Promotional Items, Branded Materials</b>	
• Info Items Handouts, Books, Folders	\$ 35,000
• Poster Slogan Award & Ceremony	6,500
	<u>\$ 86,500</u>

<b>3 • Ricki Maint and Repair</b>	
• Children's Water Festival	\$ 4,100
• Sponsorship	\$ 3,500
• Spring Smartscape Expo	\$ 7,000
• Event Display Materials	\$ 4,000
• Legislative Staff Trip Travel Costs	\$ 5,000
• Sponsorship Contingency Fund	\$ 5,000
• Storage Facility	3,000
	<u>\$ 31,600</u>

**Water Use Efficiency  
(Core)  
35**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	144,986	118,750	153,980
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	44,663	39,724	46,028
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	265,000	209,250	255,500
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship	25,110	18,418	18,735
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	6,000	6,000	6,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>485,759</b>	<b>392,142</b>	<b>480,242</b>

1 • General Research	\$ 75,000
• Landscape Education	500
• Water Loss Control Work Grp	\$ 55,000
• WLC Business Plan Implement	\$ 25,000
• Aerial Imagery and Landscape Measurement Project	<u>\$100,000</u>
	<u>\$255,500</u>
2 • CalWEP Dues	\$ 6,100
• South O.C. Watershed Mngmt Area Dues	\$ 10,800
• OC CLCA	<u>\$ 1,835</u>
	<u>\$ 18,735</u>

**General Finance**  
**41**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	354,005	347,392	400,293
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	107,054	106,057	133,967
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit	29,240	19,767	29,725
7040	Other Professional Fees	91,000	45,363	112,750
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	1,000	400	1,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>582,299</b>	<b>518,979</b>	<b>677,735</b>

1 • Annual Audit	\$ 20,162
• Single Audit	\$ 4,563
• WUE Grant Review	\$ 5,000
	<u>\$ 29,725</u>

2 • Custodial Bank fees	\$ 6,500
• Financial Consulting	\$ 20,000
• OPEB Actuarial	\$ 3,750
• Rate Study	\$ 82,500
	<u>\$ 112,750</u>

**Information Technology**  
**45**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	115,761	118,561	124,828	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	41,365	42,478	44,839	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees				
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General				
7030	Audit				
7040	Other Professional Fees				1 • Misc repairs, maint & components
7110	Conference - Employee				
7115	Conference - Directors				2 • Misc software upgrades and license
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				3 • Laserfiche WORM Storage Cloud Backup \$ 1,000
7210	Membership / Sponsorship				• Exchange and AD Monitoring Software \$ 2,000
7250	CDR Participation				• MWDOC Website Support & Enhancements \$ 15,000
7310	Office Maintenance				• Investment software usage cost \$ 2,340
7320	Rents & Leases				• New Accufund ERP Software & Implementation \$ 80,000
7330	Office Supplies				• Accufund Annual Support \$ 8,800
7340	Postal / Mail Delivery				• Wireless Aps and Router \$ 4,500
7350	Subscriptions / Books				• ACT Annual Support \$ 2,000
7360	Reproduction Expense				• ECS Laserfiche Annual Support \$ 5,000
7410	Computer & Peripherals Maint	8,000	6,000	8,000	1
7430	Software Purchase	34,500	32,000	42,000	2
7440	Software Support	59,134	59,000	127,640	3
7540	Computers and Equipment	45,750	40,000	31,550	4
7580	Maintenance Expense				
7610	Automotive / Mileage				4 • Cisco Core Switch Replacement \$ 6,000
7615	Toll Road Charges				• 6 Desktop Computers w/ Monitors \$ 8,000
7620	Insurance Expense				• RICOH Color Printer Support \$ 350
7640	Utilities - Telephone				• Message Archiver for E-mail (5 yrs) \$ 7,000
7650	Bank Fees				• Four Hard Drives for Data Server \$ 1,600
7670	Miscellaneous Expenses	2,000	2,000	2,000	• Maintenance For Plotter \$ 600
8810	Capital Acquisition				• Firewall for Wireless Network \$ 4,500
	<b>Total Expenditure</b>	<b>306,509</b>	<b>300,040</b>	<b>380,857</b>	<b>• 2 Laptop Computers \$ 3,500</b>
					<b>\$ 31,550</b>

**Water Use Efficiency  
(choice)  
62**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
4215	Choice Revenue	754,860	754,860	861,900
4705	Prior Year Carry over	119,657	119,657	
	Choice billing over/under		(58,882)	
	<b>Total Revenue</b>	<b>874,517</b>	<b>815,635</b>	<b>861,900</b>

Choice billing over/under reflects revenue overage or shortfall to be reconciled with participating member agencies. Final charges will be revised by August 2020 to reflect the new budget year charges plus/minus prior year over/under.

		FY 2019-2020 PROPOSED BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	424,388	400,820	430,726
6012	Salaries & Benefits - Recovery from Grants	(5,500)		
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	118,725	108,878	127,175
	Overhead Reimbursement	188,532	181,315	170,027
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	141,972	118,322	127,572
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery	400	300	400
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	6,000	6,000	6,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>874,517</b>	<b>815,635</b>	<b>861,900</b>

1 • Recovery from WUE Grants for some Salaries and Benefits:

2 • Marketing of WUE programs \$ 40,000  
 • Residential Installation Verification Inspec \$ 35,000  
 • Turf Rebate Processing Platform - Droplet \$ 39,072  
 • Drip Rebate Processing Platform - Droplet \$ 6,000  
 • E-Signature Rebate Processing \$ 7,500  
**\$ 127,572**

**School Program  
(choice)  
63**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
4215	Choice Revenue	256,276	256,276	443,335
4205	School Contracts	118,213	118,213	
4705	Prior Year Carry over	63,072	63,072	
	Choice billing over/under		3,098	
	<b>Total Revenue</b>	437,561	440,659	443,335

Choice billing over/under reflects revenue overage or shortfall to be reconciled with participating member agencies. Final charges will be revised by August 2020 to reflect the new budget year charges plus/minus prior year over/under.

		FY 2019-2020 PROPOSED BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	7,321	9,133	5,646
6105	Benefits - Admin	1,976	3,033	1,881
	Overhead Reimbursement	3,351	3,579	2,015
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7040	Other Professional Fees - School Programs	424,913	424,913	433,794
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Software Development			
7510	Site Maintenance			
7540	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	437,561	440,659	443,335

1 • High Schools \$ 61,500  
• Elementary Schools \$ 311,277  
• Middle Schools 61,017  
\$ 433,794



**Water Loss Control  
(choice)  
70**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
4215	Choice Revenue	278,757	278,757	244,132
4705	Prior Year Carry over			
	Choice billing over/under		(9,634)	
	<b>Total Revenue</b>	278,757	269,123	244,132

Revenues and expenses do not include pass-through costs to agencies for outside services performed for Meter Accuracy Testing and Distribution System Flushing

		FY 2019-2020 PROPOSED BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	103,680	98,061	118,688
	Salaries & Wages - Reimb. from Grants			
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	42,955	23,944	30,711
	Overhead Reimbursement	32,109	47,052	51,184
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training	2,000	2,000	2,000
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accomodations - Employee			
7155	Travel & Accomodations - Director			
7210	Membership / Sponsorship			
7220	CUWA Participation			
7240	AAWARF Participation			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7332	Supplies - Water Loss Control	2,033	6,200	10,000
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			15,000
7440	Software Support			
7450	Software Development			
7510	Site Maintenance			
7540	Computers and Equipment	3,700	2,400	2,000
7580	Maintenance Expense			
7610	Automotive / Mileage			
7612	Vehicle Expense	13,160	5,246	6,350
7615	Toll Road Charges	1,500	500	1,000
7620	Insurance Expense			
7640	Utilities - Telephone	1,440	1,200	1,200
7650	Bank Fees			
7670	Miscellaneous Expenses	6,000	6,000	6,000
8410	Overhead Reimbursement			
8610	Depreciation Expense			
8710	Election Expenses			
8810	Capital Acquisition	70,180	76,519	
	<b>Total Expenditure</b>	278,757	269,123	244,132

1 • Water Balance Validation Cert.

2 • Gloves, Hats, Uniforms, Uniform Cleaning, etc.

3 • CMMS System

4 • 2 Workstations & 1 Laptop

5 • Vehicle Fuel & Oil	\$ 5,000
• GPS Vehicle Tracking	\$ 1,000
• Auto Insurance	\$ 350
	<u>\$ 6,350</u>

6 • 2 Cell Phones

7 • See Exhibit H

**WEROC**  
**25**

		FY 2019-2020 BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
4320	MWDOC Contribution to Operations	228,978	228,978	241,236
4210	WEROC Contracts	228,978	228,978	241,236
4205				
4230	Reimbursements			
4240				
4410				
4805				
	<b>Operational Revenue</b>	<b>457,956</b>	<b>457,956</b>	<b>482,472</b>
	Operational Reserves to Capital			
	Capital Projects Carryover	150,219	150,219	
	MWDOC Contribution to Capital Improvements	44,389	44,389	
	<b>TOTAL WEROC Revenue</b>	<b>652,564</b>	<b>652,564</b>	<b>482,472</b>

1 • OCSD \$ 47,282  
 • SOCWA \$ 18,334  
 • OCWD \$ 120,618  
 • 3 Cities -- \$18,334 ea \$ 55,002  
**\$ 241,236**

3 • WEROC Reserves  
 4 • See Exhibit H

		FY 2019-2020 PROPOSED BUDGET	FY 2019-2020 PROJECTED ACTUALS	FY 2020-2021 PROPOSED BUDGET
6010	Salaries & Wages - Admin	267,463	268,101	320,388
	Salaries & Benefits - Recovery from Grants			
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	82,520	78,056	103,744
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training	1,150	1,375	2,000
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	30,000	44,120	-
7110	Conference - Employee	2,800	2,800	5,400
7115	Conference - Directors			
7150	Travel & Accommodations - Employee	8,380	5,182	8,190
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship	1,105	1,105	1,105
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office & Radio Supplies	1,000	1,397	1,800
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense	1,000	1,000	1,000
7410	Computer & Peripherals Maint	5,060	5,060	5,060
7430	Software Purchase			
7440	Software Support	7,441	7,088	10,685
7510	Site Maintenance	900	947	900
7540	Computers and Equipment			
7580	Maintenance - Generators	2,000	500	1,000
7581	Maintenance - Radios	1,838	1,838	2,000
7582	Maintenance - EOC's	2,000	2,056	2,000
7610	Automotive / Mileage	1,000	2,187	3,000
7615	Toll Road Charges	213	204	200
7620	Insurance Expense			
7640	Utilities - Telephone	10,000	13,106	10,000
7650	Bank Fees			
7670	Miscellaneous Expenses	1,000	1,005	1,000
7671	Miscellaneous Training	3,000	3,322	3,000
8810	Capital Acquisition			
	<b>Operations Expenditure</b>	<b>429,870</b>	<b>440,450</b>	<b>482,472</b>
	Contribution to Operating Reserves	28,086	-	
	<b>Total Operations Budget</b>	<b>457,956</b>	<b>440,450</b>	<b>482,472</b>
	Capital Expenditures	194,608	38,753	
	<b>TOTAL Expenditures</b>	<b>652,564</b>	<b>479,203</b>	<b>482,472</b>

5 • See Exhibit E

6 • See Exhibit J

7 • See Exhibit D

8 • See Exhibit H

# Exhibit D

## MUNICIPAL WATER DISTRICT OF ORANGE COUNTY Proposed District Participation Costs Fiscal Year 2020-2021

	Budget FY 2019-2020	Projected FY 2019-2020 Actuals	Budget FY 2020-2021	Approval included in Budget Approval
<b>Required Participation or Service</b>				
LAFCO	\$ 28,000	\$ 27,233	\$ 34,980	√
<b>Subtotal Cost Center 11</b>	\$ 28,000	\$ 27,233	\$ 34,980	
Association of Calif. Water Agencies (ACWA)	\$ 19,736	\$ 21,610	\$ 22,691	√
<b>Subtotal Cost Center 12</b>	\$ 19,736	\$ 21,610	\$ 22,691	
South OC Watershed Management Area Dues	\$ 10,500	\$ 10,500	\$ 10,800	√
<b>Subtotal Cost Center 35</b>	\$ 10,500	\$ 10,500	\$ 10,800	
<b>Subtotal - Required Participation or Service</b>	<b>\$ 58,236</b>	<b>\$ 59,343</b>	<b>\$ 68,471</b>	
<b>Elective Participation</b>				
Colorado River Water Users Assn. (CRWUA 2-Directors)	\$ 72	\$ 30	\$ 60	√
Orange County Water Association (OCWA 4 Directors)	\$ -	\$ 70	\$ 280	√
<b>Subtotal Cost Center 11</b>	\$ 72	\$ 100	\$ 340	
Association of California Cities- Orange County (ACCOC)	\$ 5,279	\$ 5,279	\$ 5,500	√
American Water Works Association (AWWA)	\$ 1,720	\$ 1,729	\$ 1,800	√
Association of Metropolitan Water Agencies (AMWA)	\$ -	\$ 20,426	\$ 21,447	√
CA Chamber of Commerce (HR California)	\$ 481	\$ 541	\$ 568	√
CALDESAL	\$ 5,125	\$ 5,000	\$ 5,150	√
California Association of Public Information Officers (CAPIO)	\$ 765	\$ 225	\$ 825	√
California Council for Environmental & Economic Balance (CCEEB)	\$ -	\$ 24,500	\$ 25,725	√
California Municipal Treasurers Association (CMTA)	\$ 160	\$ 160	\$ 170	√
California Municipal Utilities Association (CMUA)	\$ 8,000	\$ 4,240	\$ 4,450	√
California Society of Municipal Finance Officers (CSMFO)	\$ 130	\$ 110	\$ 120	√
California Special Districts Assn. (CSDA)	\$ 7,433	\$ 7,615	\$ 7,996	√
California Water, Energy and Education Alliance (CWEEA)	\$ -	\$ 2,500	\$ 2,500	√
Colorado River Water Users Assn. (CRWUA 3-staff)	\$ 108	\$ 90	\$ 90	√
Government Finance Officers Association (GFOA)	\$ 170	\$ 160	\$ 170	√
Indep. Special Districts of Or. Co. (ISDOC)	\$ 50	\$ 50	\$ 55	√
International Association of Business Communicators (IABC)	\$ 350	\$ 350	\$ 370	√
International Personnel Management Association (IPMA)	\$ 50	\$ 50	\$ 55	√
National Endangered Species Act Reform Coalition (NESARC)	\$ 1,000	\$ 1,000	\$ 1,050	√
National Water Resources Assn., Mun. Caucus	\$ 510	\$ 510	\$ 535	√
Orange County Business Council (OC Chamber)	\$ 5,125	\$ 5,000	\$ 5,150	√
Orange County Public Affairs Association (OCPAA)	\$ 205	\$ 205	\$ 615	√
Orange County Water Association (OCWA)	\$ 105	\$ 105	\$ 110	√
Public Relations Society of America/O.C. (PRSA)	\$ 728	\$ 1,020	\$ 1,600	√
Society of Human Resources Management (SHRM)	\$ 214	\$ 209	\$ 220	√
Southern California Personnel Management Assoc. (SCPMA)	\$ 55	\$ 55	\$ 60	√
South Orange County Economic Coalition (SOCEC)	\$ 1,530	\$ 1,530	\$ 1,600	√
Southern California Water Committee (SCWC)	\$ 865	\$ 865	\$ 900	√
Urban Water Institute	\$ 1,250	\$ 1,250	\$ 1,300	√
Water Environment Federation	\$ 50	\$ 50	\$ 55	√
Water Education Foundation	\$ 590	\$ -	\$ -	
<b>Subtotal Cost Center 12</b>	\$ 42,048	\$ 84,824	\$ 90,186	
OC Chapter-Calif. Landscape Contractors Assoc.	\$ 1,835	\$ 1,835	\$ 1,835	√
CA Water Efficiency Partnership (formerly CA Urban Water Cnsvr Cncl)	12,775	6,100	6,100	√
<b>Subtotal Cost Center 35</b>	\$ 14,610	\$ 7,935	\$ 7,935	
<b>Subtotal - Elective Participation</b>	<b>\$ 56,730</b>	<b>\$ 92,859</b>	<b>\$ 98,461</b>	
International Association of Emergency Managers	\$ 380	\$ 380	\$ 380	√
California Emergency Services Association	\$ 225	\$ 225	\$ 225	√
California Utilities Emergency Association	\$ 500	\$ 500	\$ 500	√
<b>WEROC Program Total</b>	1,105	1,105	1,105	
<b>GRAND TOTAL - General Fund</b>	<b>\$ 114,966</b>	<b>\$ 152,202</b>	<b>\$ 166,932</b>	

# Exhibit E

## MUNICIPAL WATER DISTRICT OF ORANGE COUNTY Summary of Proposed Staff Registration & Travel Budget <sup>(1)</sup> Fiscal Year 2020-2021

Conference / Meeting	Location/Date/Staff	Registration	Travel <sup>(1)</sup>	Approval included in
				Budget Approval
Association of California Water Agencies (ACWA)	DC Conference, TBD (4 staff)	\$ 2,980	\$ 7,200	✓
	Fall Conference, Indian Wells, December 1-4, 2020, (7 staff)	5,250	6,300	✓
	Spring Conference, May 4-7, 2021, Monterey, Ca (4 staff)	3,000	4,000	✓
	Region 10, TBD ( 1 trips)	80	-	
	Legislative Symposium, TBD (2 staff)	570	2,400	✓
Association of California Cities of OC (ACCOC)				
Advocacy Trip	Sacramento, TBD (1 staff)	800	500	✓
	Washington DC, TBD (1 staff)	1,275	600	✓
Association of Metropolitan Water Agencies(AMWA)				
	Misc. Conference TBD (1 Staff)	950	1,800	✓
	Water Policy Conference TBD (1 Staff)	950	1,800	✓
	Executive Conference, October 11-14, 2020, Denver Co (1 Staff)	950	1,600	✓
American Water Works Association (AWWA)	Cal Nevada & National Conference, Fall Conference, Las Vegas, October 26-29, 2020 (4 staff)	2,300	4,000	✓
	Cal Nevada & National Spring Conference, TBD, (4 staff)	2,300	6,400	✓
	ACE Annual Conference , San Diego, Ca, June 13-16,2021 (2 staff)	1,150	1,800	✓
AWWA/Water Environment Federation	Utility Management Conference TBD (1 staff)	725	1,200	✓
Bond Buyers Conference	TBD, (1 staff)			
California Association of Public Information Officials (CAPIO)	Northern California, TBD, (3 staff)	1,875	1,870	✓
California Council for Environmental & Economic Balance (CEEBC)/CED	Meetings, TBD (5 Trips)	-	6,000	✓
	Annual Conference, July 20-24, 2020, Squaw Valley (2 staff)	400	2,400	✓
Cal Desal Conference	TBD (1 staff)	450	1,000	✓
Colorado River Water Users Association (CRWUA)	Las Vegas - December 14-16, 2020 (5 staff)	2,500	5,000	✓
California Special Districts Association (CSDA)				
Annual Conference	August 24-27, 2020, Palm Desert, TBD (2 staff)	1,250	1,200	✓
	Legislative Days, TBD, Sacramento (2 staff)	400	2,000	✓
California Water Efficiency Partnership (CalWEP) Membership (formerly CUWCC)	Membership Meetings, 1=No. Cal & 2=So. Cal (3 trips)		600	✓
	Board Meetings, 2=No. Cal & 2=So. Cal (4 trips)		1,200	✓
	Peer to Peer, TBD, (5 staff)	1,400	3,500	✓
Department of Water Resources (DWR)/State Water Resources Control Board (SWRCB)	Urban Advisory Group Meetings, Sacramento (6 trips)		3,000	✓
Legislative Advocacy	Sacramento, (24 trips)		12,000	✓
	Washington DC (6 trips)	-	10,800	✓
Orange County Business Council (OCBC)	Advocacy Trip, Sacramento, TBD (1 Staff)	950	500	✓
	DC Trip, TBD (1 Staff)	1,800	800	✓
Urban Water Institute	August 19-21, 2020, TBD (4 staff)	2,300	2,000	✓
	Spring Conference, TBD(4 Staff)	2,300	2,000	✓
Water Environment Federation's Technical Exhibition & Conference	October 3-7, 2020, New Orleans, La (1 staff)	600	1,800	✓
	Las Vegas Nevada, September 30-October 1, 2020, (2 staff)			
Water Smart Innovations Conference		1,000	2,000	✓
Miscellaneous*		3,500	4,000	✓
<b>General Fund Total **</b>		<b>\$ 44,005</b>	<b>\$ 103,270</b>	
<b>Conferences/Meetings/Trainings</b>				
International Assoc. of Emergency Managers	Long Beach, Ca November 13-18, 2020 (3 staff)	\$ 2,400	\$ 350	✓
AWWA Cal Nevada & National Conf.	Spring 2021, San Diego, Ca June13-16, 2021 (1 staff)	900	1,500	✓
California Emergency Services Association (Fall)	Fish Camp, Ca, October 5-8, 2020, (2 staff)	1,400	3,200	✓
Calif. State Training Institute	San Luis Obispo, Ca TBD, (2 Staff)	700	1,140	✓
FEMA Emergency Management Institute (EMI)	Emmitsburg Maryland, TBD(1 Staff)	-	1,000	✓
Local Training Opportunities (examples OCWA, SCESA, etc.)	(3 Staff)	-	1,000	✓
<b>WEROC Program Total</b>		<b>\$ 5,400</b>	<b>\$ 8,190</b>	
<b>PROPOSED GENERAL FUND BUDGET</b>		<b>\$ 44,005</b>	<b>\$ 103,270</b>	

\* Includes OCWA lunch meetings, ISDOC, OCBC, SCWC, League of Cities, Misc. Assoc/Committee meetings and related business meeting expenses.

\*\* Excludes automotive mileage.

(1) Includes all modes of travel (except automotive mileage), room accommodations, meals, and related misc. expenses.

**Exhibit F**

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Summary of Proposed Board Registration & Travel Budget <sup>(1)</sup>  
Fiscal Year 2020-2021**

<b>Conference</b>	<b>Location/Date/Directors</b>	<b>Registration</b>	<b>Travel <sup>(1)</sup></b>	<b>Approval included in Budget Approval</b>
Association of California Water Agencies (ACWA)	DC Conference, TBD (2 Directors)	\$ 1,490	\$ 4,000	√
	Fall Conference, Indian Wells, December 1-4, 2020, (3 Directors)	\$ 2,250	\$ 2,700	√
	Spring Conference, May 4-7, 2021, Monterey, Ca (3 Directors)	\$ 2,250	\$ 4,800	√
	Region 10, TBD (2 Directors)	\$ 150	\$ -	√
Association of California Cities of OC (ACCOC)	Sacramento, TBD (2 Directors)	\$ 1,600	\$ 1,000	
	Washington DC, TBD (3 Directors)	\$ 3,825	\$ 2,400	√
American Water Works Association/Water Environment Federation (AWWA/WEF)	Utility Management Conference, TBD (1 Director)	\$ 725	\$ 1,200	√
Bond Buyers	Conference, TBD (2 Directors)	\$ 550	\$ 400	√
California Council for Environmental & Economic Balance (CEEBC)	Meetings, TBD (5 Trips)	\$ -	\$ 6,000	√
	Annual Conference, July 20-24, 2020, Squaw Valley, Ca ( 1 Director)	\$ 200	\$ 1,200	√
California Special Districts Association (CSDA)	Annual Conference, Palm Desert, CA, August 24-27, 2020, (1 Director)	\$ 1,250	\$ 900	√
	Legislative Days, Sacramento (1 Director)	\$ 200	\$ 1,000	√
Colorado River Water Users Association(CRWUA)	Las Vegas, December 14-16, 2020 (2 Directors)	\$ 1,000	\$ 2,000	√
Orange County Business Council (OCBC)	Advocacy Trip, Sacramento, (3 Directors)	\$ 2,850	\$ 1,500	√
	Advocacy Trip-DC (2 Directors)	\$ 3,600	\$ 1,600	√
Legislative Advocacy	Sacramento (8 Trips)	\$ -	\$ 4,000	√
Urban Water Institute	Fall Conference, August 19-21, 2020, TBD (3 Directors)	\$ 1,725	\$ 1,500	√
	Spring Conference, (3 Directors)	\$ 1,725	\$ 1,500	√
Legislative Advocacy	Washington DC ( 6 trips)	\$ -	\$ 10,800	√
Water Environment Federation	Technical Exhibition & Conference, October 3-7, 2020, New Orleans, La (1 Director)	\$ 600	\$ 1,800	√
Miscellaneous*		\$ 2,500	\$ 3,000	√
<b>TOTAL**</b>		<b>\$ 28,490</b>	<b>\$ 53,300</b>	

**PROPOSED GENERAL FUND BUDGET**

<b>\$ 28,490</b>	<b>\$ 53,300</b>
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\* Includes OCWA lunch meetings, ISDOC, OCBC, SCWC, League of Cities, Misc. Assoc/Committee meetings and related business meeting expenses.

\*\* Excludes automotive mileage.

(1) Includes all modes of travel (except automotive mileage), room accommodations, meals, and related misc. expenses.

## Exhibit G

### MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

### Proposed Total Membership that Includes Registration & Travel Costs<sup>(1)</sup> Fiscal Year 2020-2021

Conference / Meeting	Membership	Registration	Travel	Total
American Water Works Association (AWWA)	\$ 1,800	\$ 6,475	\$ 13,400	\$ 21,675
Association of California Cities- Orange County (ACCOC)	5,500	7,500	4,500	17,500
Association of Calif. Water Agencies (ACWA)	22,691	18,020	31,400	72,111
Association of Metropolitan Water Agencies (AMWA)	21,447	2,850	5,200	29,497
California Association of Public Information Officers (CAPIO)	825	1,875	1,870	4,570
California Council for Environmental & Economic Balance	25,725	600	15,600	41,925
CALDESAL	5,150	450	1,000	6,600
California Special Districts Assn. (CSDA)	7,996	3,100	5,100	16,196
California Water Efficiency Partnership	12,775	1,400	5,300	19,475
Colorado River Water Users Assn. (CRWUA)	90	3,500	7,000	10,590
Orange County Business Counsel (OC Chamber)	5,150	9,200	4,400	18,750
Urban Water Institute	1,300	8,050	7,000	16,350
Water Environment Federation	55	1,200	3,600	4,855
<b>Grand Total for Memberships with Conferences/Travel:</b>	<b>\$ 110,504</b>	<b>\$ 64,220</b>	<b>\$ 105,370</b>	<b>\$ 280,094</b>

(1) Includes all modes of travel (except automotive mileage), room accommodations, meals, and related misc. expenses.

## Exhibit H

### MUNICIPAL WATER DISTRICT OF ORANGE COUNTY Schedule of Capital Expenditures Fiscal Year 2020-2021

	<u>Proposed Budget</u>	<u>Approval included in Budget Approval</u>
<b>Furniture and Fixtures- 19-8810:</b>		
MWDOC Office Improvements (Audio-Visual Equipment/ Workstations/Furnishings)	\$ 1,791,483	√
* Prior Year Projects Carryover from FY2017 through FY2021	<u>\$ (1,143,117)</u>	√
<b>Subtotal 8810 Improvements</b>	\$ 648,366	
 <b>Building Improvements- 19-8811:</b>		
Eval / Design / Roof / Seismic / Construction	\$ 346,900	√
* Prior Year Projects Carryover from FY2017 through FY2021	<u>(346,900)</u>	√
<b>Subtotal 8811 Improvements</b>	-	
 <b>New Realized Costs - Cost Center 19</b>	 <u>\$ 648,366</u>	

\* Prior year projects carryover is the cumulative dollars from prior years that will be applied toward work projected to be completed in FY20-21.

**Exhibit J**  
**Professional / Special Services Authorized**  
**Core Fund**

Department	Consultant	Service	Budget FY 19-20	Budget FY 20-21	* Approval included in Budget Approval
<b>Engineering Expenses</b>					
Planning & Operation (21)	(To be determined)	Hydrolic/Water Quality Modeling	325,000	265,000	
Met Issues & Special Projects (23)	Ed Means Consulting	Consulting on MET issues	45,000	25,000	√
	(To be determined)	MET and Reliability Planning	65,000	50,000	
<b>Total Engineering Expenses</b>			<b>435,000</b>	<b>340,000</b>	
<b>Legal Expenses</b>					
Administration (11 & 13)	Best, Best & Krieger	General Legal Counsel Services	182,500	185,500	√
	Aleshire & Wynder	Legal Counsel Services Regarding San Diego CWA	12,500	15,000	√
	Best, Best & Krieger	Labor Counsel Services	5,000	10,000	√
<b>Total Legal Expenses</b>			<b>200,000</b>	<b>210,500</b>	
<b>Audit Expenses</b>					
Finance (41)	Vasquez & Company LLP	Annual Financial Audit and Federal Single Audit	29,240	29,725	√
<b>Training</b>					
Administration (13)	TBD/Cal State University Fullerton/Municipal Resources Group/Center for Organization Effectiveness/CPS HR Consulting	Staff Development/Technical Training/Leadership Training	30,000	92,500	√
<b>Professional Fees</b>					
Administration (12 & 13 & 19)	Dissinger Associates	Pension Plan Administration	4,500	4,000	√
	Wage Works	Cafeteria Plan Administration	2,312	2,400	√
	Ralph Anderson & Associates	Benchmark Study		36,000	√
	Gladwell Services	Records Management Consulting	2,500	1,200	√
Governmental Affairs (31)	BBK Legislation	State Legislative Advocate	96,000	96,000	√
	James C. Barker	Federal Legislative Advocate	96,000	96,000	√
	Lewis Consulting	County Issues Consulting	42,000	42,000	√
	Soto Services	Grant Research and Acquisition Assistance	36,000	36,000	√
	Ackerman	Legal and Regulatory	36,000	36,000	√
	(To be determined)	Miscellaneous	8,000	8,000	
Public Affairs (32)	Stetson Engineers	Consumer Confidence Report (CCR) Technical Water Quality Advisor	40,633	41,852	√
	So Cal Water Coalition	Delta Conveyance Program Support	30,000	30,000	√
	(To be determined)	Collateral materials update and resolutions/proclamations	4,500	4,500	
	(To be determined)	Event Registration Fees	4,500	12,500	
	Hashtag Pinpoint	Strategic Digital Outreach Contract	95,000	95,000	√
	(To be determined)	CA Water, Energy & Education Alliance		5,000	
	(To be determined)	Client Agency Workshops for PAW	6,500	8,000	
	(To be determined)	Wyland Mayors Challenge	10,000	10,000	
	PSAV	Special Events AV Support	15,000	20,000	√
	(To be determined)	Advertising	20,000	20,000	
	(To be determined)	Environmental Literacy Initiative		20,000	
	(To be determined)	Scouts Program	15,000	15,000	
WUE - Core (35)	(To be determined)	General WUE Research	75,000	75,000	
	Blue Watchdog Conservation, Inc	Landscape Education - QWEL License	5,000	500	√
	Water Systems Optimization	Water Loss Control Work Grp (WLC)	55,000	55,000	√
	Water Systems Optimization	WLC Business Plan Implementation	30,000	25,000	√
Finance & IT (41 & 45)	SAWPA	Aerial Imagery and Landscape Measurement Project	100,000	100,000	√
	U.S. Bank	Custodial Bank fees	6,500	6,500	√
	(To be determined)	Business Continuity Consultant	40,000		
	Davis Farr	Financial Consulting	40,000	20,000	√
	(To be determined)	OPEB Actuarial	4,500	3,750	√
	(To be determined)	Rate Study		82,500	
<b>Total Professional Fees</b>			<b>920,445</b>	<b>1,007,702</b>	

**WEROC**

Department	Consultant	Service	Budget FY 19-20	Budget FY 20-21	* Approval included in Budget Approval
<b>Professional Fees</b>					
WEROC	(To be determined)	Consultant for Security Act Implementation	30,000		
<b>Total Professional Fees</b>			<b>30,000</b>	<b>-</b>	

\* Approval of the budget constitutes authorization for spending within the policy guidelines set out in Chapter 8, Contracts section of the Administrative code including authorization limitations. A check mark indicates final board approval of the expenditure.



**Exhibit J1**  
**Professional / Special Services Authorized**  
**Choice Funds**

Department	Consultant	Service	Budget FY 19-20	Budget FY 20-21	* Approval included in Budget Approval
<b>Training</b>					
<b>Water Loss Control (70)</b>	(To be determined)	Water Balance Validation Certification	2,000	2,000	
<b>Professional Fees</b>					
<b>Water Use Efficiency (62)</b>	Various Printers	Printing of marketing materials for all WUE programs	40,000	40,000	√
	Enterprise Information Systems	CSANS Webhosting & Annual Maintenance	14,400		√
	Droplet	Web Based Rebate Processing Platform (Turf & Drip)	45,072	45,072	√
	Droplet	E-Signature Rebate Processing	7,500	7,500	√
	Mission Resource Cnsvr District	Residential Installation Verification Inspections	35,000	35,000	√
<b>School Program (63)</b>	Discovery Cube/Shows That	Assemblies (Elementary School)	305,651	311,277	√
	Bolsa Chica Conservancy	Assemblies (High School)	60,000	61,500	√
	Discovery Cube	Assemblies (Middle School)	59,262	61,017	√
<b>Total Professional Fees</b>			<b>566,885</b>	<b>561,366</b>	

\* Approval of the budget constitutes authorization for spending within the policy guidelines set out in Chapter 8, Contracts section of the Administrative code including authorization limitations. A check mark indicates final board approval of the expenditure.

**Municipal Water District of Orange County  
Fiscal Year 2019-2020 Consolidated Budget Summary**

	Core & Choice	Water Fund	WUE Grants and Outside Funding	WEROC	AMP Proceeds Agreement Administration	Total with Inter-Fund Transfers	Less Inter-Fund Transfers <sup>(1)</sup>	Consolidated Budget Total
<b>Revenues:</b>								
Water Sales		\$ 251,878,259 (5,465,263)				\$ 251,878,259 (5,465,263)		\$ 251,878,259 (5,465,263)
Local Resource Program Incentives	7,888,930					7,888,930		7,888,930
Retail Meter Charge	598,248					598,248		598,248
Ground Water Customer Charge	-					-		-
Water Increment Charge	580,000	20,000				600,000		600,000
Interest Revenue	-			273,367		273,367	(273,367)	-
MWDOC's Contribution	-		2,370,147	228,978	-	2,599,125		2,599,125
Outside Fundings	-			150,219		150,219		150,219
Carryover Funds	1,782,434					1,782,434		1,782,434
Choice Revenue	3,000					3,000		3,000
Miscellaneous Income								
<b>Total Revenues</b>	<b>10,852,611</b>	<b>246,432,996</b>	<b>2,370,147</b>	<b>652,564</b>	<b>-</b>	<b>260,308,318</b>	<b>(273,367)</b>	<b>260,034,951</b>
<b>Expenses:</b>								
Water Purchases		246,412,996				246,412,996		246,412,996
Salaries & Wages	4,055,637			267,463		4,323,300		4,323,300
less S & W Reimb. DSC or Recov from Grants	(5,500)					(5,500)		(5,500)
Employee Benefits	1,470,174			82,520		1,552,694		1,552,694
Engineering Expense	435,000					435,000		435,000
Professional Fees	1,672,407		2,370,147	30,000		4,072,554		4,072,554
Contribution to Election Reserve	-					-		-
Legal Expense - General	200,000					200,000		200,000
Maintenance Expense	158,527			4,738		163,265		163,265
Insurance Expense	140,000			-		140,000		140,000
Membership / Sponsorship	114,966					116,071		116,071
Director Compensation	268,133			1,105		268,133		268,133
MWDOC Contribution to WEROC Operations	228,978					228,978	(228,978)	-
MWDOC Contribution to WEROC Capital Improv	44,389					44,389	(44,389)	-
<b>Others:</b>								
MWD Representation	153,218					153,218		153,218
Director Benefits	93,947					93,947		93,947
Health Insurance Coverage for Retirees	70,287					70,287		70,287
Audit Expense	29,240					29,240		29,240
Automotive & Toll Road Expenses	34,860			1,213		36,073		36,073
Conference Expense - Staff	40,535			2,800		43,335		43,335
Conference Expense - Directors	28,440					28,440		28,440
CDR Participation	50,156					50,156		50,156
Business Expense	5,200					5,200		5,200
Miscellaneous Expense	109,300			6,000		115,300		115,300
Postage / Mail Delivery	9,400					9,400		9,400
Rents & Leases	3,616					3,616		3,616
Outside Printing, Subscription & Books	62,500			1,000		63,500		63,500
Office Supplies	38,033			1,000		39,033		39,033
Computer Maintenance	8,000			5,060		13,060		13,060
Software Support & Expense	93,634			7,441		101,075		101,075
Computers and Equipment	49,450					49,450		49,450
Telecommunications Expense	25,773			10,000		35,773		35,773
Temporary Help Expense	5,000					5,000		5,000
Training Expense	32,000			1,150		33,150		33,150
Tuition Reimbursement	5,000					5,000		5,000
Travel & Accommodations - Staff	89,131			8,380		97,511		97,511
Travel & Accommodations - Directors	46,625					46,625		46,625
Depreciation Expense (annualized)	-					-		-
Overhead Expenses billed to AMP and WFC	-					-		-
Overhead Reimbursement	-					-		-
MWDOC Building Expense	835,831					835,831		835,831
Contribution to Operating Reserves				28,086		28,086		28,086
Capital Acquisition	106,456			194,608		301,064		301,064
All Other Expenses	2,025,632			266,738		2,292,370		2,292,370
<b>Total Expenses</b>	<b>10,808,543</b>	<b>246,412,996</b>	<b>2,370,147</b>	<b>652,564</b>	<b>-</b>	<b>260,244,250</b>	<b>(273,367)</b>	<b>259,970,883</b>
<b>EFFECT ON RESERVES / FUND BALANCE</b>	<b>\$ 44,068</b>	<b>\$ 20,000</b>	<b>(2)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 64,068</b>	<b>\$ -</b>	<b>\$ 64,068</b>

1 Adjustment for MWDOC's contributions to other funds.  
2 Net change to restricted reserves for interest revenue.

**Municipal Water District of Orange County**  
**Fiscal Year 2020-2021 Consolidated Budget Summary**

	Core & Choice	Water Fund	WUE Grants and Outside Funding	WEROC	AMP Proceeds Agreement Administration	Total with Inter-Fund Transfers	Less Inter-Fund Transfers <sup>(1)</sup>	Consolidated Budget Total
<b>Revenues:</b>								
Water Sales		\$ 229,079,152				\$ 229,079,152		\$ 229,079,152
Local Resource Program Incentives		(4,881,259)				(4,881,259)		(4,881,259)
Retail Meter Charge	8,174,752					8,174,752		8,174,752
Ground Water Customer Charge	604,204					604,204		604,204
Water Increment Charge	-					-		-
Interest Revenue	458,000	22,000				480,000		480,000
MWDOC's Contribution	-		1,579,934	241,236	-	241,236	(241,236)	-
Outside Fundings	-			241,236		1,821,170		1,821,170
Carryover Funds	1,549,367			-		1,549,367		1,549,367
Choice Revenue	3,000					3,000		3,000
Miscellaneous Income								
<b>Total Revenues</b>	<b>10,789,323</b>	<b>224,219,893</b>	<b>1,579,934</b>	<b>482,472</b>	<b>-</b>	<b>237,071,622</b>	<b>(241,236)</b>	<b>236,830,386</b>
<b>Expenses:</b>								
Water Purchases		224,197,893				224,197,893		224,197,893
Salaries & Wages	4,156,523			320,388		4,476,911		4,476,911
less S & W Reimb. DSC or Recov from Grants	-					-		-
Employee Benefits	1,548,094			103,744		1,651,838		1,651,838
Engineering Expense	340,000					340,000		340,000
Professional Fees	1,569,068					3,149,002		3,149,002
Contribution to Election Reserve	-		1,579,934			-		-
Legal Expense - General	210,500					210,500		210,500
Maintenance Expense	146,420			3,900		150,320		150,320
Insurance Expense	110,000					110,000		110,000
Membership / Sponsorship	166,932			1,105		168,037		168,037
Director Compensation	281,920					281,920		281,920
MWDOC Contribution to WEROC Operations	241,236					241,236	(241,236)	-
MWDOC Contribution to WEROC Capital Improv	-					-		-
<b>Others:</b>								
MWD Representation	161,097					161,097		161,097
Director Benefits	115,400					115,400		115,400
Health Insurance Coverage for Retirees	87,449					87,449		87,449
Audit Expense	29,725					29,725		29,725
Automotive & Toll Road Expenses	28,650			3,200		31,850		31,850
Conference Expense - Staff	44,005			5,400		49,405		49,405
Conference Expense - Directors	28,490					28,490		28,490
CDR Participation	53,158					53,158		53,158
Business Expense	4,500					4,500		4,500
Miscellaneous Expense	125,400			6,000		131,400		131,400
Postage / Mail Delivery	9,300					9,300		9,300
Rents & Leases	1,750					1,750		1,750
Outside Printing, Subscription & Books	94,700			1,000		95,700		95,700
Office Supplies	49,000			1,800		50,800		50,800
Computer Maintenance	8,000			5,060		13,060		13,060
Software Support & Expense	184,640			10,685		195,325		195,325
Computers and Equipment	33,550					33,550		33,550
Telecommunications Expense	30,850			10,000		40,850		40,850
Temporary Help Expense	5,000					5,000		5,000
Training Expense	94,500			2,000		96,500		96,500
Tuition Reimbursement	5,000					5,000		5,000
Travel & Accommodations - Staff	103,270			8,190		111,460		111,460
Travel & Accommodations - Directors	53,300					53,300		53,300
Depreciation Expense (annualized)	-					-		-
Overhead Expenses billed to AMP and WFC	-					-		-
Overhead Reimbursement	-					-		-
MWDOC Building Expense	648,366					648,366		648,366
Contribution to Operating Reserves	-					-		-
Capital Acquisition	-					-		-
All Other Expenses	1,999,101			53,335		2,052,436		2,052,436
<b>Total Expenses</b>	<b>10,769,794</b>	<b>224,197,893</b>	<b>1,579,934</b>	<b>482,472</b>	<b>-</b>	<b>237,030,093</b>	<b>(241,236)</b>	<b>236,788,857</b>
<b>EFFECT ON RESERVES / FUND BALANCE</b>	<b>\$ 19,529</b>	<b>\$ 22,000</b>	<b>(2)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 41,529</b>	<b>\$ -</b>	<b>\$ 41,529</b>

1 Adjustment for MWDOC's contributions to other funds.  
2 Net change to restricted reserves for interest revenue.



**DISCUSSION ITEM**  
February 12, 2020

**TO:** Administration & Finance Committee  
(Directors Thomas, Finnegan, Dick)

**FROM:** Robert Hunter, General Manager

Staff Contact: Harvey De La Torre  
Melissa Baum-Haley

**SUBJECT: MWDOC DRAFT LETTER ON THE PARADOX VALLEY UNIT OF THE  
COLORADO RIVER BASIN SALINITY CONTROL PROGRAM DEIS**

**STAFF RECOMMENDATION**

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Staff recommends the Administration & Finance Committee receive and file the information, as presented.

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**REPORT**

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On December 6, the Bureau of Reclamation issued a draft Environmental Impact Statement (EIS) for the Paradox Valley Unit (PVU) of the Colorado River Basin Salinity Control Program. This DEIS describes the alternatives to replace the Paradox Valley Unit (Unit), a deep aquifer brine injection well that has been used to remove approximately 100,000 tons of salt each year from the Colorado River in the Upper Basin.

Ongoing seismic activity in the vicinity of the Unit led Reclamation to temporarily discontinue use of the Unit because the brine injection from the well is believed to be the cause of the seismic activity. Since the DEIS was released, Metropolitan has participated in the Salinity Control Forum's (Forum) work to select a preferred alternative to recommend to Reclamation. Alternatives include a new injection well at a new location, evaporation ponds, and "Zero Liquid Discharge" (a proprietary technology that removes salt from saline water). Selecting an alternative that all Forum members support has been challenging because each alternative has implementation challenges.

<b>Budgeted (Y/N):</b> N/A	Budgeted amount: None	Core <u>X</u>	Choice <u>  </u>
<b>Action item amount:</b> N/A	Line item:		
<b>Fiscal Impact (explain if unbudgeted):</b>			

Metropolitan staff is working with the other Colorado River Basin States through the Forum to evaluate the four alternatives and develop feedback by the comment deadline of February 19, 2020. The Final EIS is scheduled for release in May 2020, with a Record of Decision to be issued in June 2020.

Bill Hasencamp, manager of Colorado River Resources at Metropolitan, provided an informational briefing on the status of the Colorado River Basin Salinity Control issues at MWDOC's Joint Board Workshop on February 5, 2020. Due to the importance of this issue, as it impacts the salinity level of Colorado River supplies, Metropolitan has asked all of its member agencies to submit public comments. At the Workshop, the MWDOC Board directed staff to compose a letter for submission on the DEIS.

**Attachment: (1) Bureau of Reclamation Summary of Alternatives  
(2) MWDOC Draft letter on the Paradox Valley Unit of the Colorado River Basin Salinity Control Program DEIS (to be provided at the committee meeting)**

**Link:**        **The Draft Environmental Impact Statement for the Paradox Valley Unit of the Colorado River Basin Salinity Control Program can be found at:**  
[https://www.usbr.gov/uc/envdocs/eis/Paradox/20191200-PVU\\_DEIS\\_Vol1\\_508.pdf](https://www.usbr.gov/uc/envdocs/eis/Paradox/20191200-PVU_DEIS_Vol1_508.pdf)



## SUMMARY OF ALTERNATIVES:

### Alternative A—No Action

The existing deep injection well would not be replaced. The existing well would be plugged and abandoned in accordance with the EPA Underground Injection Control (UIC) Permit. The pipelines and existing brine production wells would be capped or plugged and abandoned, and the buildings would be assessed for possible future use. No change in temporary or permanent ground disturbance is anticipated. Reclamation would retain its land associated with the PVU until a future date when the land would be reevaluated for other uses. Reclamation land that is determined no longer needed for future Reclamation purposes would be disposed of in accordance with applicable Federal law and Reclamation Manual Directives and Standards. Currently authorized BLM ROWs or easements on private lands would be reviewed to determine if they could be put to other uses. Reclamation would retain its water rights and would assess the need for their possible future use. Monitoring for seismic events via the Paradox Valley Seismic Network would continue until Reclamation determines it is no longer necessary.

### Alternative B—New Deep Injection Well

Brine would be collected from the existing brine production well field and piped to the existing surface treatment facility (STF). Then it would be piped from the STF to a new deep injection well and injected into a currently unpressurized block of the Leadville Formation. Data show that the Leadville Formation should accept the injected brine at a continuous rate of 200 gallons per minute (gpm) (323 acre-feet per year), while keeping wellhead pressures below 5,000 pounds per square inch over 50 years. This equates to up to 114,000 tons of salt that would be prevented from entering the Colorado River system annually. If Alternative B is selected, additional 3 dimensional (3D) seismic geologic investigations would be completed to identify the final location of the well within the larger areas analyzed and may require additional site-specific NEPA analysis, tiered to this EIS. The 3D seismic survey would cover an area of 175 square miles surrounding the proposed injection well location.

Two areas (B1 and B2) are analyzed as potential locations for a new injection well, of which only one will be chosen. Area B1 includes a combination of Reclamation and BLM-administered land on and near Skein Mesa; Area B2 would be on BLM-administered land on Monogram Mesa or Fawn Springs Bench. Area B1 would occur predominantly on Reclamation land and would require construction of a new deep injection well, surface facilities, access roads (including two new bridges over the Dolores River), a powerline extension, a low-pressure pipeline to transport the brine, and a ROW from BLM and/or withdrawal of up to 80 acres for use by Reclamation. In the 440-acre study area, 10 acres would be temporarily disturbed, and 16 acres would be permanently disturbed. Area B2 would require construction of a new deep injection well, surface facilities, access roads, a low-pressure pipeline, pipeline pump stations, powerline extensions from nearby lines to the pump stations, and a ROW from BLM and/or withdrawal of up to 616 acres for use by Reclamation. Reclamation would need to acquire 185 acres of non-Federal lands for Area B2. In the 810-acre study area, 145 acres would be temporarily disturbed, and 7 acres would be permanently disturbed.

### Alternative C—Evaporation Ponds

Brine would be collected from the existing brine production well field and piped to the existing STF and then to a series of evaporation ponds 7 miles southeast of the production well field. The facility would be operated to evaporate the water from the brine, allowing the solid salt to be harvested for disposal in an onsite salt landfill or to be used as a commodity. The evaporation pond system would be designed to accommodate a



continuous flow of up to 300 gpm of brine (484 acre-feet/year). This equates to up to 171,000 tons of salt that would be prevented from entering the Colorado River system annually, assuming the brine would be continuously diverted.

The conceptual pond system design includes a 27-acre surge pond, a 39-acre concentrator pond, 290 acres of crystallizer ponds, 24-acre bittern (remaining liquid) concentration pond, and a 10-acre-foot bittern storage pond. A hydrogen sulfide ( $H_2S$ ) treatment system would be included to remove  $H_2S$  before brine is discharged to the evaporation ponds. Salt would be harvested from the evaporation ponds and disposed of in a 60-acre, onsite salt landfill, which would reach an ultimate vertical height of 100 feet above the ground surface.

A freshwater wildlife pond would be constructed in the evaporation pond complex, and the bittern ponds would be netted to mitigate impacts on wildlife, particularly waterfowl. The evaporation pond complex would be located within 1,530 acres. In the 1,530-acre study area, 231 acres would be temporarily disturbed, and 600 acres would be permanently disturbed. A ROW from BLM and/or withdrawal of 1,300 acres for use by Reclamation would be required. Reclamation would need to acquire 225 acres of non-Federal lands.

### **Alternative D—Zero-Liquid Discharge Technology**

Brine would be collected from the existing brine production well field and piped to the STF, then to a centralized treatment plant consisting of a series of thermally driven crystallizers. The zero-liquid discharge facility would be operated to evaporate (and later condense) water from the brine, resulting in a solid salt and produced freshwater stream. The solid salt would be transported to an onsite, 60-acre salt landfill. In the 480-acre study area, 96 acres would be temporarily disturbed, and 80 acres would be permanently disturbed. A ROW from BLM and/or withdrawal of 267 acres for use by Reclamation would be required. Reclamation would need to acquire 211 acres of non-Federal lands.

The facility would be designed to accommodate a continuous flow of up to 300 gpm of brine (484 acre-feet/year). This equates to up to 171,000 tons of salt that would be prevented from entering the Colorado River system annually, assuming the brine would be continuously diverted. The conceptual design includes the use of multiple crystallizers operating in parallel that would reduce the brine to a solid product suitable for landfill disposal. The crystallizers would be constructed as modular units and installed on a flat slab. Approximately 150,000 square feet of building space would be required at a height of about 40 feet to protect the equipment from the weather and prevent freezing. This footprint includes the space required for drying salt in drain bins before disposing of it in a landfill, which would reach an ultimate vertical height of 100 feet above the ground surface. A treatment facility would be included to remove  $H_2S$  from the brine.



**ACTION ITEM**  
February 19, 2020

**TO:** Board of Directors

**FROM:** **Administration & Finance Committee**  
(Directors Thomas, Finnegan, Dick)

Robert J. Hunter  
General Manager

**SUBJECT: CONSIDER AUTHORIZING ATTENDANCE AT ASCE'S WORLD ENVIRONMENTAL & WATER RESOURCES CONGRESS, MAY 17-21, 2020, HENDERSON, NV**

**RECOMMENDATION**

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It is recommended that the Board of Directors: Consider authorizing attendance at the ASCE's World Environmental & Water Resources Congress, May 17-21, 2020 in Henderson, NV.

**COMMITTEE RECOMMENDATION**

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To be determined.

**SUMMARY**

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Per the website, the 20<sup>th</sup> World Environmental & Water Resources Congress will feature 13 concurrent technical tracks over four full days of programming with approximately 1,200 leading engineers and scientists from around the world attending the Congress to discuss the latest research, case studies, and evolving "best practices" in water resources and the environment. As a part of the full EWRI Congress registration, attendees will be granted access to the Watershed Management Conference, which is co-located with the EWRI Congress, will be held May 20–21.

The conference will be held in Henderson, Nevada on May 17-21, 2020 and Director McVicker has expressed interest in attending. Anticipated costs are approximately \$2095, broken down as follows:

Registration:	\$720
Hotel:	\$800
Transportation:	\$575

<b>Budgeted (Y/N):</b> No	<b>Budgeted amount:</b>	<b>Core</b> <u>X</u>	<b>Choice</b> __
<b>Action item amount:</b> \$2095	<b>Line item:</b>		
<b>Fiscal Impact (explain if unbudgeted):</b> Approximately \$2095 expense			



# WORLD ENVIRONMENTAL & WATER RESOURCES CONGRESS

Registration Form | May 17-21, 2020 | Henderson, NV



Please complete the registration form including signature and payment information. Use one registration form per person. Registrations will not be processed without full payment and registrant's full name. By submitting the registration form the individual agrees to all registration policies on ASCE's conference website.

**Register by April 17, 2020 and save!**

Contact Information (\*indicates required information)

\* First Name \_\_\_\_\_ MI \_\_\_\_\_ \*Last Name \_\_\_\_\_  
 Credentials \_\_\_\_\_ \*Badge Nickname \_\_\_\_\_  
 \* Company/Organization/University \_\_\_\_\_  
 \* Street Address/PO Box \_\_\_\_\_  
 \* City \_\_\_\_\_ \*State \_\_\_\_\_ \*Postal Code \_\_\_\_\_ \*Country \_\_\_\_\_  
 \* Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 \* Email Address \_\_\_\_\_ Fax \_\_\_\_\_  
 ASCE Member Number \_\_\_\_\_ \*If Cooperating Org. Member, Name Organization \_\_\_\_\_

## Contact Information:

Phone: 1 (800) 548-2723  
 Phone: (703) 295-6300  
 Fax: (866) 902-5593  
 E-mail: [registrations@asce.org](mailto:registrations@asce.org)  
 Mail: ASCE-EWRI CONGRESS 2020  
 PO Box 79668  
 Baltimore, MD 21279-0668 USA

ASCE uses the information you provide to administer your registration and to keep you apprised of conference information and related products and services. The name, job title, company information, and mailing address of registrants are also included in the conference attendee list that is provided to sponsors and included in the conference app. For more information, see our Privacy Policy at <https://www.asce.org/privacy/>.

- The organization I am affiliated with is primarily: ☐ A private consulting or design/build firm,  
☐ A commercial or industrial firm, ☐ An educational institution, ☐ A Federal government agency,  
☐ A Municipal government agency, ☐ Military, ☐ A non-government organization, ☐ N/A
- My position is: ☐ Partner/Principal ☐ Senior Manager ☐ Middle Manager  
☐ Technical/Professional Staff ☐ Faculty ☐ Student ☐ Retiree
- How many previous ASCE Conferences have you attended, including this one? ☐ 0 ☐ 1 ☐ 2 ☐ 3 or more
- My age group: ☐ Under 25 ☐ 25-34 ☐ 35-49 ☐ 50-65 ☐ Over 65

Registration Category	Advance By April 17, 2020		On-Site After April 17, 2020	
	Member	Non-Member	Member	Non-Member
ASCE-EWRI Member / Non-Member	<input type="checkbox"/> \$720	<input type="checkbox"/> \$820	<input type="checkbox"/> \$820	<input type="checkbox"/> \$920
Speaker (deadline to register is 1/13/20)	<input type="checkbox"/> \$620	<input type="checkbox"/> \$620	N/A	N/A
Younger Member	<input type="checkbox"/> \$645		<input type="checkbox"/> \$745	
Moderator	<input type="checkbox"/> \$620	<input type="checkbox"/> \$620	<input type="checkbox"/> \$620	<input type="checkbox"/> \$620
Student	<input type="checkbox"/> \$300		<input type="checkbox"/> \$300	
Spouse/Partner Guest (must be residing in same household)	<input type="checkbox"/> \$450	<input type="checkbox"/> \$450	<input type="checkbox"/> \$550	<input type="checkbox"/> \$550
Life Member	<input type="checkbox"/> \$420		<input type="checkbox"/> \$520	



Check below if you require:

☐ Vegetarian ☐ Vegan ☐ Gluten Free ☐ Other \_\_\_\_\_

Check item below if you have allergies to the following:

☐ Peanuts ☐ Tree nuts ☐ Seafood ☐ Other \_\_\_\_\_

Check item below if you require special aids or services:

☐ Deaf or Hearing Impaired ☐ Blind or Visually Impaired ☐ Wheelchair User  
☐ Other \_\_\_\_\_

Speaker Daily Registration: ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday

Speaker or Moderator Member	\$345	Speaker (deadline to register is 1/13/20) Speaker (deadline to register is 1/13/20)
Speaker or Moderator Non-Member	\$345	

Daily Registration: ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday

	By April 17, 2020	After 17, 2020
ASCE-EWRI Member, Younger Member or Life Member	\$345	\$395
Non-Member	\$375	\$425

Full registrants, check functions you plan to attend to receive ticket for your registration category:

Sunday, May 17, 2020 (included in price of registration, please RSVP) (additional fee for guest)			
EWRI Congress Reception	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Monday, May 18, 2020			
Welcome Plenary Session & Awards Luncheon	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Tuesday, May 19, 2020 (please select one)			
Hydraulics & Waterways Council/WDSA Luncheon & Awards Lecture OR	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Irrigation & Drainage Council Luncheon & Awards Lecture	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Wednesday, May 20, 2020 (please select one)			
Environmental / Wastewater, Stormwater Council & Municipal Water Infrastructure Councils OR	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Watershed Council Luncheon	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Thursday, May 21, 2020 (please select one)			
Planning and Management Council Luncheon & Awards Lecture OR	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00
Watershed Management Conference Luncheon	<input type="checkbox"/> Yes, please <input type="checkbox"/> No, thanks	Quantity ____	<input type="checkbox"/> \$60.00

Additional ticketed activities (not included in registration):

Sunday, May 17, 2020		Prior to 4/17/20	After 4/17/20
Grand Canyon West Rim Tour 8:00 AM - 4:00 PM	Quantity ____	<input type="checkbox"/> \$190.00	<input type="checkbox"/> \$200.00
Tuesday, May 19, 2020		Prior to 4/17/20	After 4/17/20
Watershed Conference Opening Reception 6:00 PM - 7:30 PM	Quantity ____	<input type="checkbox"/> \$30.00	<input type="checkbox"/> \$40.00
Thursday, May 21, 2020		Prior to 4/19/19	After 4/19/19
Venetian Resorts Tour: 2:00 PM - 9:00 PM	Quantity ____	<input type="checkbox"/> \$60.00	<input type="checkbox"/> \$75.00
Hoover Dam & River Mountains Water Treatment Facility Tour: 8:00 AM - 1:00 PM	Quantity ____	<input type="checkbox"/> \$110.00	<input type="checkbox"/> \$125.00
Friday, May 22, 2020		Prior to 4/19/19	After 4/19/19
Hoover Dam, Lead Mead and the Mike O'Callaghan/Pat Tillman Bridge Tour 8:00 AM - 2:00 PM	Quantity ____	<input type="checkbox"/> \$120.00	<input type="checkbox"/> \$135.00

Purchase Order (P.O.) or Check Payment mail to:

ASCE EWRI CONGRESS 2020 PO Box 79668, Baltimore, MD 21279-0668 USA

Please complete the registration form including signature and payment information.

- ☐ P.O. # \_\_\_\_\_ (Provide copy of P.O. form with registration form)  
☐ Check Payable to: ASCE EWRI CONGRESS 2020. Check must be issued in U.S. dollars, and drawn on a U.S. bank. Include attendee's name in the memo area of the check.

## Payment

Full Registration \$ \_\_\_\_\_  
 Daily Registration \$ \_\_\_\_\_  
 Additional Tickets \$ \_\_\_\_\_  
 Technical Tours \$ \_\_\_\_\_  
 GRAND TOTAL \$ \_\_\_\_\_

- \* Use one registration form per person.
- \* Registrations will not be processed without full payment and registrant's full name.
- \* Please print or type all information.

Credit Card. To pay registration by credit card, please complete this section:

☐ AMEX ☐ MC ☐ DINERS  
☐ VISA ☐ DISC

Card Number \_\_\_\_\_

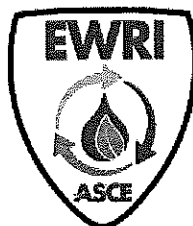
Exp. (xx/yy) \_\_\_\_\_ Security Code \_\_\_\_\_

Card Holder Name \_\_\_\_\_

Signature \_\_\_\_\_

Total to be charged \$ \_\_\_\_\_

**Full payment must accompany this registration form. No refunds granted for cancellations received after April 17, 2020. A \$100 processing fee will be deducted from all refunds.**



## Watershed Management Conference

Henderson, Nevada | May 20–21, 2020

# Program

\* See the [Congress Conference Schedule-at-a-Glance](#)

## Schedule-at-a-Glance

(subject to change)

### Tuesday, May 19

3:00 pm – 6:00 pm	Registration
6:00 pm – 7:30 pm	Watershed Welcome Reception

### Wednesday, May 20

6:00 am – 7:00 am	Morning Jumpstart
	Registration (Closed for lunch from 12:30 – 1:45 pm)

8:00 am – 4:15 pm	
8:30 am – 10:00 am	Opening Plenary Session: "TMDL Analysis and Modeling: State-of-the-Art and State-of-the Practice"
10:00 am – 10:30 am	Networking Break
10:30 am – 12:00 pm	Concurrent Technical Sessions I
12:15 pm – 1:45 pm	Watershed Council Luncheon (ticketed event)
2:00 pm – 3:30 pm	Concurrent Technical Sessions II
3:30 pm – 4:00 pm	Networking Break
4:00 pm – 5:30 pm	Concurrent Technical Sessions III
6:00 pm – 10:00 pm	Committee Meetings
6:00 pm – 10:00 pm	Off-Site Meet-Up

## Thursday, May 21

8:15 am – 12:15 pm	Registration
8:30 am – 10:00 am	Concurrent Technical Session IV
10:00 am – 10:30 am	Networking Break
10:30 am – 12:00 pm	Concurrent Technical Session V
12:15 pm – 1:45 pm	

	Watershed Management Conference Luncheon: Claudia C. Hoeft, P.E., F.ASCE and Dr. Richard "Pete" Hawkins, P.E., F.ASCE (ticketed event)
2:00 pm – 3:30 pm	Concurrent Technical Sessions VI
3:30 pm – 4:00 pm	Networking Break
4:00 pm – 5:30 pm	Concurrent Technical Sessions VII

## Friday, May 22

8:30 am – 4:00 pm | Technical Tours

This year's EWRI Congress and the Watershed Management Conference will be a combined event held at the same location. When you register for Congress you will also receive access to the Watershed Management sessions and events.





FOR SPEAKERS

SPONSORS



## World Environmental & Water Resources Congress

Henderson, Nevada | May 17–21, 2020

2020



PROGRAM ▼

LOCATION ▼

ABOUT

CONTACT

WHY ATTEND

REGISTRATION

# Hotel & Travel

## Hotel

### Green Valley Ranch Resort, Spa and Casino

2300 Paseo Verde Parkway, Henderson, NV 89052

(866) 782-9487

#### Group Rates:

Run of the House: \$180\*

King: \$190\*

Queen/Queen: \$200\*

Use code: GCIEWRI

**RESERVE YOUR ROOM NOW****Government:** At prevailing government rates\*\* (limited in quantity)

Use code: GCIGEW (for government rooms)

**RESERVE YOUR GOVERNMENT ROOM NOW****Rooms rates are only guaranteed until Thursday, April 23, 2020.**

Rates apply for attendees of both EWRI Congress and Watershed conferences.

*\*All room rates are subject to applicable taxes and fees.**Please be advised that all rates quoted are per room, per night, single or double occupancy. A charge of \$25 will be added for each guest room over double occupancy.**A \$20.00 resort fee plus 14% tax per night will be applied to each guest room, which includes basic daily in-room internet (currently at \$12.99*

This year's EWRI Congress and the Watershed Management Conference will be a combined event held at the same location. When you register for Congress you will also receive access to the Watershed Management sessions and events.

## Important Dates

DEC 2 2019	<u>Call for Submissions</u>
SEP 15 2019	<u>Abstracts Due</u>
NOV 4 2019	<u>Author Notifications Sent</u>
NOV 20 2019	<u>Registration Opens</u>
DEC 31 2019	<u>Final Papers Due</u>
JAN 17 2020	<u>Speaker/Author Registration Deadline</u>
FEB 21 2020	<u>Technical Program Available</u>
APR 17 2020	<u>Advance Registration Closes</u>

*per day), daily newspaper, scheduled shuttle to and from McCarran International Airport and Strip, and admission to the exercise facility at the Resort (currently at \$34.99 per day).*

**\*\*Government per diem rooms are inclusive of resort fee.**

Group rates will be subject to the prevailing room tax, which is currently 14%.

**Important note:** Please be vigilant if approached by a business claiming to be a housing provider for EWRI Congress 2020 or the Watershed Conference 2020—they may attempt to contact you or your company to book your hotel rooms through them. Don't get ripped off!

The American Society of Civil Engineers has no affiliation with these organizations and cannot vouch for their services in any way. There is NO official housing agent for EWRI Congress 2020 or the Watershed Conference 2020—you get the best deal by booking directly with the Green Valley Ranch Resort Hotel through the conference link above.

Entering into an agreement with a different company can potentially cost you money, with no guarantee of an actual hotel reservation. Booking rooms through any other company is at your own risk and responsibility. No housing company or agency is authorized to place reservations on behalf of EWRI or ASCE.

## Travel

### Airport

The McCarran International Airport is 9.3 miles from the hotel (17 – 25 minutes).

### Getting to and from the Hotel

For shuttle questions, please contact the hotel bell desk at (702) 617-7745.

#### **Green Valley Ranch Resort to McCarran International Airport**

Drops off at departure level every (2) hours from 7:00 am – 9:00 pm.

#### **McCarran International Airport to Green Valley Ranch Resort**

Picks up from ground zero between stalls 21-23 every (2) hours from 7:30 am – 9:30 am.

APR 18 2020	<u>On-Site Registration Begins</u>
MAY 17 2020	Conference Begins

## Questions?

(800) 548-2723

#### **International**

+1 (703) 295-6300

registrations@asce.org

Customer service reps are available to answer your questions Mon–Fri 9:00 a.m. to 6:00 p.m. ET



**ACTION ITEM**  
February 19, 2020

**TO:** Board of Directors

**FROM:** **Administration & Finance Committee**  
(Directors Thomas, Finnegan, Dick)

Robert J. Hunter  
General Manager

Staff Contact: C. Busslinger  
C. Harris

**SUBJECT: Professional Services Contract Award for Owner's Representative Services**

**STAFF RECOMMENDATION**

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Staff recommends the Board of Directors authorize the General Manager to enter into a professional services agreement with ABSG Consulting Inc. (ABS Consulting) to provide Owner's Representative/Project Management services for the upcoming Administration Building seismic retrofit and remodel, at a cost not to exceed \$245,434 plus 5% contingency for a total not to exceed cost of \$257,706.

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**SUMMARY**

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Plan review of the seismic retrofit and remodel of the MWDOC Administration Building are nearing completion and are currently in plan check to obtain the necessary building permits from the City of Fountain Valley. MWDOC is seeking professional services to include; a value engineering review of the design plans and specifications, project management, preparation of the bid package for solicitation of construction work, generation of bidder interest, construction administration, and quality assurance/quality control. MWDOC staff is seeking to augment existing staff with a consultant that has specialized expertise in the construction aspects of seismic retrofitting and remodeling existing buildings.

Budgeted (Y/N): N	Budgeted amount: None	Core _X_	Choice __
Action item amount: \$257,706		Line item: 2000-19-8811	
Fiscal Impact (explain if unbudgeted): A portion to be utilized from building reserves for fiscal year 2019/20 and remainder of the work will be from the 2020/21 budget.			

MWDOC staff issued a Request for Proposals (RFP) in December 2019 seeking professional services to help us move the project into the construction bidding process and through to project completion.

## DETAILED REPORT

---

The Board approved a contract with IDS Group on November 15, 2017 to provide architectural services for the remodel of the administration building. Then on September 12, 2018, the Board approved a contract with IDS Group to provide additional engineering services for the seismic retrofit of the administration building to improve seismic performance so that the building can better serve as a backup emergency operations center. A number of challenges have delayed the completion of the plans and construction documents, however the design is now nearing completion.

In December 2019, MWDOC issued a Request for Proposals (RFP) for Owner's Representative services to obtain the requisite expertise to ensure successful completion of the project. MWDOC received five proposals in response to the RFP (ABS Consulting., GHD, Griffin Structures, Plump Engineering Inc., and Rosenberg + Associates). In January 2020, four of the respondents were invited for supplemental interviews. Staff was pleased with the overall experience and capabilities the teams offered, making the decision quite difficult; with three of the teams, excelling in at least two of the four qualification areas (Structural Evaluation, Project Management, Quality Assurance, and Construction Cost Estimating). In addition to evaluating the qualifications of the firm, and their assigned personnel/subcontractors, each proposal was evaluated based upon understanding of the project, and Respondents recommended plan for completion, including recommended changes to the scope of services to best achieve intended outcomes.

Key discussions during each interview included:

- Each teams' expertise with similar public agency building retrofits/remodels.
- The structural improvements for the seismic retrofit were determined to be a critical aspect of the project, resulting in most of the respondents including Registered Structural Engineers as part of their teams for both the value engineering review and construction quality assurance.
- The construction schedule was estimated by IDS to take 22 weeks. Most of the teams interviewed thought the schedule was too tight.
- The benefits of after-hours/night-work vs. daytime construction work. Several of the teams opined that, with proper scheduling and coordination, heavy construction/noisy work could be completed outside of regular business hours to minimize impacts to business operations, with the bulk of the work occurring during the day.
- Phasing of the project, to allow for relocation of employees to provide the contractor with isolated work areas, is a key component for success for a project of this type. Phasing options centered on completion of Conference Room 101 as an early work item; then using 101 as temporary employee workspace while other phases are under construction. Construction trailer rentals were also discussed as an option.
- Costs and need for 'full-time' inspection services vs. 'part-time' inspection services were also discussed.



- Each team's capabilities and use of building information model systems, schedule programs, and web-based file management and information systems to support construction administration, and communications were explored.

Staff is recommending ABS Consulting as having the best combination of qualifications; in-depth understanding of the project, and high degree of competency associated with access to and use of building information model systems, computer-based schedule programs, web-based file management and information systems that will sync up well with both IDS as the architect of record, and the prospective General Contractor.

NOTE: ABS Consulting's primary liability coverage is maintained through ABS Boiler and Marine Insurance Company (ABS BMIC), a captive insurance company which is not rated by A.M Best; though ABS BMIC is reinsured through the Beazley Group (who is A.M Best rated A-Excellent). ABS Consulting requests an exception to this insurance requirement.

## BOARD OPTIONS

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### Option #1

- Authorize the General Manager to enter into a professional services agreement with ABS Consulting to provide Owner's Representative/Project Management services for the upcoming Administration Building seismic retrofit and remodel, at a cost not to exceed \$245,434 plus 5% contingency for a total not to exceed cost of \$257,706.

**Fiscal Impact:** \$257,706

**Business Analysis:** Remodeling of the building while it remains occupied will present a number of construction and operational challenges. Hiring experts in this area will minimize operational disruptions, as well as reduce construction delays and associated contractor change orders claims.

### Option #2

- Hire additional engineering staff with the requisite expertise to project manage and provide quality assurance for the remodel and seismic retrofit of the building.

**Fiscal Impact:** not determined

**Business Analysis:** Each respondent team interviewed consisted of at least three professionals with expertise in engineering, construction inspection, and project management who have worked together on multiple projects. Bringing on new staff with specialized building construction expertise who have not worked together for one project was determined to be not cost effective.

### Option #3

- Use existing MWDOC staff.

**Fiscal Impact:**

**Business Analysis:** Not recommended as staff do not have the requisite construction expertise in building remodeling and currently have other duties.

## STAFF RECOMMENDATION

---

### Option # 1



**ACTION ITEM**  
February 19, 2020

**TO:** Board of Directors

**FROM:** **Administration & Finance Committee**  
(Directors Thomas, Finnegan, Dick)

Robert J. Hunter  
General Manager

**SUBJECT: ATTENDANCE AT THE CALIFORNIA WATER ENVIRONMENT ASSOCIATION (CWEA) ANNUAL CONFERENCE**

**RECOMMENDATION**

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It is recommended that the Board of Directors: Consider authorizing attendance at the California Water Environment Association (CWEA) Annual Conference, April 1-April 3, 2020 in Reno, NV.

**COMMITTEE RECOMMENDATION**

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To be determined.

**SUMMARY**

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In December 2019 Director Yoo Schneider received the Board's support in her candidacy for the California Water Environment Association (CWEA) Vice President of the South (to be President in the third year of a four year term).

Per the website, CWEA is a not-for-profit public benefit association of 10,000-plus water quality professionals who work for public agencies and collection systems, engineering firms, and equipment and service suppliers. CWEA members are responsible for cleaning California's water and returning it safely to the environment. CWEA educates and certifies water quality professionals, disseminates technical information, and promotes sound policies to benefit society through protection and enhancement of our water environment.

CWEA's annual conference will be held in Reno, Nevada on April 1-April 3, 2020 and Director Yoo Schneider has expressed interest in attending. Anticipated costs are approximately \$1835, broken down as follows:

Registration:	\$625
Meals:	\$175
Hotel:	\$450
Transportation:	\$585

Budgeted (Y/N): No	Budgeted amount:	Core <u>X</u>	Choice <u>  </u>
Action item amount: \$1835	Line item:		
Fiscal Impact (explain if unbudgeted): Approximately \$1835 expense			

# *Clean* **WATER**



## **2020 Annual Conference**

*Welcome to a New Decade of California Clean Water*

# CleanWATER

The official publication of the  
California Water Environment Association

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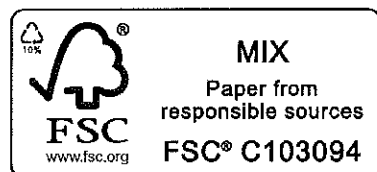
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# THIS IS WHY

## Features

### 9

## AC20: 2020 ANNUAL CONFERENCE

- |                             |                                      |
|-----------------------------|--------------------------------------|
| 9 AC20 Welcome Letter       | 33 Exhibit Hall                      |
| 10 AC20 Co-Chairs           | 38 Breakfast and Lunch Opportunities |
| 11 Schedule at a Glance     | 41 Bowling Tournament                |
| 13 Get Involved in AC20     | 42 Activities and Networking         |
| 14 Pre-Conference Workshops | 44 Conference App                    |
| 17 Icebreaker Reception     | 46 Registration Instructions         |
| 19 Opening General Session  | 48 Registration Form                 |
| 20 Featured Topics          | 53 Hotel Information                 |
| 22 Technical Tours          | 55 Sponsors                          |
| 26 Technical Program        | 56 Exhibitor Listings                |



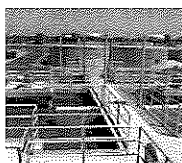
## 59

SIMULATION AT WATER  
RECLAMATION PLANT SERVING  
TAHOE-TRUCKEE SANITATION  
AGENCY



## 62

OPERATOR LESSONS  
IN FOG RECEIVING



## 67

STATE WATER BOARD LOOKING  
FOR COMMUNITIES TO  
VOLUNTEER FOR NEW SEWER  
CONSOLIDATION PROGRAM

# YOU'RE THE REASON WHY AC20 WELCOME LETTER



● KEVIN CALDERWOOD, CWEA PRESIDENT, AND GARY WARREN, AC20 CO-CHAIR

**C**WEA's Annual Conference 2020 will be another exciting and highly educational event. Our usual Northern California venue, the Sacramento Convention Center, is closed for renovation, but with every challenge comes an opportunity. We are excited to be joining the Nevada Water Environment Association (NWEA) at a new location: the Reno-Sparks Convention Center.

AC20 will be the first-ever joint conference for CWEA and NWEA. Reno is a world-class location and the Convention Center is a fantastic facility.

## ● CONFERENCE THEME: THIS IS WHY

We spend a lot of time at our conferences and events talking about what we do and how we do it – and there will be plenty of that at AC20. It's important! But we wanted to give some thought this year to *why* we do it.

Everyone in the water sector could be doing something else. People in water are among the smartest, most motivated, most capable people in the world. We could be doing almost anything. Yet we choose to do this. Our conference theme this year, ***This is Why***, reminds us to think about why we work so hard and to celebrate our successes. Just think of all the ways water is used in California. **Without you, none of that would be possible.**

## ● PRE-CONFERENCE WORKSHOPS, TECHNICAL SESSIONS, AND FEATURED TRACKS

A wide range of technical sessions and trainings are included to address issues that affect collection systems, operations and maintenance, advanced treatment, engineering and research, pollution prevention, laboratory, regulatory, leadership, asset management, and more.

Thanks to all those who submitted proposals to share your knowledge and experience with your peers. Nearly half of the presentations this year are part of 'Curated Tracks' that have been tailored to cover hot-button issues and speak to targeted audiences. Be sure to check them out for deep dives into critical current topics.

## ● EXHIBIT HALL

New vendors will be included in our Exhibit Hall due to joining with NWEA. Based on feedback from last year, we're adding more mobile tours of the technologies inside the Exhibit Hall. Topics covered will include pumps, chemical feed systems, and biosolids dewatering equipment.

The You Don't Know Game Show is also returning in the Exhibit Hall. The competition will include Local CWEA Sections and NWEA. Local Sections are encouraged to form teams to compete for valuable prizes and trophies!

## ● NETWORKING OPPORTUNITIES

There will be a wide range of training and networking events this year, including an icebreaker reception, a Women Impacting Water breakfast, additional networking and committee breakfasts and lunches, a student poster competition, and bowling tournament.

Because of the potential for cool April weather, we'll hold a bowling tournament instead of golfing this year, so grab your ball and shoes and get ready to roll!

## ● TECHNICAL TOURS

NWEA did a great job lining up our technical tours. The tours are not to be missed, including the Reno-Stead WRF/UNR Indirect Potable Reuse pilot facility, the Truckee Meadows WRF (northern Nevada's largest treatment facility) fish locks along the Truckee River, and a cannabis facility.

## ● SEE YOU IN RENO

It's going to be a great conference – we're meeting in a new location, we're joining with new friends, and we're trying new things. Come with us, and help us celebrate ***This is Why!***

Special thanks to all the volunteers and CWEA/NWEA staff who help make this event a success. There are more volunteer opportunities available if you'd like to help.

If you need suggestions for justification to attend the conference, please visit [AC.CWEA.org](http://AC.CWEA.org).

We look forward to seeing you in Reno for AC20. We hope you can join us!



*Kevin Calderwood*  
CWEA President



*Gary Warren*  
AC20 Co-Chair

## FIRST-TIME ATTENDEE ORIENTATION

**Tuesday, March 31 5:00 p.m. – 5:45 p.m.**

Coming to CWEA's Annual Conference for the first time? If so, join us for an overview of the conference, learn how to make the most of your time, and make connections with other attendees and CWEA leaders.

# SCHEDULE AT A GLANCE

## TUESDAY, MARCH 31

8:30 a.m. – 12:00 p.m.	Pre-Conference Workshop and Tour Registration Desk Open at the Atlantis Hotel
9:30 a.m. – 12:30 p.m.	NWEA & CWEA Truckee Meadows Water Reclamation Facility Technical Tour ☞
10:00 a.m. – 5:00 p.m.	Full Day Pre-Conference Workshops ☞
10:00 a.m. – 5:00 p.m.	Advanced Water Treatment Workshop (Day 1 of 3) ☞
1:00 p.m. – 4:00 p.m.	NWEA & CWEA Bowling Tournament at High Sierra Lanes ☞
3:00 p.m. – 7:00 p.m.	Conference Registration Desk Open at the Reno-Sparks Convention Center
5:00 p.m. – 5:45 p.m.	First-Time Attendee Orientation
5:30 p.m. – 6:00 p.m.	SS Ceremony
6:00 p.m. – 7:30 p.m.	NWEA & CWEA Icebreaker Networking Reception

## WEDNESDAY, APRIL 1

6:45 a.m. – 5:00 p.m.	Conference Registration Desk Open
7:00 a.m. – 8:15 a.m.	NWEA & CWEA Women Impacting Water Breakfast ☞
8:30 a.m. – 9:45 a.m.	NWEA & CWEA Opening General Session: This is Why: Inspiring Water's Next Generation
8:50 a.m. – 4:00 p.m.	Advanced Water Treatment Workshop (Day 2 of 3) ☞
10:00 a.m. – 12:00 p.m.	Morning Sessions
10:00 a.m. – 3:30 p.m.	NWEA & CWEA Industry Partner Tables Open
10:00 a.m. – 3:30 p.m.	Film Festival
12:15 p.m. – 1:45 p.m.	Collection Systems Committee Awards Lunch ☞
12:15 p.m. – 1:45 p.m.	Engineering & Research Lunch: Operation and Management Practices at Central San ☞
12:15 p.m. – 1:45 p.m.	On Point – Engaging Your Audience Lunch ☞
12:15 p.m. – 1:45 p.m.	Partnering for Impact Brainstorming Lunch ☞
12:15 p.m. – 1:45 p.m.	Students & Young Professionals Lunch: State and Regional Roles in Building Water Resilience ☞
12:30 p.m. – 3:30 p.m.	NWEA & CWEA Reno/Stead WRF/UHR IPR Feasibility Study Technical Tour ☞
2:00 p.m. – 4:00 p.m.	Afternoon Sessions and Workshops
3:30 p.m. – 6:30 p.m.	NWEA & CWEA Exhibit Hall Open
3:30 p.m. – 6:30 p.m.	Sewer Scavenger Hunt – Journey of a Thousand Pipes
3:30 p.m. – 6:30 p.m.	Student Poster Competition
4:00 p.m. – 6:00 p.m.	Reception
4:15 p.m. – 5:45 p.m.	Exhibit Hall Tour: Chemical Feed Systems
5:00 p.m. – 6:30 p.m.	You Don't Know 🎮 Game Show
6:30 p.m.	Exhibits Close
7:00 p.m. – 9:00 p.m.	NWEA & CWEA Networking Mixer by Students and Young Professionals at Atrium Indoor Pool in Atlantis Hotel ☞

IN THE EXHIBIT HALL

## THURSDAY, APRIL 2

6:45 a.m. – 5:00 p.m.	Conference Registration Desk Open
7:00 a.m. – 8:30 a.m.	New Member Orientation Breakfast ☞
7:00 a.m. – 8:30 a.m.	O&M Committee Breakfast Meeting ☞
7:30 a.m. – 12:30 p.m.	NWEA & CWEA Marble Bluff Fish Passage Facility Technical Tour ☞
8:50 a.m. – 4:00 p.m.	Advanced Water Treatment Workshop (Day 3 of 3) ☞
8:50 a.m. – 12:00 p.m.	Morning Sessions and Workshops
9:00 a.m. – 3:30 p.m.	NWEA & CWEA Industry Partner Tables Open
9:00 a.m. – 3:30 p.m.	Film Festival
12:15 p.m. – 1:45 p.m.	Brewery Resource Recovery Lunch ☞
12:15 p.m. – 1:45 p.m.	Laboratory Committee Lunch Meeting ☞
12:15 p.m. – 1:45 p.m.	Northern Regional Committee/ Southern Regional Committee Lunch Meeting ☞
12:15 p.m. – 1:45 p.m.	P3S Committee Lunch Meeting ☞
12:15 p.m. – 1:45 p.m.	River Reborn: Celebrating 50 Years of Cuyahoga River Progress Lunch ☞
12:15 p.m. – 1:45 p.m.	Safety Committee Lunch Meeting: 7 Insights into Safety Leadership ☞
2:00 p.m. – 4:00 p.m.	Afternoon Sessions and Workshops
2:00 p.m. – 3:30 p.m.	Exhibit Hall Tour: Pumps
3:30 p.m. – 6:30 p.m.	NWEA & CWEA Exhibit Hall Open
3:30 p.m. – 5:30 p.m.	Sewer Scavenger Hunt – Journey of a Thousand Pipes
4:00 p.m. – 6:00 p.m.	Reception
4:15 p.m. – 5:45 p.m.	Exhibit Hall Tour: Biosolids Dewatering Equipment
5:00 p.m. – 6:30 p.m.	You Don't Know 🎮 Game Show
6:30 p.m.	Exhibits Close

IN THE EXHIBIT HALL

## FRIDAY, APRIL 3

6:45 a.m. – 12:00 p.m.	Conference Registration Desk Open
7:00 a.m. – 8:30 a.m.	Leadership Committee Breakfast Meeting ☞
8:30 a.m. – 10:30 a.m.	NWEA & CWEA SoL Cannabis Technical Tour ☞
8:50 a.m. – 10:50 a.m.	Morning Sessions and Workshops
8:50 a.m. – 11:00 a.m.	Film Festival
11:00 a.m. – 11:30 a.m.	CWEA Annual Business Meeting
11:30 a.m. – 1:30 p.m.	Closing Ceremony and Awards Luncheon ☞

# HOTEL INFORMATION



**T**he Atlantis Casino Resort Spa is the headquarters hotel for this year's Annual Conference. It is connected by an indoor footbridge to the Reno-Sparks Convention Center.

Atlantis Casino Resort Spa is a 4-Diamond AAA resort and a world-class destination. Awarded Best Resort for its exceptional and friendly service, Atlantis is focused on making your stay a good one.

Hotel reservations are on a first-come, first-served, space available basis. Make reservations as soon as possible.

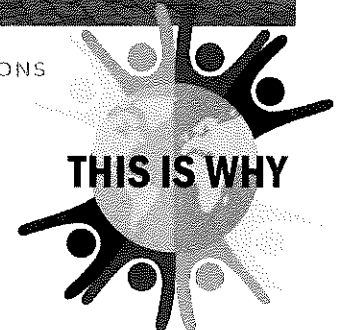
**Reservation Deadline: March 9, 2020 at 5:00 p.m.** After this date and time, reservations will be made based on availability and hotel may charge higher rates.

## ● HOW TO BOOK YOUR ROOM

- Online: [AC.CWEA.org/hotel](http://AC.CWEA.org/hotel)
- By phone (good for multiple reservations): 800-723-6500
- CWEA rates starting at \$134 per night + tax (Atlantis Tower or Luxury Tower Rooms) for single or double occupancy – add \$10 per person, per room, per night, plus tax for triple or quad occupancy
- Free valet and self-parking
- Free WiFi and wired internet in your room
- Two bottles of spring water per room daily
- Extended check-out time of 12:00 p.m.
- Fitness center
- Indoor and outdoor pools and jacuzzi
- Free round-trip shuttle service between the airport and hotel

## ● ATLANTIS DINING OPTIONS

- Toucan Charlie's Buffet
- Bistro Napa
- Manhattan Deli
- Atlantis Steakhouse
- Cafe Alfresco
- Sushi Bar on the Sky Terrace
- Purple Parrot Restaurant
- Chicago Dogs Eatery



## ● PLEASE DON'T FALL FOR THE HOUSING SCAMS

Beware of companies contacting you to book rooms. These companies may not be legitimate. The Atlantis will not be calling you to book your rooms, so if you are contacted, please be suspicious.

There are benefits to being in the conference block for both yourself and CWEA. When you book within the conference hotel block, you receive the following benefits:

- Entitlement to discounted rates at the official meeting hotel
- Stay at the headquarter hotel with all the conference attendees
- Be steps away from the conference
- And much more!

When rooms are booked at hotels NOT within the official hotel block:

- CWEA is exposed to financial penalties
- CWEA risks its ability to rebook preferred meeting hotels and receive reduced rates
- CWEA could lose qualification for the amount of convention center space we need for the meeting – please book early using the booking website



# REGISTRATION INSTRUCTIONS

**B**efore you register one or more persons online, please read all instructions and make sure you have decided on the number of lunches, tours, etc. You will need your online CWEA password or the ability to do a group registration for all those you are registering. Discrepancies may result in delays when you pick up your registration materials at the conference. All conference attendees, including speakers and exhibitors, are required to register.

## EARLY BIRD REGISTRATION

Early Bird Registration entitles you to a discounted conference registration rate. By registering early, you will avoid the wait time that is necessary for all on-site registrations and you or your employer will save money. Early Bird Registration must be accompanied with the appropriate fee in order to be processed. Save time by registering online!

## MEMBER-DISCOUNTED RATES

Only CWEA, WEF, or CA-NV AWWA membership qualifies for member-discounted rate and memberships will be verified. The additional cost of a non-member registration will be applied toward one year of CWEA membership, unless otherwise stated on the registration form. To ensure accuracy, read all instructions prior to filling out the Registration Form and all other necessary forms.

## RETIRED MEMBERS

Retired Members are eligible for a special registration rate. CWEA Bylaws state that a retired member is any person retired from and not currently affiliated professionally or technically with the water quality field. Retired members are asked to submit a registration form and fee by mail, fax, or email.

## STUDENT REGISTRATION

Full-time students are eligible for free registration. A student registration includes the Wednesday and Thursday evening Exhibit Hall Receptions, but does not include extra fee-based meals, technical tours, etc. – these can be purchased separately. This registration type is not available online since students must provide verification of current enrollment (nine or more units per semester). Students can submit a registration form by mail, fax, or email.

## SPOUSE/GUEST REGISTRATION

Spouse/Guest Registration includes participation in the Icebreaker Reception on Tuesday night, entrance into the Exhibit Hall on both days and a drink ticket for each of the Exhibit Hall receptions. Since you must be registered for the conference as an attendee to earn contact hours, spouses/guests are not eligible for contact hours.

## EXHIBITOR STAFF BADGES

Exhibitors can pick up Staff Badges at the Conference Registration Desk at the Reno-Sparks Convention Center:

- **TUESDAY, MARCH 31,**  
3:00 p.m. to 7:00 p.m.
- **WEDNESDAY, APRIL 1,**  
6:45 a.m. to 5:00 p.m.
- **THURSDAY, APRIL 2,**  
6:45 a.m. to 3:00 p.m.

Exhibitors with staff badges are allowed entry into the following events at no extra cost: the Tuesday Icebreaker Reception and the Wednesday morning Opening General Session. Exhibitors who wish to attend AC fee-based events or meals should register and pay online or by mail/fax. Guests of exhibitors are also expected to register and pay. For more information about CWEA Exhibits, please contact CWEA Senior Manager, Exhibitions & Sponsorship Sales, Christine Carchia at [ccarchia@cwea.org](mailto:ccarchia@cwea.org) or 510-746-7415.

## REGULATORS AND ACADEMICS REGISTRATION

Full-time employees of academic institutions and full-time employees of federal or state regulatory agencies are eligible for our discounted Regulators and Academics registration fee. Please submit a registration form by mail, fax, or email.

## BOWLING TOURNAMENT REGISTRATIONS

Registration for the bowling tournament should be made with your conference registration online or by mailing, emailing or faxing your registration form with payment. If you are registering for these by personal check and the registration is paid by your agency, please enclose all payments together. This will allow us to better coordinate your activities and process a complete registration for you.

## ACTIVITIES HOSTED BY STUDENTS AND YOUNG PROFESSIONALS

If you are interested in participating as a Student, Young Professional, or seasoned professional, please mark the appropriate SYP event selections on your registration form.

## CONFERENCE MEALS

Please indicate which conference meals you and your spouse/guest will be attending by checking the appropriate box online or on the Conference Registration Form. Note the number attending plus the cost in the space provided.

## EXHIBITS ONLY REGISTRATION

Bring your agency staff to experience the Exhibit Hall.

- Learn about new technology
- Experience hands-on equipment demos



- Network with over 200 exhibitors
- Participate in mobile Exhibit Hall tours (please check [AC.CWEA.org](http://AC.CWEA.org) or the on-site schedule for details)

Note: This registration type is only valid for the Exhibit Hall portion of the event.

#### REFUND POLICY

Written cancellation notice is required and must be received at least 30 days prior to the conference date. A 25% service fee shall be retained on all cancellations. No refunds will be given for cancellations made less than 30 days prior to the conference. Please consider sending a replacement if you are not able to attend.

#### HOTEL REGISTRATION

To book your hotel rooms, please go to [AC.CWEA.org/hotel](http://AC.CWEA.org/hotel) and follow the instructions provided.

#### REGISTRATION HOURS

The Conference Registration Desk will be open Tuesday to Friday. Registration hours are as follows:

- **TUESDAY, MARCH 31,**  
8:30 a.m. – 12:00 p.m.  
*Pre-Conference Workshop  
Registration Only in the Atlantis  
Hotel, 2nd Level*
- **TUESDAY, MARCH 31,**  
3:00 p.m. – 7:00 p.m. in the  
Reno-Sparks Convention Center

- **WEDNESDAY, APRIL 1, AND  
THURSDAY, APRIL 2,**  
6:45 a.m. – 5:00 p.m.
- **FRIDAY, APRIL 3,**  
6:45 a.m. – 12:00 p.m.

#### REGISTRATION PAYMENT

Payment can be made by check payable to: CWEA 2020 Annual Conference. Credit card payments are also accepted using the enclosed registration form or through CWEA's secure website ([AC.CWEA.org](http://AC.CWEA.org)). Early Bird Registration MUST be post-marked by February 14. Those who submit payments with an Early Bird Registration fee after February 14, will be billed for the difference. All fees for conference registration shall be paid in full at the time of registration. Full payment may be made by credit card, personal check or company/agency check. Purchase orders are also accepted. Registrations received without full payment or purchase order will not be processed. You must be registered for the conference as an attendee to receive contact hours. Guests/spouses and exhibits only registrations are not eligible for contact hours coming from tours or technical sessions.

#### REGISTRATION QUESTIONS

Registration questions may be referred to Member Services at 510-382-7800 x0 or [memberservices@cwea.org](mailto:memberservices@cwea.org).

#### SPEAKER QUESTIONS

Speaker questions may be referred to Heidi Wandell, Education Coordinator, at [hwandell@cwea.org](mailto:hwandell@cwea.org).

#### HOSPITALITY SUITES

While CWEA welcomes 'Hospitality Occasions' provided for our members, they must not open until after all regularly scheduled conference events or exhibits have closed. Hospitality suites may be available at the conference hotel. All hospitality events (both on-site and off-site) must be arranged/approved through the Conference Co-Chairs Gary Warren and Monica Myhill. Please send an email request to [mmmyhill@cwea.org](mailto:mmmyhill@cwea.org) indicating hosting organization, details of proposed event, preferred evening (Tuesday, Wednesday, or Thursday evening) and coordinator's name and contact information.

#### DISCLAIMER

CWEA and its Board members and volunteers are not responsible for the actions of speakers or the content of their sessions. No endorsement is implied or given of any persons or their philosophies, ideas or statements; nor of any products or processes; nor of any organizations or companies who volunteer to serve as speakers at the conference or exhibitors who purchase display space in the Exhibit Hall.



## Learn and Earn Contact Hours

One Photo ID card for  
ALL Training Records



## Environmental, Health & Safety Consulting • Training

**STUDENT TRAINING RECORD CARD**



Alex Smith  
Student ID# 0001A



Scan QR code to access records

ehs Inc.

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# REGISTRATION FORM

EARLY BIRD DEADLINE IS FEBRUARY 14!

(PLEASE PRINT OR TYPE)

Register online: [MyCWEA.org](http://MyCWEA.org)

Name For Badge: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Agency/Company: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

☐ CWEA MEMBER ☐ WEF MEMBER ☐ CA-NV AWWA MEMBER # \_\_\_\_\_

Non-member rates includes 1 year membership in CWEA. Please check here if you do **not** wish to take advantage of CWEA membership: ☐

**Special Services:** ☐ Please check here if you require special accommodations to fully participate. Attach a written description of your needs.

**Dietary Restrictions:** ☐ Please check here to include any dietary restrictions: \_\_\_\_\_

Tell us a bit about you. Please select one response for each question.

1. WHAT IS YOUR CAREER STAGE?			2. WHAT IS YOUR PRIMARY PRACTICE AREA?			
<input type="checkbox"/> Student	<input type="checkbox"/> Job Seeker		<input type="checkbox"/> Collection Systems	<input type="checkbox"/> Electrical/Instrumentation		
<input type="checkbox"/> Entry-level	<input type="checkbox"/> Journey-level		<input type="checkbox"/> Engineering	<input type="checkbox"/> Laboratory	<input type="checkbox"/> Plant Maintenance	
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Management		<input type="checkbox"/> Plant Operations	<input type="checkbox"/> Pretreatment	<input type="checkbox"/> Public Outreach	<input type="checkbox"/> Safety
<input type="checkbox"/> Executive	<input type="checkbox"/> Retiree	<input type="checkbox"/> Other	<input type="checkbox"/> Stormwater	<input type="checkbox"/> Utility Executive	<input type="checkbox"/> Other	
3. WHAT TYPE OF ORGANIZATION DO YOU WORK FOR?						
<input type="checkbox"/> Municipal – Large (400K+ customers)			<input type="checkbox"/> Municipal – Medium (50K-400K customers)			
<input type="checkbox"/> Municipal – Small (< 50K customers)			<input type="checkbox"/> Non-municipal – Consulting Firm			
<input type="checkbox"/> Non-municipal – Manufacturer or sales representative			<input type="checkbox"/> Non-municipal – Regulator, State or Federal			<input type="checkbox"/> Other

FULL CONFERENCE ATTENDANCE		(Before February 14)	(After February 14)	(After March 13)
WEDNESDAY, APRIL 1 – FRIDAY, APRIL 3, 2020		Early Bird	Saver	Full Rate
<input type="checkbox"/> Member – Discounted		\$525.00	\$625.00	\$695.00
<input type="checkbox"/> Non-Member		\$713.00	\$813.00	\$883.00
<input type="checkbox"/> Retired Member		\$320.00	\$320.00	\$320.00
<input type="checkbox"/> Regulators and Academics		\$100.00	\$100.00	\$100.00
<input type="checkbox"/> Speaker		\$315.00	\$315.00	\$315.00
<input type="checkbox"/> Student	With proof of current enrollment (nine or more units per semester)	\$0	\$0	\$0
Fee Subtotal		\$		

## ADVANCED WATER TREATMENT

(TUESDAY, MARCH 31, 10:00 a.m. – 5:00 p.m.; WEDNESDAY, APRIL 1, THURSDAY, APRIL 2, 8:50 a.m. – 4:00 p.m.)

Workshop includes buffet lunch each day, Tuesday Icebreaker Reception, and Exhibit Hall on Wednesday and Thursday.

(Before February 14)

(After February 14)

(After March 13)

Early Bird

Saver

Full Rate

### Introduction to Advanced Water Treatment

<input type="checkbox"/> Member – Discounted Rate	\$450	\$550	\$620
<input type="checkbox"/> Non-Member Rate	\$642	\$742	\$812

Fee Subtotal \$

## ONE-DAY CONFERENCE ATTENDANCE (WEDNESDAY or THURSDAY)

(Before February 14)

(After February 14)

(After March 13)

Early Bird

Saver

Full Rate

Please check the day you would like to attend: ☐ WEDNESDAY, APRIL 1 ☐ THURSDAY, APRIL 2

<input type="checkbox"/> Member – Discounted	\$325.00	\$350.00	\$375.00
<input type="checkbox"/> Non-Member	\$513.00	\$538.00	\$563.00
<input type="checkbox"/> Speaker	\$195.00	\$195.00	\$195.00
<input type="checkbox"/> Student	\$0	\$0	\$0

Fee Subtotal \$

## NWEA & CWEA EXHIBIT HALL ATTENDANCE ONLY

Each day includes an exhibit hall reception. No exhibits on Friday.

<input type="checkbox"/> Wednesday (April 1)	\$50.00	\$50.00	\$60.00
<input type="checkbox"/> Thursday (April 2)	\$50.00	\$50.00	\$60.00

Fee Subtotal \$

## ONE-DAY CONFERENCE ATTENDANCE (FRIDAY, APRIL 3)

(Before February 14)

(After February 14)

(After March 13)

Early Bird

Saver

Full Rate

<input type="checkbox"/> Member – Discounted	\$120.00	\$145.00	\$170.00
<input type="checkbox"/> Non-Member	\$308.00	\$333.00	\$358.00
<input type="checkbox"/> Speaker	\$72.00	\$72.00	\$72.00
<input type="checkbox"/> Student	\$0	\$0	\$0

Fee Subtotal \$

## CONFERENCE FOOD & BEVERAGE EVENTS

Unless otherwise noted, meals are not included with registration. Meals noted as free are not automatically included.

<input type="checkbox"/> NWEA & CWEA Icebreaker Reception (Tuesday, March 31, 6:00 p.m. – 7:30 p.m.)	_____ FREE with Registration
--	------------------------------

## BREAKFAST & LUNCH OPPORTUNITIES

Register for only one breakfast and lunch per day. See page 38 & 39 for details. The Women Impacting Water Breakfast and Closing Ceremony Awards Luncheon descriptions are on page 42 and 43.

Early Bird  
and Saver

Full Rate  
(After March 13, 2020)

### WEDNESDAY BREAKFAST, APRIL 1 (7:00 a.m. – 8:15 a.m.):

<input type="checkbox"/> Women Impacting Water Networking Breakfast	\$40	\$48
---	------	------

### WEDNESDAY LUNCH, APRIL 1 (12:15 p.m. – 1:45 p.m.):

<input type="checkbox"/> Collection Systems Committee Awards Lunch	\$25	\$30
<input type="checkbox"/> E&R Lunch: Operation and Management Practices at Central San*	\$30	\$36
<input type="checkbox"/> On Point – Engaging Your Audience Lunch*	\$30	\$36
<input type="checkbox"/> Partnering for Impact Brainstorming Lunch	\$25	\$30
<input type="checkbox"/> SYP Lunch: State and Regional Roles in Building Water Resilience*	\$30	\$36

### THURSDAY BREAKFAST, APRIL 2 (7:00 a.m. – 8:30 a.m.):

<input type="checkbox"/> Operations & Maintenance Committee Breakfast	\$20	\$24
<input type="checkbox"/> New Member Orientation	\$20	\$24

### THURSDAY LUNCH, APRIL 2 (12:15 p.m. – 1:45 p.m.):

<input type="checkbox"/> Lab Committee Lunch	\$25	\$30
<input type="checkbox"/> Brewery Resource Recovery Lunch*	\$30	\$36
<input type="checkbox"/> NRC/SRC Lunch Meeting	\$25	\$30
<input type="checkbox"/> P3S Committee Lunch	\$25	\$30
<input type="checkbox"/> River Reborn: Celebrating 50 Years of Cuyahoga River Progress Lunch*	\$30	\$36
<input type="checkbox"/> Safety Committee Lunch Meeting: 7 Insights into Safety Leadership*	\$30	\$36

### FRIDAY BREAKFAST, APRIL 3 (7:00 a.m. – 8:30 a.m.):

<input type="checkbox"/> Leadership Committee Breakfast	\$20	\$24
---	------	------

### FRIDAY LUNCH, APRIL 3 (11:30 a.m. – 1:30 p.m.):

<input type="checkbox"/> Closing Ceremony Awards Luncheon	\$40	\$48
---	------	------

Fee Subtotal \$

\*CWEA Contact Hours will be provided for the speaker portion of the lunch.

## PRE-CONFERENCE WORKSHOPS

(TUESDAY, MARCH 31, 10:00 a.m. – 5:00 p.m.)

See descriptions on pages 14 and 15. Workshops include a buffet lunch!

Early Bird  
and Saver

Full Rate  
(After March 13, 2020)

<input type="checkbox"/> PCW1: Build Your Own Asset Management Program!	\$200	\$240
<input type="checkbox"/> PCW2: Instrumentation and Electrical Drawings 101	\$175	\$210
<input type="checkbox"/> PCW3: Ops: Nutrient Removal Process Troubleshooting from Start-Up through Asset Life	\$200	\$240
<input type="checkbox"/> PCW4: Process Control Analyzers	\$145	\$174

Fee Subtotal \$

## TECHNICAL TOURS

See tour info on page 22. Tour registration may only be purchased in conjunction with a one-day or full conference registration.

	Early Bird and Saver	Full Rate (After March 13, 2020)
<input type="checkbox"/> T1: Truckee Meadows Water Reclamation Facility Technical Tour (TUESDAY, MARCH 31, 12:30 p.m. – 3:30 p.m.)	\$30	\$36
<input type="checkbox"/> T2: Reno/Stead WRF/UNR IPR Feasibility Study Technical Tour (WEDNESDAY, APRIL 1, 9:30 a.m. – 12:30 p.m.)	\$30	\$36
<input type="checkbox"/> T3: Marble Bluff Fish Passage Facility Technical Tour (THURSDAY, APRIL 2, 7:30 a.m. – 12:30 p.m.)	\$30	\$36
<input type="checkbox"/> T4: SoL Cannabis Technical Tour (FRIDAY, APRIL 3, 8:30 a.m. – 10:30 a.m.)	\$30	\$36
<b>Fee Subtotal</b>	<b>\$</b>	

## ACTIVITIES AND NETWORKING

See special events pages 42 for full descriptions.

	Early Bird and Saver	Full Rate (After March 13, 2020)
<b>BT. BOWLING TOURNAMENT</b> (Tuesday, March 31, 1:00 p.m. – 4:00 p.m. at High Sierra Lanes, Reno, NV)		
<input type="checkbox"/> Individual	\$15	\$18
<input type="checkbox"/> Team of 3	\$45	\$54
<b>SG. SPOUSE/GUEST REGISTRATION</b> (for more info on what is included in spouse/guest registration see page 46)		
<input type="checkbox"/> Name:	\$50	\$50
<b>SYPNM. NETWORKING MIXER BY STUDENTS &amp; YOUNG PROFESSIONALS</b> (Wednesday, April 1 from 7:00 p.m. – 9:00 p.m.)		
<input type="checkbox"/>	\$20	\$24
<b>Fee Subtotal</b>	<b>\$</b>	

## PAYMENT INFORMATION

For payments by check or money order, make payable to: **CWEA 2020 AC**. For payments by credit card, please print clearly.

Credit card: ☐ VISA ☐ MASTERCARD ☐ DISCOVER ☐ AMEX Signature: \_\_\_\_\_

Credit card number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Name of account holder: \_\_\_\_\_ Billing zip code: \_\_\_\_\_

Disclaimer: CWEA is not responsible for theft of or damage to personal or agency/company property whether intended to be used for CWEA purposes or not.

Mail registration payment and form to:

CWEA  
7677 Oakport St, Suite 600  
Oakland, CA 94621-1935

Fax credit card payments and form to:

510-382-7810  
Or, register on-line:  
MyCWEA.org

Need assistance?

Contact Member Services  
510-382-7800 x0  
memberservices@cwea.org

[RETURN TO CONTENTS](#)

ISSUE #1 2020  Clean WATER

51

## MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

*Fiscal Year 2019-20*

### ***Sole Source Procurement Justification for Projects under \$25,000\****



- A. Municipal Resource Group LLC Supplier Information/Name of Company and Prime Contact at the Supplier and at MWDOC:
- B. Contract awards to Supplier over prior 36-months: May 2019 – Performance Management Project
- C. Product(s) or Service(s) to be provided and Deliverables: Executive Coaching
- D. Justification Definition – Consultant specializes in this area.
- E. Narrative Explanation: Individual Coaching/Leadership Development
- F. Budget Line Item Reference & Amount: 2000-13-6205/ \$5,600
- G. Core or Choice designation: Core
- H. Signature/Approvals:

  
Requestor – Cathleen Harris

1-30-2020  
Date

  
General Manager – Robert J. Hunter

1-31-2020  
Date

\* Projects over \$25,000 must go to a Committee of the Board.

\*\* Possible justifications include but are not limited to: Only qualified bidder; Proprietary item; Urgent necessity; Bid process did not produce competitors; Governmental agency, association or Utility; Prior phase of professional services contract completed successfully by same Consultant; and Special technical expertise by Consultant for tasks desired.



**Municipal Water District of Orange County**  
**Legal and Professional Services Open Purchase Orders**  
as of December 31, 2019

Department	Consultant	Purpose	Approval Method	PO #	Date Opened	PO Amount including prior year increases	PO Increase/ Decrease	Expensed This Fiscal Year	Total Expensed	Remaining Amount	% Complete
<b>Engineering Expenses</b>											
Planning & Operation, MET Issues & Special Projects	Black & Veatch	OC Distribution System Water Supply	Board Approval 4/17/19	PO004096	9/11/19	83,420.00		55,960.46	55,960.46	27,459.54	67%
	CDM Smith	Integration Hydraulic Model Phase 1	Board Approval 12/19/18	PO004019	6/12/2019	65,000.00		27,616.70	36,189.20	28,810.80	56%
	Dudek	Water Resources Planning Services	Board Approval 4/18/18 & GM Approval	PO003454	4/24/18	258,572.50		11,456.25	212,856.50	45,716.00	82%
	Means Consulting, LLC	South OC Emergency Supply Study	Budget Approval	PO004023	7/1/19	45,000.00		12,348.60	12,348.60	32,651.40	27%
	Raffelis Financial Consultants	Consulting on MET Issues & Strategic Guidance to Engineering Dept.	Budget Based Tiered Rates Grant Assistance	PO003262	10/20/17	41,721.00	21,707.00	21,492.34	56,472.17	6,955.83	89%
<b>Legal Expenses</b>											
Administration	Aleshire & Wynder LLP	Legal Council Services	Budget Approval	PO003981	7/1/19	12,500.00		11,791.93	11,791.93	708.07	94%
	Best Best & Krieger LLP	Legal Council Services	Board Approval 8/16/17	PO003982	7/1/19	182,500.00		77,283.02	77,283.02	105,216.98	42%
	Best Best & Krieger LLP	Legal Council Services-Personnel Issues	Board Approval 8/16/17	PO003982	7/1/19	5,000.00	33,000.00	37,671.15	37,671.15	328.85	99%
	Amy J. Osborne	Legal Council Services-Personnel Issues	GM Approved 8/26/19	PO004110	9/24/19	15,500.00		14,263.50	14,263.50	1,236.50	92%
<b>Building Expense</b>											
Overhead	Bangl Creative Inc.	Design, Fabrication & Installation of Hallway Displays	Board Approval 5/17/17	PO003102	6/1/17	33,167.00			16,230.00	16,937.00	49%
	IDS Group	MWDOC Office Seismic Retrofit	Board Approval 10/18/17 & GM Approval	PO003284	10/27/17	15,781.49			12,214.49	3,567.00	77%
	IDS Group	Office Space Planning	Board Approval 11/15/17 & GM Approval	PO003377	3/7/18	47,886.00	18,000.00	21,450.00	46,109.50	19,776.50	70%
	IDS Group	Seismic Design & Project Support for MWDOC & WEROC S. EOC	Board Approval 9/19/18 & GM Approval	PO003739	12/1/18	145,620.00		50,693.17	58,574.00	87,046.00	40%
<b>Professional Expenses</b>											
Administration	Dissinger Associates	Pension Plan Administration	Budget Approval	PO003984	7/1/19	4,500.00				4,500.00	0%
	Gladwell Governmental Services, Inc.	Records Management Consulting	Budget Approval	PO003986	7/1/19	2,500.00				2,500.00	0%
	Municipal Resource Group, LLC	Performance Management Evaluation and Implementation	GM Approval 5/9/19	PO003909	5/9/19	18,000.00	4,500.00	9,104.40	9,104.40	13,395.60	40%
	Municipal Resource Group, LLC	Executive Coaching	GM Approval 11/21/19	PO004240	12/1/19	5,600.00		1,873.65	1,873.65	3,726.35	33%
	WageWorks Inc.	Cafeteria Plan Administrative	Budget Approval	PO003985	7/1/19	2,312.00		1,176.42	1,176.42	1,135.58	51%
Finance / IT	Davis Farr LLP	Financial Consulting Services	Board Approval 5/17/17	PO004040	7/1/19	20,000.00		4,040.00	4,040.00	15,960.00	20%
	Public Financial Management, Inc.	Assistance with Financial Management Policies	GM Approval 10/1/16	PO003154	6/1/17	20,000.00			6,075.00	13,925.00	30%
Government Affairs	Ackerman Consulting	Legal and Regulatory Matters consulting	Board Approval 6/19/19	PO003980	7/1/19	36,000.00		10,450.00	10,450.00	25,550.00	29%
	Soto Resources (Joey C. Soto)	Grant Research and Acquisition Assistance	Board Approval 3/21/18	PO004024	7/1/19	36,000.00		17,996.58	17,996.58	18,003.42	50%
Public Affairs	Bolsa Chica Conservancy	Choice High School Program	Board Approval 4/17/19	PO004093	8/1/19	60,000.00		16,000.00	16,000.00	44,000.00	27%
	Building Block Entertainment, Inc.	Choice Elementary School Program (K-2)	Board Approval 4/17/19	PO004092	8/1/19	115,600.00		22,350.00	22,350.00	93,250.00	19%
	Discovery Science Center	Choice Elementary School Program (3-6)	Board Approval 4/17/19	PO004068	8/9/19	190,051.40		23,947.99	23,947.99	166,103.41	13%
	Discovery Science Center	Choice Middle School Program (7-8)	Board Approval 4/17/19	PO004069	8/9/19	59,261.77			-	59,261.77	0%
	Hashlag Pinpoint Corporation	Strategic Digital Communications Consulting Services	Board Approval 9/19/18	PO004041	7/1/19	95,000.00		47,502.00	47,502.00	47,498.00	50%

**Municipal Water District of Orange County**  
**Legal and Professional Services Open Purchase Orders**  
as of December 31, 2019

Department	Consultant	Purpose	Approval Method	PO #	Date Opened	PO Amount including prior year increases	PO Increase/ Decrease	Expensed This Fiscal Year	Total Expensed	Remaining Amount	% Complete
<b>Professional Expenses (Continued)</b> Water Use Efficiency											
	Blue Watchdog Conservation, Inc.	Instructors for QWEL Training Program	Board Approval 3/21/18	PO003448	4/2/18	40,000.00		544.62	13,923.14	26,076.86	35%
	Droplet Technologies	Licensing and Digital Signature Fees for Web Based Rebate Processing and Database Platform	Budget Approval	PO004208	12/12/19	53,322.00			-	53,322.00	0%
	EcoTech Services, Inc.	Pressure Regulating Valve Replacement Program	Board Approval 7/17/19	PO004166	10/1/19	53,000.00		-	-	53,000.00	0%
	EcoTech Services, Inc.	Landscape Design Assistance Program	Board Approval 6/19/19	PO004196	11/1/19	24,000.00		3,425.00	3,425.00	20,575.00	14%
	GardenSoft Corp.	Water Smart Gardening Licensing and Website Development	Board Approval 5/15/19	PO004117	9/1/19	27,500.00		19,500.00	19,500.00	8,000.00	71%
	Large Plumbing	Pressure Regulating Valve Replacement Program	Board Approval 7/17/19	PO004165	10/1/19	79,500.00		7,375.00	7,375.00	72,125.00	9%
	McCall's Meter Sales & Service	Meter Accuracy Testing	Board Approval 9/21/16	PO003070	5/25/17	33,320.00		1,890.00	15,855.00	17,465.00	48%
	Mission Resource Conservation District	Field verifications for rebate programs	Board Approval 6/21/17	PO003194	8/22/17	450,000.00		57,428.95	330,615.26	119,384.74	73%
	The Plant Nerd	Landscape Design Assistance Program	Board Approval 6/19/19	PO004189	11/1/19	112,000.00		20,910.00	20,910.00	91,090.00	19%
	TerraWorks Studio	Landscape Design Assistance Program	Board Approval 6/19/19	PO004197	12/6/19	24,000.00		520.00	520.00	23,480.00	2%
	Water Systems Optimization, Inc.	Water Loss Control Workgroup and Technical Assistance	Board Approval 10/21/15	PO002526	3/9/16	1,396,280.00		125,184.90	1,165,177.83	231,102.17	83%
	Water Systems Optimization, Inc.	Water Loss Audit Validation Research	Board Approval 4/18/18 & 2/20/19	PO003487	6/13/18	109,200.00		48,000.00	96,000.00	13,200.00	88%
	Water Systems Optimization, Inc.	Leak Detection Research & Training	Board Approval 2/20/19	PO004000	7/19/19	49,375.00		24,375.00	24,375.00	25,000.00	49%
	Westerly Meter Service Company	Meter Accuracy Testing	Board Approval 9/21/16	PO003071	5/25/17	41,191.00	12,284.00	14,555.00	46,830.00	6,645.00	88%
<b>Professional Expenses WEROC</b>											
<b>Professional Expenses WEROC</b>	Athena EHS Consulting, LLC	WEROC Program Assistance	Board Approval 3/20/19	PO003864	4/16/19	25,000.00			5,774.63	19,225.37	23%
	Herndon Solutions Group LLC	AWIA Risk Assessment and Emergency Response Plan	Board Approval 7/17/19	PO004050	7/22/19	3,577,570.00		523,984.86	523,984.86	3,053,585.14	15%
	IDS Group	S. EOC Seismic Retrofit	Board Approval 10/18/17	PO003284	10/27/17	11,610.00			7,310.00	4,300.00	63%
	<b>Totals</b>					7,723,361.16	89,491.00	1,344,161.49	3,090,056.28	4,722,795.88	40%



**Municipal Water District of Orange County  
Director's Activity Report  
Reporting Period from 07/01/19 to 12/31/19**

Activity Description	MWDOC Director's							Subtotal	MET Director's				Subtotal	Director's Total
	Thomas	Barbre	McVicker	Dick	Finnegan	Yoo Schneider	Tamaribuchi		Barbre	Ackerman	McKenney	Dick		
Per Diem														
MWDOC Committee & Board mtg	10,291	10,291	11,226	8,420	6,237	8,732	10,603	65,800	-	1,871	2,495	312	4,678	70,478
MET Committee & Board mtg	-	-	936	-	-	-	-	936	4,989	6,237	6,860	4,366	22,452	23,388
Meetings with Member Agencies	624	1,871	312	624	-	5,925	312	9,668	-	-	-	-	-	9,668
Other Misc meetings & activities	6,860	5,925	4,989	4,678	1,559	4,054	6,549	34,614	13,097	9,667	8,108	6,549	37,421	72,035
Benefits	13,160	10,533	11,575	10,142	1,399	10,849	2,360	60,018	1,566	1,773	1,742	963	6,034	66,052
Subtotal-Per Diem	30,935	28,620	29,038	23,864	9,195	29,560	19,824	171,036	19,652	19,548	19,205	12,180	70,585	241,621
Travel, Conferences & Misc. (1)														
ACWA	1,572	-	1,718	-	-	75	1,531	4,896		-	-		-	4,896
Association of CA Cities - OC	-	420	-	-	-	-	-	420		-	-		-	420
AWWA	-	-	-	-	-	-	-	-		-	-		-	-
CCEFB	-	-	-	-	-	2,782	1,612	4,394		-	-		-	4,394
OCBC	-	-	-	-	-	-	-	-		-	-		-	-
CRWUA	1,260	1,072	-	-	-	-	-	2,332		-	-		-	2,332
CSDA	-	-	18	-	-	-	-	18		-	-		-	18
Bond Buyers Conf	-	628	-	-	-	-	-	628		-	-		-	628
CUWCC	-	-	-	-	-	-	-	-		-	-		-	-
Legislative Activities in Sacramento	-	-	-	-	-	604	-	604		-	-		-	604
Washington DC Legislative Trips	-	2,792	-	-	-	-	-	2,792		-	-		-	2,792
ISDOC	17	-	17	-	17	-	-	51		-	-		-	51
MET Legislative	-	-	-	-	-	-	-	-		-	-		-	-
NNWRA	-	-	-	-	-	-	-	-		-	-		-	-
OCWA	-	175	175	-	-	45	-	395		-	45		45	440
Urban Water Coalition	-	-	-	-	-	-	-	-		-	-		-	-
Urban Water Institute	987	-	1,025	53	-	971	999	4,035		-	-		-	4,035
So Cal Water Committee	-	-	-	-	-	-	325	325		-	-		-	325
Water Education Foundation	-	-	-	-	-	-	-	-		-	-		-	-
Other Travel Expenses	-	-	121	-	-	82	995	1,198		31	-		31	1,229
Mileage	998	1,186	560	694	228	2,009	874	6,549		422	-		422	6,971
Toll Charges	-	-	-	-	-	336	-	336		-	-		-	336
Miscellaneous	-	-	-	-	-	-	-	-		-	-		-	-
Telephone/Fax/Cable	-	-	-	-	258	-	-	258		-	-		-	258
Subtotal-Travel, Conferences & Misc.	4,834	6,273	3,634	747	503	6,904	6,336	29,231	-	453	45	-	498	29,729
Total	35,769	34,893	32,672	24,611	9,698	36,464	26,160	200,267	19,652	20,001	19,250	12,180	71,083	271,350

(1) Includes conference registration, travel, lodging, meals, transportations, mileage and other miscellaneous related costs; does not include Per Diem.

2/6/2020

**Municipal Water District of Orange County**  
**Semi-Annual Comparison for Overtime Hours Worked**  
for the six-month periods ending December 2019 and 2018

Employee	7/1/19 - 12/31/19		7/1/18 - 12/31/18	
	Hours Worked	Dollar Equivalent <sup>(1)</sup>	Hours Worked	Dollar Equivalent <sup>(1)</sup>
Davanaugh, Katie	5.00		0.00	
Davis, Rachel	4.00		0.00	
Dubuque, Tina	3.50		24.25	
Fahl, Beth	3.25		18.50	
Francisco, Pari	3.50		3.00	
Gunawan, Lina	0.50		0.00	
Harrison, Daniel	72.00		0.00	
Hernandez, Christina	0.50		3.50	
Muldoon, Traci	0.00		58.50	
Roberto, Bryce	21.75		72.00	
Snow, Mary	4.00		4.50	
Soto, Francisco	0.00		4.50	
Thorsell, Jason	1.25		0.00	
Waite, Rachel	5.00		20.00	
Wilson, Sarah	28.25		41.50	
<b>TOTAL</b>	<b>152.50</b>	<b>\$9,506</b>	<b>250.25</b>	<b>\$ 12,688</b>

(1) Dollar equivalent calculated at 1.5 x hourly rate

(2) Overtime hours at straight time



**INFORMATION ITEM**

February 12, 2020

**TO: Administration & Finance Committee**  
(Directors Thomas, Finnegan, Dick)

**FROM: Robert Hunter, General Manager**

Staff Contact: Cathleen Harris, Director of Human Resources & Administration

**SUBJECT: ANNUAL AUTO ALLOWANCE REPORT**

**STAFF RECOMMENDATION**

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Staff recommends the Administration & Finance Committee receive and file the information, as presented.

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**DETAILED REPORT**

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In accordance with the District's Auto Allowance Policy, the General Manager shall submit an annual report to the Administration and Finance Committee listing employees that receive an auto allowance and any exceptions to the provisions of the policy. The following positions are currently receiving monthly auto allowances in the amount of \$500:

Title
Director of Water Use Efficiency
Director of Public Affairs
Associate General Manager
Governmental Affairs Manager
Director of Emergency Management
Assistant General Manager

The General Manager receives a monthly car allowance in the amount of \$750.

Budgeted (Y/N): Y	Budgeted amount: \$45,000	Core _X_	Choice __
Action item amount: N	Line item:		
Fiscal Impact (explain if unbudgeted):			



**INFORMATION ITEM**

February 12, 2020

**TO: Administration & Finance Committee**  
(Directors Thomas, Finnegan, Dick)

**FROM: Robert Hunter, General Manager**

**SUBJECT: Annual Review of Coastal Municipal Water District Issues**

**STAFF RECOMMENDATION**

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Staff recommends the Administration & Finance Committee: Review and discuss; staff recommends no changes at this time.

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**DETAILED REPORT**

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Below is the excerpt from the Administrative Code relative to outstanding issues involving MWDOC's consolidation with Coastal Municipal Water District. Staff has reviewed the sections and does not recommend any changes at this time (the last substantive change was made to this Section in 2011 and has been reviewed each year since; minor changes were made during the Administrative Review process in 2015).

<b>Budgeted (Y/N):</b> N/A	<b>Budgeted amount:</b>	<b>Core</b> __	<b>Choice</b> __
<b>Action item amount:</b>	<b>Line item:</b>		
<b>Fiscal Impact (explain if unbudgeted):</b>			

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
ADMINISTRATIVE CODE**

<b>MWDOC/COASTAL CONSOLIDATION ISSUES</b>	<b>§12000-12002</b>
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**§12000 INTRODUCTION**

MWDOC and Coastal MWD consolidated effective January 17, 2001. Many factors and issues were evaluated in bringing the two agencies together. MWDOC has documented several of the issues in the event they become important for future consideration. The Administration & Finance Committee shall review these issues on an annual basis until such time as the Administration & Finance Committee determines a review is no longer necessary.

**§12001 Standby Charge Levied in MWDOC and Coastal Service Areas**

This is an issue has to do with the level of Standby Charge being levied in the MWDOC service area of \$10.09 per acre or per parcel less than an acre and a similar but higher charge of \$11.60 in the Coastal service area. The Standby Charge levied by MET is higher in the Coastal service area because at the time the Standby Charge was established by MET (1993), it was partially based on the dependence on imported water to the member agency service area. Since the Coastal service area had proportionally fewer groundwater resources than the MWDOC service area, the charge was higher. Amounts raised by MET through the Standby Charge are forwarded to each participating MET member agency (including MWDOC and Coastal) as credits against the amount owing under MET's Readiness-to Serve Charge. The higher charge in the Coastal service area generates about \$120,000 per year more than if the charge was reduced to \$10.09 to match the MWDOC service area standby charge.

During the consolidation transition period (from 1998-2000), MET engaged in continued discussions regarding restructuring of its rates and charges, and the continued levy of a MET Readiness-to-Serve Charge was often in doubt. Consequently, no action was taken by Coastal or MWDOC to request that MET equalize the two charges. The only reason for retaining this item is to be aware of the different levels of the Standby Charge in the event MET ever changes its rate structure.

**§12002 MET Capacity Provided in the EOCF#2 for the Coastal Service Area**

The East Orange County Feeder Number 2 (EOCF#2) is a 25-mile long treated water transmission main, constructed in 1962 by MET, Anaheim, Santa Ana, MWDOC and Coastal. The purpose of the pipeline was to increase the treated water capacity to southeastern Orange County and to replace capacity to Anaheim, Santa Ana and Coastal that had been used in the Orange County Feeder by the growing MWDOC service area. It should be remembered that upon the formation of the MWDOC service

area in 1951 the Anaheim and Santa Ana city service areas from MET had been frozen and the growing portions of these cities beyond the boundaries as they existed in 1951 was included as part of the MWDOC service area. That has since been changed.

Coastal MWD purchased 10.0 cfs of capacity in the EOCF#2 as it was constructed. This capacity has since been assigned to the retail agencies within Coastal (July 2000). In addition, MET provided 84 cfs of oversizing capacity in the facility to meet the additional needs of Coastal and the original city areas of Anaheim, Fullerton and Santa Ana. MET's 84 cfs of capacity provided was designated to the following areas:

Agency	cfs
Anaheim	6
Santa Ana	15
Coastal	63
Met Total	84

In MET Resolution 6635, adopted January 12, 1965, it was noted that:

"the capacities allocated to MET in the several reaches of the East Orange County Feeder No. 2 shall be used for delivery of water to said older member cities to meet their requirements for services to areas which were within their boundaries on November 26, 1951, the date of the annexation of Orange County Municipal Water District to MET and to the Coastal Municipal Water District as it was constituted on January 1, 1955, until such time as like delivery of water can be made to them in whole or in part through other facilities, provided, that until such conveyance capacity is needed for delivery to such older members for such purpose and always subject to the policy declared herein as to such older members, it may be used by MET for the sale and delivery of water in accordance with the provisions of the Metropolitan Water District Act. . . . "

The exact meaning of this section in today's context given that MET has provided capacity in the Allen McColloch Pipeline and South County Pipeline facilities to serve both MWDOC and Coastal, has not been fully analyzed or debated with MET. Rather, the purpose of this section is to raise the issue and provide that the consolidation of MWDOC and Coastal shall not in any manner erode or diminish any rights that the retail agencies within the Coastal service area may have or be able to assert with respect to any or all of the 63 cfs of capacity in the EOCF#2 provided by MET.

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M-5/2005; M-2/16/11; M-6/17/15

**Administration Activities Report****January 3, 2020 – February 6, 2020**

Activity	Summary
<b>Administration/Board</b>	<p>Staff worked on the following:</p> <ul style="list-style-type: none"><li>• Scheduled meetings for Rob Hunter, Karl Seckel and Board members.</li><li>• Assisted Rob/Karl with various write-ups and follow-up for the Committees and Board.</li><li>• Continue to send the Water Supply Reports to the member agencies.</li><li>• Processed and reviewed agreements for appropriate Board approval and insurance requirements.</li><li>• Review Insurance documents for all District Agreements.</li><li>• Responded to two Public Records Act request.</li><li>• Continued review of Laserfiche filing system for improvements.</li><li>• Continued to work with staff training/cross training.</li><li>• Coordinated logistics for Special Board meeting</li><li>• Various travel arrangements for Directors and staff</li><li>• Research on air fare to both Sacramento and DC</li><li>• Registration and travel arrangements for CMUA meetings, Water Loss Workshop, ACCOC Sacramento Advocacy trip, AWWA Workshop, CCEEB/CED Sacramento, CalDesal Annual Conference, ACWA Sacramento meeting, Urban Water Spring Conference, Landscape Workgroup meeting, ACWA DC2020, CAPIO meeting, ACWA Spring Conference.</li><li>• Scheduled meetings for Rob Hunter and Karl Seckel.</li></ul>
<b>Records Management</b>	<ul style="list-style-type: none"><li>• Review and reorganization of electronic documents in Laserfiche continues.</li><li>• The transition from document storage at Iron Mountain to Corodata is complete. Everything went smoothly and all boxes have been accounted for.</li><li>• Laserfiche has been updated to the latest version, 10.4. Training on new features will be scheduled soon.</li></ul>
<b>Recruitment/Departures</b>	<ul style="list-style-type: none"><li>• Recruitment is under way to fill the Water Use Efficiency Analyst II position.</li><li>• Recruitment for Public Affairs intern is currently under way.</li></ul>



	<ul style="list-style-type: none"><li>• Recruitment is underway to fill the Water Resources Analyst position.</li><li>• The Part-Time Leak Detection Assistant was filled effective January 7th.</li><li>• The Director of Emergency Management position was filled effective January 13<sup>th</sup>.</li></ul>
<b>Projects and Activities</b>	<ul style="list-style-type: none"><li>• Coordination efforts continue with IDS Consultants and Engineering, regarding building improvements and seismic retrofits. Plans are currently under final review with the City and it is anticipated plans will soon be approved.</li><li>• Staff is evaluating workstations and furnishings for office renovations. Human Resources staff and the General Manager met with IDS design team and visited People Space showroom in Irvine to evaluate office furniture.</li><li>• Staff is working with the Municipal Resource Group (MRG) on staff training workshops.</li><li>• In an effort to assess areas requiring improvement at MWDOC as it relates to employee engagement, morale and culture, a Workplace Climate Survey was distributed to all employees. Responses are being gathered and compiled by MRG.</li><li>• Staff is working on budget projections and upcoming budget for 2020/21.</li><li>• Staff participated in Owner's Representative Proposal Reviews for the Seismic Retrofit and Office Remodel.</li><li>• Staff participated in HR Member Agency Meeting at Mesa Water.</li></ul>
<b>Health Benefits</b>	<ul style="list-style-type: none"><li>• No new information.</li></ul>



**INFORMATION ITEM**

February 12, 2019

**TO:** Administration & Finance Committee  
(Directors Thomas, Finnegan, Dick)

**FROM:** Robert J. Hunter, General Manager

Staff Contact: Jeff Stalvey

**SUBJECT:** Finance and IT Pending Items Report

**SUMMARY**

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The following list details the status of special projects that are in-progress or to be completed during FY 2019-20.

**Finance**

Description	% of Completion	Estimated Completion date	Status
Further Implementation of WUE Landscape Programs Databases and Web Site.	On-going	On-going	In Progress
2019 W-9 collection for water rebates. Currently holding 3 rebate checks awaiting W-9 form.	On-going	On-going	In Progress
Perform demo testing of new accounting software from Accufund	10%	06-30-20	In Progress
Government Compensation in California Report 2019	0%	03-30-20	Not Started
State Controller Report preparation FY18-19	100%	01-31-20	Completed
Preparation of documents for FY20-21 budget process.	60%	04-30-20	In Progress

## **Information Technology**

<b>Description</b>	<b>% of Completion</b>	<b>Estimated Completion date</b>	<b>Status</b>
Network security issues (hackers, viruses and spam emails)	On-going	On-going	Continuous system monitoring
Purchase and upgrade Conference room 101 with Interactive board, sound system and microphones.	<b>0%</b>	06-30-20	Not Started
Upgrade WUE Web Server (Software upgrade)	<b>10%</b>	06-30-20	In Progress
Upgrade software for Data Server	<b>10%</b>	06-30-20	In Progress
Disposal of non-functional and obsolete electronic equipment	<b>30%</b>	03-31-20	In Progress
Replace network color printer and 2 Department printers	<b>75%</b>	03-31-20	In Progress
Perform annual Business Continuity Plan Exercise and Testing.	<b>50%</b>	03-31-20	In Progress

## **FY 2019-20 Completed Special Tasks**

<b>Description</b>	<b>% of Completion</b>	<b>Estimated Completion date</b>	<b>Status</b>
<b><u>Finance</u></b>			
State Tax filing for Water Facilities FY18-19	<b>100%</b>	11-30-19	Completed
Assisting Mesa Water District with reviewing proposals received from their RFP for new Banking Services. Also assisting with interviewing the top four proposers.	<b>100%</b>	11-12-19	Completed
<b><u>Information Technology</u></b>			
Upgrade Network Attached Storage device for Backups	<b>100%</b>	12-31-19	Completed
Upgrade 5 computers and monitors for Staff	<b>100%</b>	12-31-19	Completed



INFORMATION ITEM

February 12, 2020

TO: **Administration & Finance Committee**  
(Directors Thomas, Dick, Finnegan)

FROM: **Robert Hunter, General Manager**

Staff Contact: Kevin Hostert

SUBJECT: **Monthly Water Usage Data and Water Supply Info.**

**STAFF RECOMMENDATION**

Staff recommends the Administration & Finance Committee receive and file this information.

**COMMITTEE RECOMMENDATION**

Committee recommends (To be determined at Committee Meeting)

**REPORT**

The attached figures show the recent trend of water consumption in Orange County (OC), an estimate of Imported Water Sales for MWD OC, and selected water supply information.

- OC Water Usage, Monthly by Supply **OCWD Groundwater was the main supply in December.**
- OC Water Usage, Monthly, Comparison to Previous Years Water usage in **December 2019 was below average compared to the last 5 years.** We are projecting a slight increase in overall water usage compared to FY 2018-19. It has been 34 months since all mandatory water restrictions were lifted by the California State Water Resources Control Board.
- Historical OC Water Consumption Orange County M & I water consumption is estimated to be **524,000 AF in FY 2019-20** (this includes ~15 TAF of agricultural usage and non-retail water agency usage). This is about **8,000 AF more than FY 2018-19** and is about **17,000 AF less than FY 2017-18**. Water usage per person is projected to be slightly higher in **FY 2019-20 for Orange County at 143 gallons per day** (This includes recycled water). Although OC population has increased 20% over the past two decades, water usage has not increased, on average. A long-term decrease in per-capita water usage is attributed mostly to Water Use Efficiency

Budgeted (Y/N): N	Budgeted amount: N/A	Core <u>X</u>	Choice <u>  </u>
Action item amount: N/A		Line item:	
Fiscal Impact (explain if unbudgeted):			

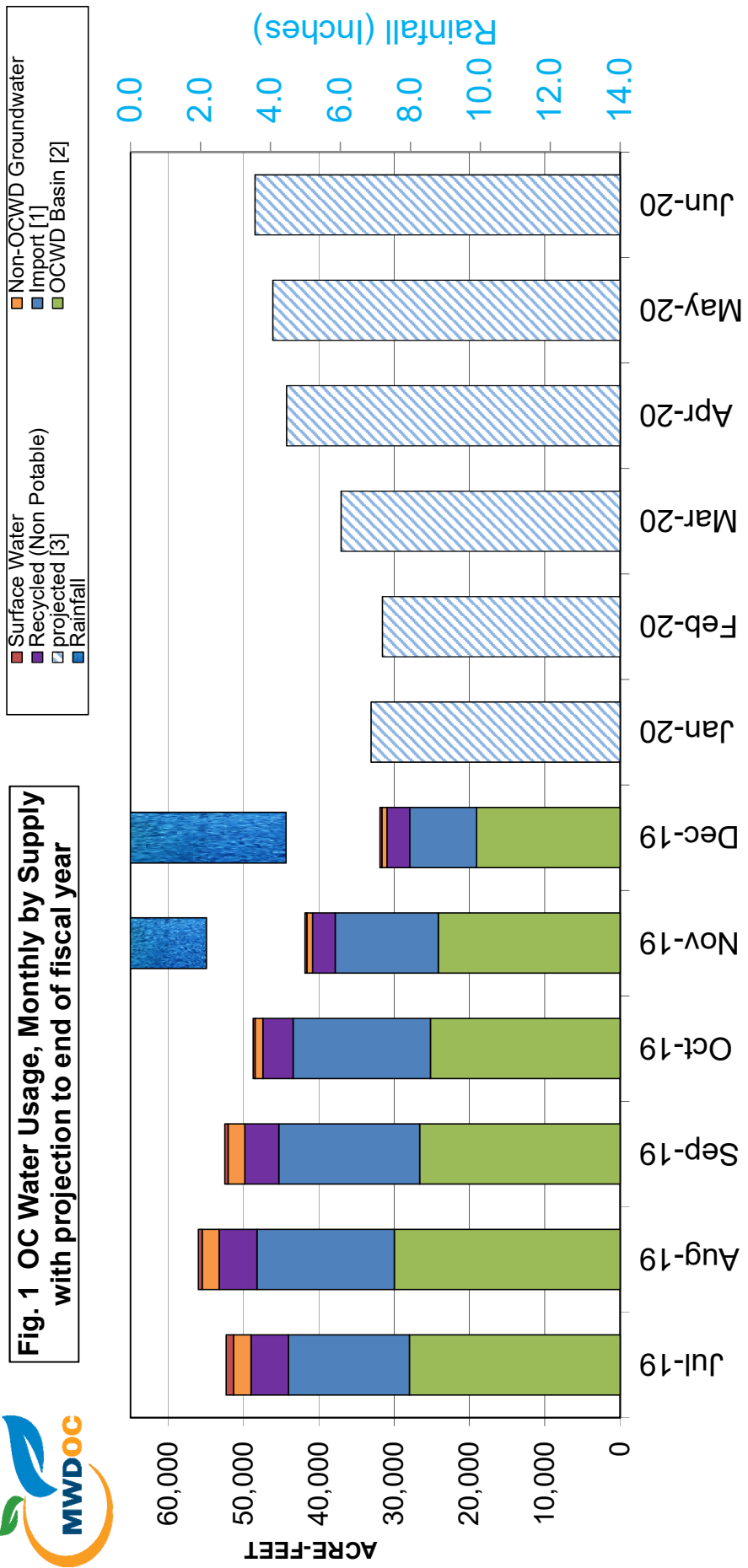
(water conservation) efforts. ***O.C. Water Usage for the last four Fiscal Years is the lowest since the 1982-83 Fiscal Year*** (FY 1982-83 was the third wettest year on record).

Water Supply Information Includes data on Rainfall in OC; the OCWD Basin overdraft; Northern California and Colorado River Basin hydrologic data; the State Water Project (SWP) Allocation, and regional storage volumes. The data have implications for the magnitude of supplies from the three watersheds that are the principal sources of water for OC. Note that a hydrologic year is Oct. 1<sup>st</sup> through Sept. 30<sup>th</sup>.

- Orange County's accumulated precipitation through ***early February*** was average for this period. Water year to date rainfall in Orange County is ***6.75 inches***, which is ***99% of normal***.
- Northern California accumulated precipitation through ***early February*** was ***64% of normal for this period***. Water Year 2019 was 137% of normal while water year 2018 was 82% of normal. The ***Northern California snowpack*** was ***73% of normal*** as of February 3<sup>rd</sup>. ***As of late January, 0.00%*** of California is experiencing ***moderate drought conditions*** while 34.28% of the state is experiencing abnormally dry conditions. The State Water Project Contractors Table A Allocation was increased to 15% in January 2020.
- Colorado River Basin accumulated precipitation through ***early February*** was ***92% of normal*** for this period. The ***Upper Colorado Basin snowpack*** was ***104% of normal*** as of February 3<sup>rd</sup>. ***Lake Mead and Lake Powell*** combined have about ***68% of their average storage volume*** for this time of year and are at ***46.8% of their total capacity***. If Lake Mead's ***level falls below a "trigger" limit 1,075 ft. at the end of a calendar year***, then a shortage will be declared by the US Bureau of Reclamation (USBR), impacting Colorado River water deliveries to the Lower Basin states. As of late December, Lake Mead levels were ***19.79' above the "trigger" limit***. The USBR predicts that the start of 2020 will not hit the "trigger" level but there is ***a 4% chance that the trigger level will be hit in 2021 and a 24% chance in 2022***.



**Fig. 1 OC Water Usage, Monthly by Supply  
with projection to end of fiscal year**



[1] Imported water for consumptive use. Includes "In-Lieu" deliveries and CUP water extraction. Excludes "Direct Replenishment" deliveries of spreading water and deliveries into Irvine Lake.

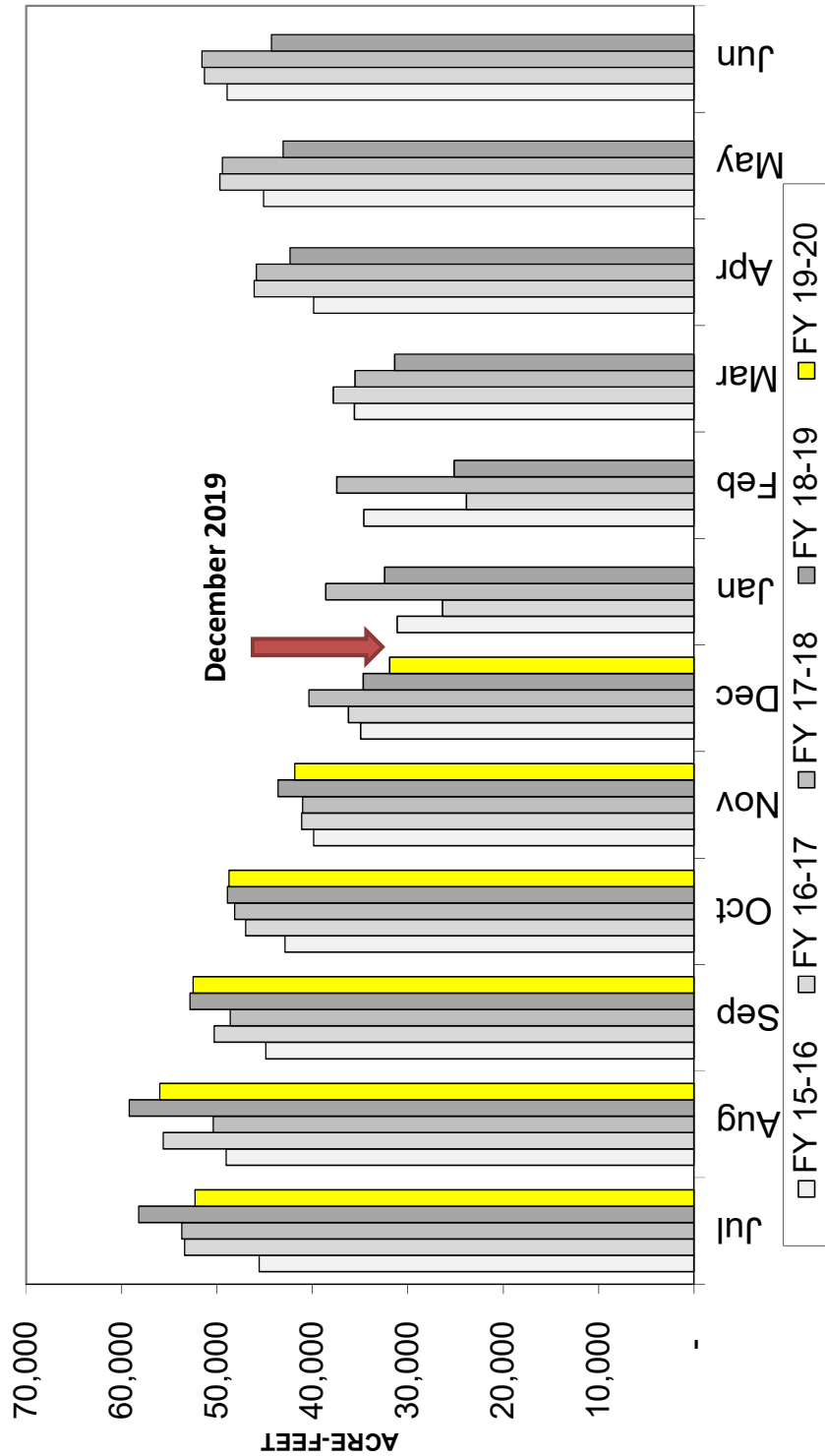
[2] GW for consumptive use only. Excludes In-Lieu water deliveries and CUP water extraction that are counted with Import. BPP in FY '19-20 is 77%.

[3] MWD OC's estimate of monthly demand is based on the projected 5 Year historical retail water demand and historical monthly demand patterns.

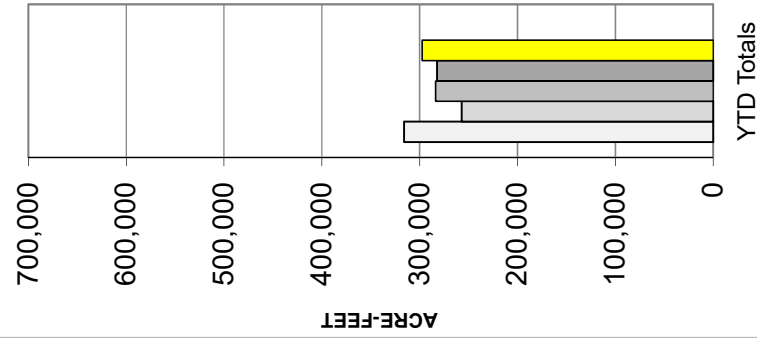
[4] Total water usage includes IRWD groundwater agricultural use and usage by non-retail water agencies.



**Fig. 2 OC Monthly Water Usage [1]: Comparison to Last 4 Fiscal Years**



**Partial Year Subtotals**



[1] Sum of Imported water for consumptive use (includes "In-Lieu" deliveries; excludes "Direct Replenishment" and "Barrier Replenishment") and Local water for consumptive use (includes recycled and non-potable water and excludes GWRS production) Recent months numbers include some estimation.

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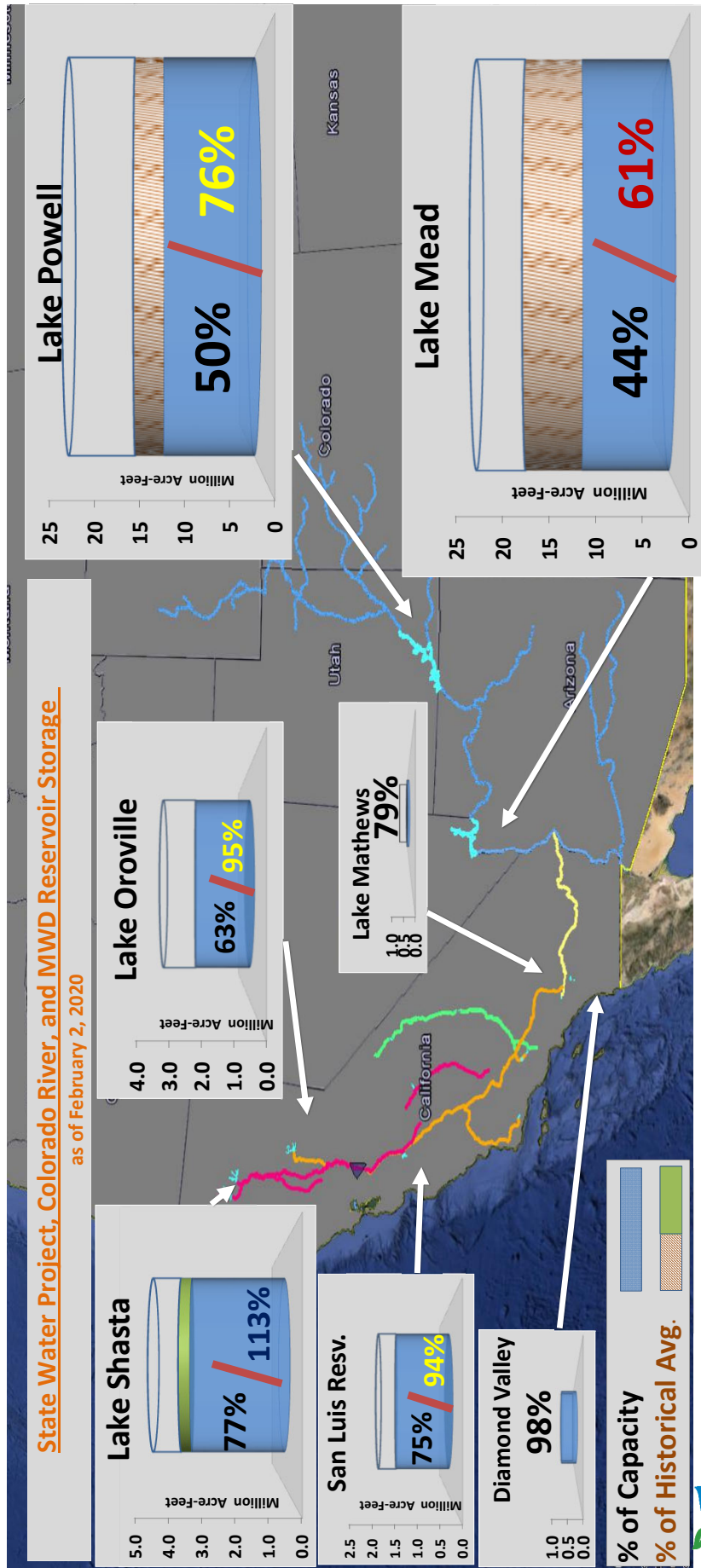
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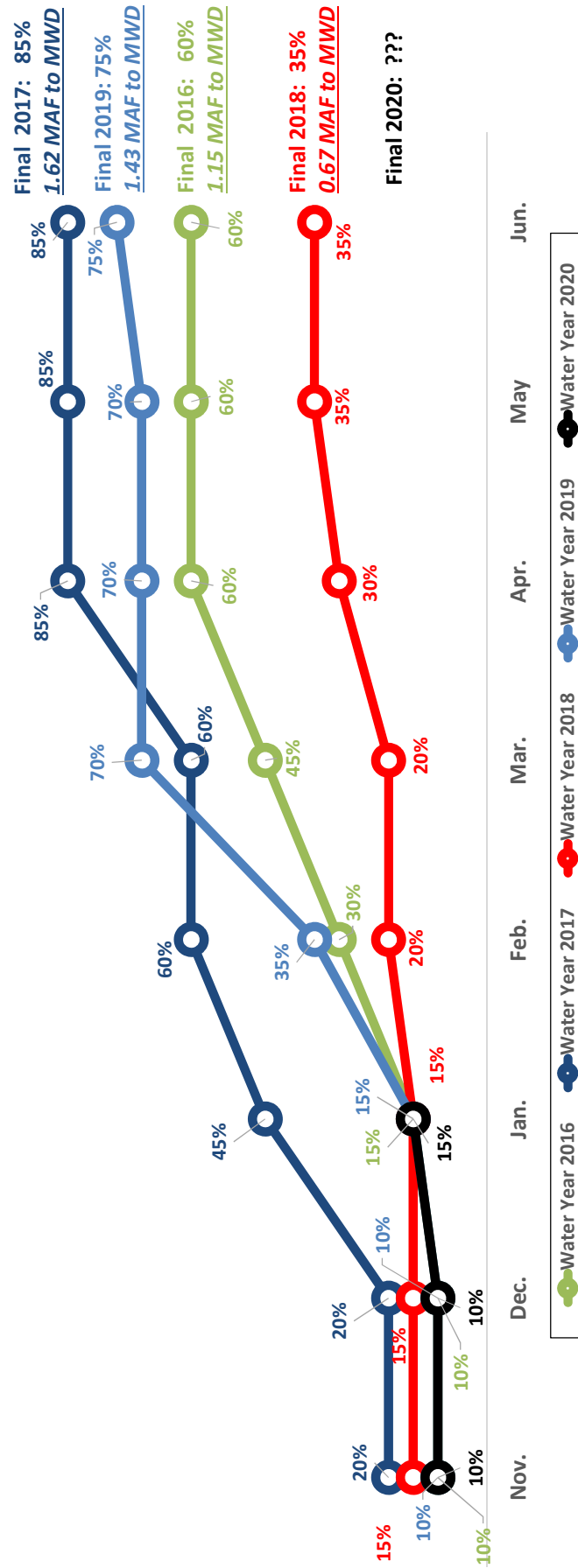
# **State Water Project, Colorado River, and MWD Reservoir Storage** as of February 2, 2020



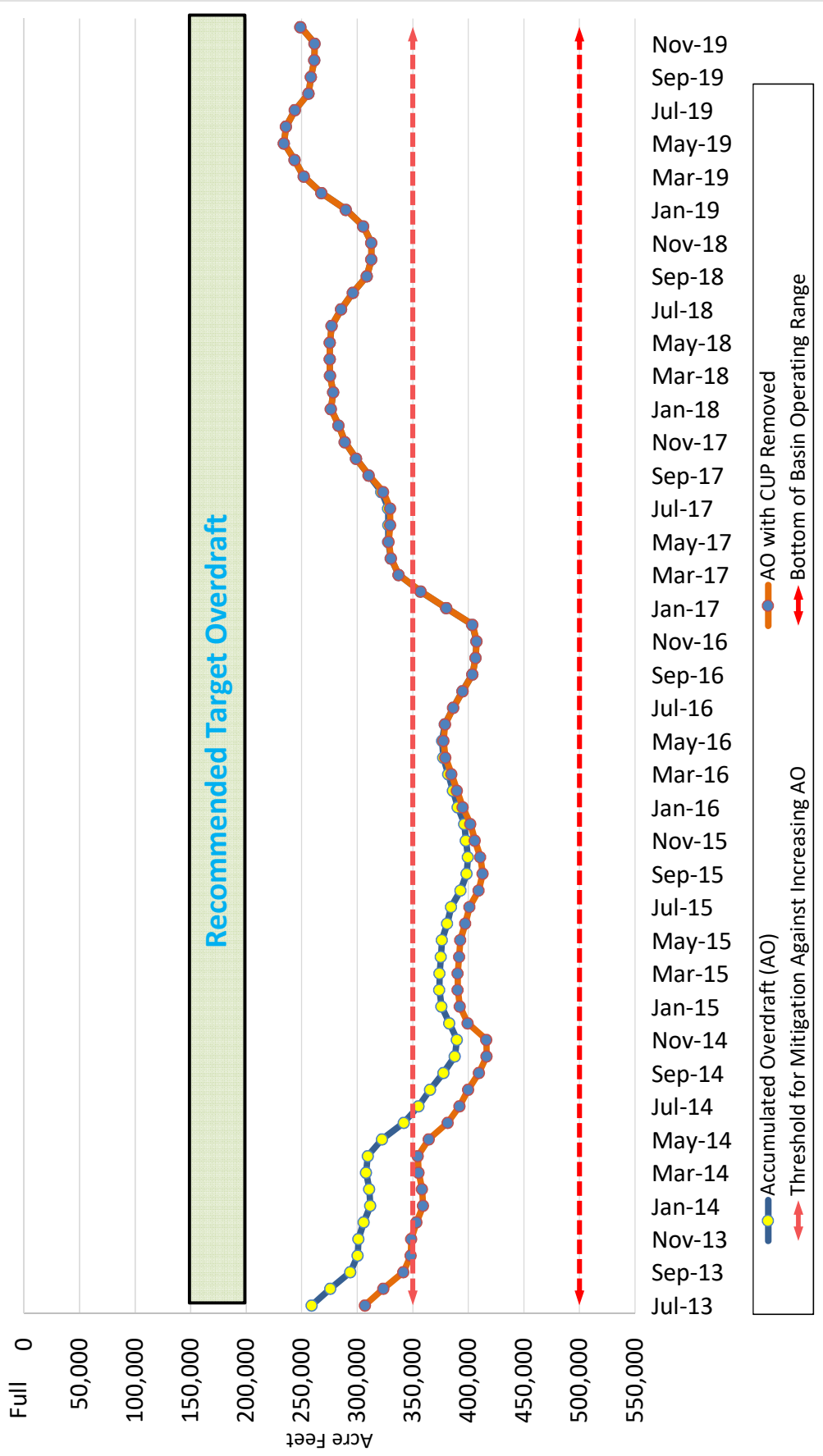


## SWP TABLE A ALLOCATION

FOR STATE WATER PROJECT CONTRACTORS



# **Accumulated Overdraft of the OCWD Groundwater Basin as of December 2019**

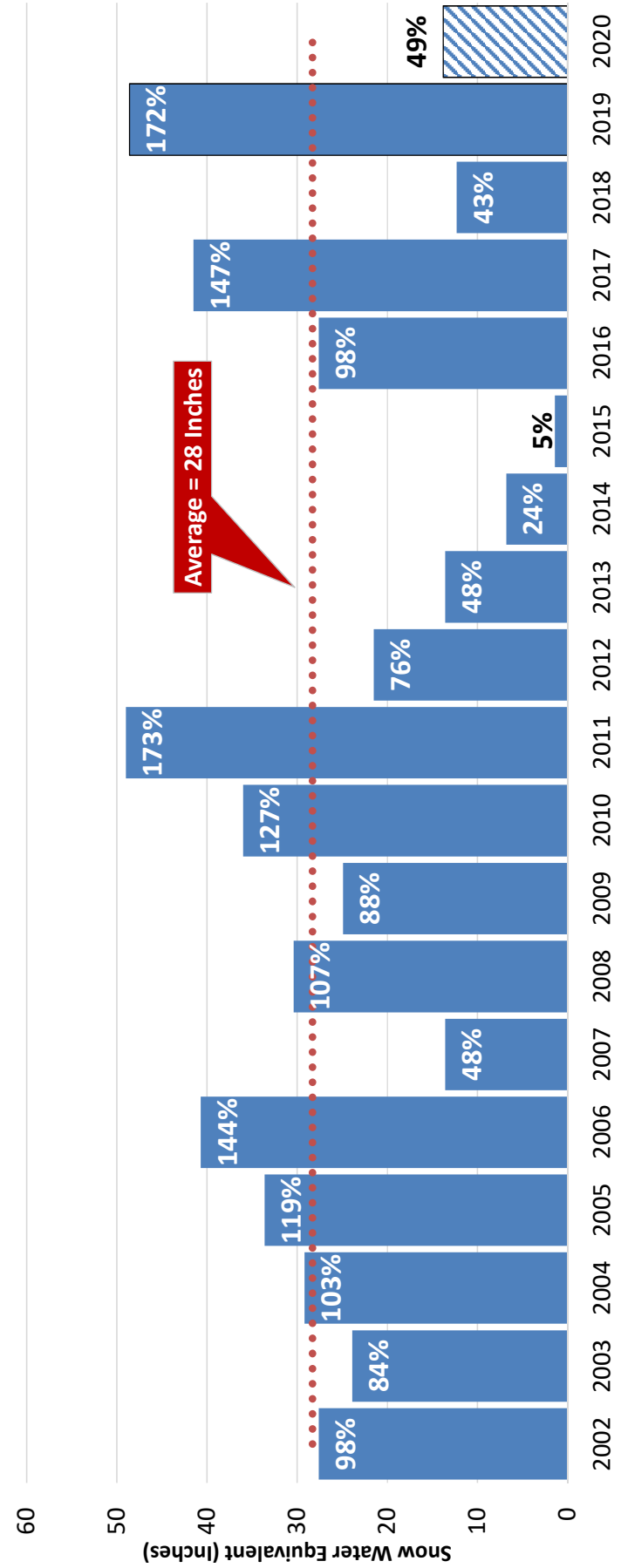


	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
AO (AF)	285,494	296,106	308,748	312,758	312,782	305,367	289,860	267,879	251,876	243,604	234,048	236,005
AO w/CUP removed (AF)	285,494	296,106	308,748	312,758	312,782	305,367	289,860	267,879	251,876	243,604	234,048	236,005
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
AO (AF)	244,057	256,239	258,446	261,464	261,645	248,909						
AO w/CUP removed (AF)	244,057	256,239	258,446	261,464	261,645	248,909						

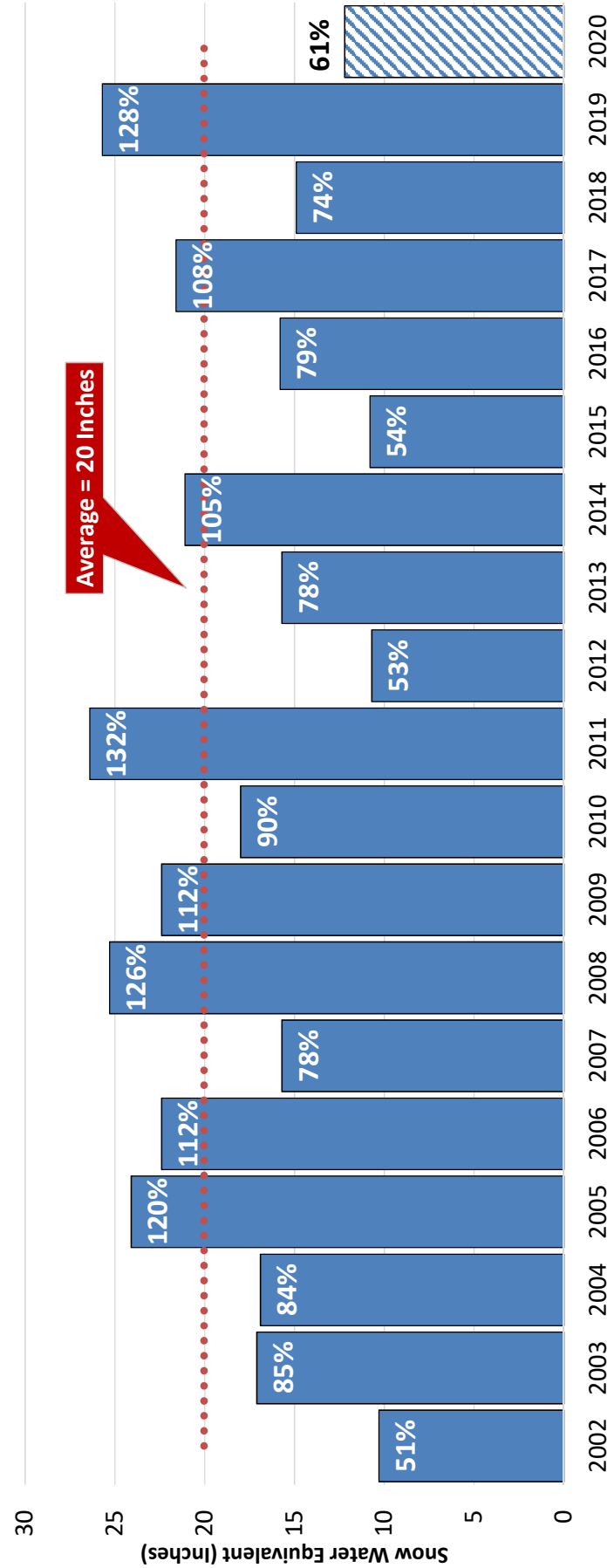
\* Source ~ OCWD Monthly Board of Directors Packet



# Historical Northern California April 1st Peak Snow Water Equivalent



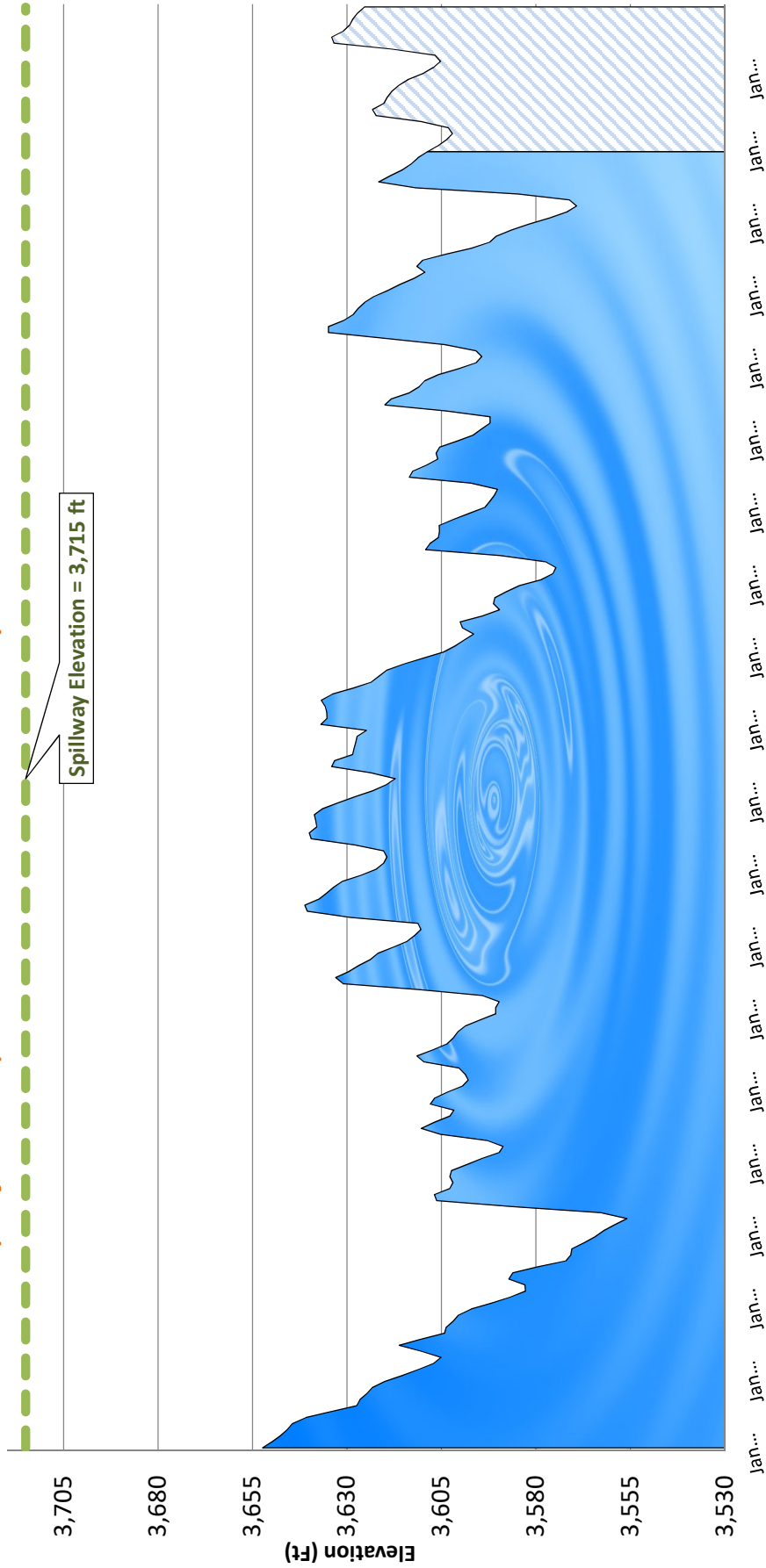
# Historical Colorado Basin April 15th Peak Snow Water Equivalent





## Lake Powell Levels: Historical and Projected projection per USBR 24-Month Study

■ Historical □ Projected





## Lake Mead Levels: Historical and Projected projection per USBR 24-Month Study

☒ Historical ☐ Projected

