

**REVISED**

MEETING OF THE BOARD OF DIRECTORS OF THE  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Jointly with the  
**ADMINISTRATION & FINANCE COMMITTEE**  
June 10, 2020, 8:30 a.m.

**Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, MWDOC will be holding all upcoming Board and Committee meetings by Zoom Webinar and will be available by either computer or telephone audio as follows:**

**Computer Audio:** You can join the Zoom meeting by clicking on the following link:  
<https://zoom.us/j/8828665300>

**Telephone Audio:** (669) 900 9128 fees may apply  
(877) 853 5247 Toll-free  
**Webinar ID:** 882 866 5300#

**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 – May 2020
  - b. Disbursement Approval Report for the month of June 2020
  - c. Disbursement Ratification Report for the month of May 2020
  - d. GM Approved Disbursement Report for the month of May 2020
  - e. Water Use Efficiency Projects Cash Flow – May 31, 2020
  - f. Consolidated Summary of Cash and Investment – April 2020
  - g. OPEB and Pension Trust Fund monthly statement
2. FINANCIAL REPORT
  - a. Combined Financial Statements and Budget Comparative for the Period ending April 30, 2020

**ACTION ITEM**

3. ANNUAL APPROVAL OF DISTRICT SALARY SCHEDULE
4. RATIFY THE MET DIRECTOR SELECTION COMMITTEE APPOINTMENTS BY PRESIDENT TAMARABUCHI

**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.)**

5. DEPARTMENT ACTIVITIES REPORTS
  - a. Administration
  - b. Finance and Information Technology
6. MONTHLY WATER USAGE DATA, TIER 2 PROJECTION, AND WATER SUPPLY INFORMATION

**OTHER ITEMS**

7. 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**  
**May 2020**

**WATER REVENUES**

<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Amount</b>
05/01/20	City of La Habra	March 2020 Water deliveries	5,020.33
05/01/20	City of San Clemente	March 2020 Water deliveries	457,944.80
05/01/20	City of Brea	March 2020 Water deliveries	16,546.69
05/01/20	Trabuco Canyon Water District	March 2020 Water deliveries	112,974.25
05/04/20	City of Buena Park	March 2020 Water deliveries	16,350.00
05/04/20	City of La Palma	March 2020 Water deliveries	3,611.48
05/07/20	Laguna Beach County Water District	March 2020 Water deliveries	133,451.27
05/08/20	City of Huntington Beach	March 2020 Water deliveries	209,709.76
05/11/20	El Toro Water District	March 2020 Water deliveries	361,416.14
05/11/20	Santa Margarita Water District	March 2020 Water deliveries	1,356,251.28
05/11/20	South Coast Water District	March 2020 Water deliveries	296,669.76
05/11/20	City of Garden Grove	March 2020 Water deliveries	1,128,328.38
05/14/20	East Orange County Water District	March 2020 Water deliveries	200,482.09
05/14/20	City of San Juan Capistrano	March 2020 Water deliveries	191,525.35
05/14/20	City of Orange	March 2020 Water deliveries	271,249.70
05/15/20	Orange County Water District	March 2020 Water deliveries	411,669.69
05/15/20	Moulton Niguel Water District	March 2020 Water deliveries	1,534,938.17
05/15/20	Yorba Linda Water District	March 2020 Water deliveries	1,116,530.12
05/15/20	Golden State Water Company	March 2020 Water deliveries	191,462.26
05/15/20	Irvine Ranch Water District	March 2020 Water deliveries	712,961.66
05/18/20	City of Seal Beach	March 2020 Water deliveries	7,854.65
05/26/20	City of Fountain Valley	April 2020 Water deliveries	12,260.96
05/29/20	City of San Clemente	April 2020 Water deliveries	487,965.74
<b>TOTAL WATER REVENUES</b>			<b>\$ 9,237,174.53</b>

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

**MISCELLANEOUS REVENUES**

<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Amount</b>
05/01/20	Yorba Linda Water District	2/12/20 Water Policy dinner registrations	580.00
05/26/20	Pat Meszaros	June 2020 Retiree Health insurance	39.33
05/26/20	Stan Sprague	June 2020 Retiree Health insurance	241.22
05/29/20	Keith Lyon	June 2020 Retiree Health insurance	253.60
05/04/20	City of Fountain Valley	Incorrect billing for Leak Detection program- refunded	28.00
05/11/20	CAPIO	Refund for 2020 Annual CAPIO conference registration - S. Wilson and T. Baca	1,230.00
05/18/20	Moulton Niguel Water District	WEEA Sponsorship	2,500.00
05/26/20	Maribeth Goldsby	Reimbursement for MWDOC logo apparel purchase	30.72
05/26/20	SDRMA	2016-2018 SDRMA Dental dividend	6,540.39
05/26/20	Robert Hunter	Reimbursement for non allowable expense for staff holiday lunch	310.32
05/26/20	Damon Micalizzi	Down payment for computer loan	149.82
05/29/20	City of San Juan Capistrano	Overpayment FY 18-19 O&M costs of the EOCF #2 - will be refunded	20.00
05/29/20	US Bank	Monthly interest	6.02
05/04/20	Mesa Water	February 2020 Smartimer rebate program	1,440.00
05/18/20	Irvine Ranch Water District	February 2020 Smartimer rebate program	290.97
05/26/20	El Toro Water District	March 2020 Smartimer rebate program	49.99
05/26/20	Laguna Beach County Water District	March 2020 Smartimer rebate program	7.48
05/11/20	City of Newport Beach	February 2020 Turf Removal rebate program	111.00
05/08/20	City of Brea	Feb-Mar 2020 Turf Removal rebate program	222.00
05/11/20	El Toro Water District	February 2020 Rain Barrels rebate program	30.00
05/04/20	Laguna Beach County Water District	February 2020 Smartimer & Rain Barrels rebate program	129.99
05/04/20	Moulton Niguel Water District	February 2020 Smartimer & Turf Removal rebate program	21,650.98
05/26/20	City of Fountain Valley	March 2020 Turf Removal & Spray to Drip rebate program	555.00
05/26/20	City of Orange	March 2020 Turf Removal & Spray to Drip rebate program	444.00
05/29/20	City of Tustin	March 2020 Turf Removal & Spray to Drip rebate program	555.00
05/26/20	Moulton Niguel Water District	March 2020 Smartimer, Rotating Nozzle & Turf Removal rebate program	43,899.48
05/04/20	Laguna Beach County Water District	March 2020 So Cal Watersmart rebate program	195.00
05/04/20	Moulton Niguel Water District	March 2020 So Cal Watersmart rebate program	3,800.00
05/08/20	City of San Clemente	March 2020 So Cal Watersmart rebate program	625.00
05/11/20	El Toro Water District	March 2020 So Cal Watersmart rebate program	115.00
05/04/20	Bureau of Reclamation	Oct 19 - Mar 20 Water Efficient Landscape Transformation program	66,918.08
05/18/20	Laguna Beach County Water District	FY 18-19 O & M Costs of the EOCF #2	7,097.76
05/18/20	Moulton Niguel Water District	FY 18-19 O & M Costs of the EOCF #2	212,932.85
05/18/20	South Coast Water District	FY 18-19 O & M Costs of the EOCF #2	3,785.47
05/21/20	Mesa Water	FY 18-19 O & M Costs of the EOCF #2	66,956.84
05/22/20	City of Huntington Beach	FY 18-19 O & M Costs of the EOCF #2	30,176.06
05/29/20	City of San Clemente	FY 18-19 O & M Costs of the EOCF #2	4,258.66
05/29/20	City of San Juan Capistrano	FY 18-19 O & M Costs of the EOCF #2	70,977.62
05/04/20	City of Fountain Valley	Water Loss Control Shared Services FY 19-20	347.00

TOTAL MISCELLANEOUS REVENUES **\$ 549,500.65**

**TOTAL REVENUES \$ 9,786,675.18**

  
 Robert J. Hunter, General Manager

  
 Hilary Chumpitazi, Treasurer

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

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
<b>Core Expenditures:</b>		
	<b><i>ABSG Consulting Inc.</i></b>	
5106417	April 2020 Owner's Representative preconstruction, plan check and bidding services for MWDOC office remodel	25,671.50
	*** Total ***	25,671.50
	<b><i>Richard C. Ackerman</i></b>	
1280	May 2020 Consulting on legal and regulatory matters	2,575.00
	*** Total ***	2,575.00
	<b><i>Agendum Ventures</i></b>	
1123	Services to design OC Water special insert for publication in OC Register	10,000.00
	*** Total ***	10,000.00
	<b><i>Aleshire &amp; Wynder LLP</i></b>	
56866	April 2020 Legal services	108.50
	*** Total ***	108.50
	<b><i>Alliant Insurance Services, Inc.</i></b>	
1354773	7/1/20-7/1/21 Workers' Compensation insurance	33,299.67
	*** Total ***	33,299.67
	<b><i>Barker Leavitt PLLC</i></b>	
105-0520	May 2020 Federal legislative advocacy services	8,000.00
	*** Total ***	8,000.00
	<b><i>Best Best and Krieger LLP</i></b>	
876065	April 2020 State legislative advocacy services	8,406.05
55401-APR20	April 2020 Legal services	18,833.60
	*** Total ***	27,239.65
	<b><i>California Newspapers Partnership</i></b>	
0000481172	OC Register publication for Compensation Ordinance	1,590.00
	*** Total ***	1,590.00
	<b><i>CDW Government</i></b>	
XWJ6169	Apple iPad and pencil for D. Micalizzi computer loan	1,082.01
	*** Total ***	1,082.01
	<b><i>Hunter T. Cook</i></b>	
APR-JUN20	April-June 2020 Retiree medical premium	1,536.00
	*** Total ***	1,536.00
	<b><i>Dissinger Associates</i></b>	
AP-MWD-04/30/2020	2019 Pension Plan administration services	2,600.00
	*** Total ***	2,600.00

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

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b>Dudek</b>	
202002834	3/28/20-4/24/20 Planning level reliability for South County interconnection	11,526.25
	*** Total ***	11,526.25
	<b>eSkill Corporation</b>	
9176	Testing services for Accountant position	850.00
	*** Total ***	850.00
	<b>GovConnection, Inc.</b>	
57691773	3 Year maintenance renewal for 4 backup software licenses	1,652.48
57717728	3 Year renewal for Cisco Firewall Firepower subscription	1,736.26
	*** Total ***	3,388.74
	<b>Hashtag Pinpoint Corporation</b>	
1241	May 2020 Strategic digital communications consulting services	7,917.00
	*** Total ***	7,917.00
	<b>Herndon Solutions Group LLC</b>	
100009	April 2020 Services to assist with America's Water Infrastructure Act compliance	1,234.16
	*** Total ***	1,234.16
	<b>IDS Group</b>	
17X114.00-6	February-November 2019 Services for office space planning for MWDOC office remodel	5,996.50
	*** Total ***	5,996.50
	<b>Jill Promotions</b>	
10855	MWDOC logo apparel for staff	542.54
	*** Total ***	542.54
	<b>Karen's Detail Custom Frames, LLC</b>	
3136	Custom framing for Director Barbre resolution	136.56
	*** Total ***	136.56
	<b>Lewis Consulting Group</b>	
2020-124	May 2020 Consulting services	3,750.00
	*** Total ***	3,750.00
	<b>Edward G. Means III</b>	
MWDOC-1083	May 2020 Consulting on MET issues and guidance to Engineering staff	1,500.00
	*** Total ***	1,500.00
	<b>Mega Maids Cleaning Service</b>	
11208	April 2020 Cleaning services for Covid-19 prevention	1,035.00
11221	May 2020 Cleaning services for Covid-19 prevention	920.00
	*** Total ***	1,955.00

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

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b>Metropolitan Water District</b>	
46653	FY 2018-19 Operation and maintenance costs for East Orange County Feeder No. 2	855,336.88
	*** Total ***	855,336.88
	<b>National Water Resources Association</b>	
2020-NWRA	2020 Annual membership renewal	525.00
	*** Total ***	525.00
	<b>NDS</b>	
722447	5/1/20 & 5/8/20 Delivery charges for Board packets	314.12
722500	5/15/20 Delivery charges for Board packets	172.01
722627	5/29/20 Delivery charges for Board packets	172.01
	*** Total ***	658.14
	<b>Office Depot, Inc.</b>	
2403995131	Scanning services for archiving AMP plan document	28.47
495876691001	5/21/20 Office supplies	93.79
495876691002	5/22/20 Office supplies	21.34
	*** Total ***	143.60
	<b>Office Solutions</b>	
I-01754193	12 Bottles of disinfectant cleaner for COVID-19 prevention	129.85
I-01754469	10 Spray triggers for bottles of disinfectant cleaner for COVID-19 prevention	4.79
I-01755574	2 Cases of hand sanitizer for dispenser stands for COVID-19 prevention	345.83
I-01755732	5/21/2020 Office supplies	64.47
	*** Total ***	544.94
	<b>Orange County Water District</b>	
21617	April 2020 Postage, shared office and maintenance expense	10,109.54
	*** Total ***	10,109.54
	<b>The Regents of the University of California</b>	
57766245	1st Year of field trials for plants with reduced irrigation	17,500.00
	*** Total ***	17,500.00
	<b>Joey C. Soto</b>	
MWDOC#025	May 2020 Grant research and acquisition assistance	3,000.00
	*** Total ***	3,000.00
	<b>WageWorks, Inc.</b>	
INV2116548	May 2020 Cafeteria plan administration	201.48
	*** Total ***	201.48
	<b>Total Core Expenditures</b>	<b>1,040,518.66</b>



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

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
<b>Choice Expenditures:</b>		
	<b>Above All Catering, Inc.</b>	
C35392	3/10/20 Lunch for Water Loss Control workgroup meeting	462.34
	*** Total ***	462.34
	<b>Grainger</b>	
9527527452	5/8/20 Supplies for Water Loss Control Shared Services	28.84
9537139298	5/19/20 Supplies for Water Loss Control Shared Services	43.42
	*** Total ***	72.26
	<b>Jill Promotions</b>	
10854	MWDOC logo apparel for Water Loss Control Shared Services employee	89.72
	*** Total ***	89.72
	<b>Orange County Water District</b>	
21617	April 2020 Postage for Water Use Efficiency rebate programs	16.35
	*** Total ***	16.35
	<b>US Bank Voyager Fleet Systems</b>	
869434993022	4/25/20-5/24/20 Fuel and wash for Water Loss Control Shared Services vehicles	209.84
	*** Total ***	209.84
	<b>Total Choice Expenditures</b>	<hr/> 850.51

**Other Funds Expenditures:**

	<b>Droplet Technologies LLC</b>	
1123	3,571 Digital signatures for Droplet rebate processing software	7,499.10
	*** Total ***	7,499.10
	<b>GardenSoft Corp</b>	
5604	FY2020/21 and FY2021/22 Licenses for OC Water Smart Gardens website	8,000.00
	*** Total ***	8,000.00
	<b>Herndon Solutions Group LLC</b>	
100009	April 2020 Services to assist with America's Water Infrastructure Act compliance	43,997.54
	*** Total ***	43,997.54
	<b>Mission RCD</b>	
2850	May 2020 Field verifications for Water Use Efficiency rebate programs	355.00
	*** Total ***	355.00

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

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<b><i>The Plant Nerd</i></b>	
5977	May 2020 Services for Landscape Design and Maintenance program	16,950.00
	*** Total ***	16,950.00
	<b><i>TerraWorks Studio</i></b>	
MW0006	May 2020 Landscape Design and Maintenance Assistance program	2,365.00
	*** Total ***	2,365.00
	<b><i>Total Other Funds Expenditures</i></b>	<hr/> 79,166.64
	<b><i>Total Expenditures</i></b>	<hr/> <hr/> 1,120,535.81

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

<b>Check #</b>	<b>Date</b>	<b>Vendor # Invoice/CM #</b>	<b>Name / Description</b>	<b>Net Amount</b>
<b>Other Funds Disbursements:</b>				
139659	5/7/20	VERIZO 9853206738	<b>Verizon Wireless</b> April 2020 4G Mobile broadband unlimited service ***Total ***	76.02 76.02
139660	5/15/20	ATTUVEOC 1812-MAY20	<b>AT&amp;T</b> May 2020 U-verse internet service for WEROC N. EOC ***Total ***	53.50 53.50
139662	5/15/20	ATTCALN 000014668137  000014668138	<b>AT&amp;T</b> April 2020 Telephone expense for WEROC N. & S. EOC April 2020 Telephone expense for WEROC N. EOC ***Total ***	320.38  110.37 430.75
139675	5/15/20	USBANK 7659-APR20	<b>U.S. Bank</b> 3/24/20-4/22/20 Cal Card charges ***Total *** (See attached sheet for details)	2,345.86 2,345.86
ACH004755	5/15/20	MESAWA MWDST1920001	<b>Mesa Water District</b> March 2020 Smart Timer Distribution Workshop program ***Total ***	8,000.00 8,000.00
139678	5/26/20	DRIPPR S2D2-C-SOCO-38708-17389	<b>Spray to Drip Program</b> Emerald Ridge (Dana Point)	5,887.46
139679	5/26/20	S2D3-C-HB-38786-17401	Portofino Patio (Huntington Beach)	2,123.60
139680	5/26/20	S2D3-R-MESA-38904-17429	P. Dao	462.00
139681	5/26/20	S2D3-R-HB-38997-17454	K. Shaff	270.06
139682	5/26/20	S2D3-C-SM-39213-17526	Palmia Trust Master Account Assoc. (Mission Viejo)	1,829.32
139683	5/26/20	S2D3-R-SOCO-39289-17533	P. Vincent	408.40
139684	5/26/20	S2D3-C-IRWD-26739-17554	Irvine Unified School District ***Total ***	979.85 11,960.69
139685	5/26/20	TURFRP TR12-C-SOCO-38708-37606	<b>Turf Removal Program</b> Emerald Ridge (Dana Point)	71,949.00
139686	5/26/20	TR13-C-HB-38786-37688	Portofino Patio (Huntington Beach)	3,882.00
139687	5/26/20	TR13-R-SC-38857-37759	C. Wermer	3,753.00
139688	5/26/20	TR13-R-MESA-38904-37797	P. Dao	3,720.00
139689	5/26/20	TR13-R-HB-38997-37879	K. Shaff	1,848.00
139690	5/26/20	TR13-C-SM-39213-38084	Palmia Trust Master Account Assoc. (Mission Viejo)	41,775.00
139691	5/26/20	TR13-C-SC-26835-38115	Summit at Highland Light Assoc. (San Clemente)	31,965.00
139692	5/26/20	TR13-C-BREA-14586-38128	La Floresta	13,783.25
139693	5/26/20	TR13-R-SOCO-39289-38155	P. Vincent	2,637.00
139694	5/26/20	TR13-R-MNT-39338-38175	H. Nelson	7,257.00
139695	5/26/20	TR13-R-MNT-39378-38223	L. Kaltschmid	3,405.00

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

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
<b>Core Disbursements:</b>				
139658	5/7/20	SPECTB 0375210050120	<b>Spectrum Business</b> May 2020 Telephone and internet expense ***Total ***	1,441.12 1,441.12
139659	5/7/20	VERIZO 9853206738	<b>Verizon Wireless</b> April 2020 4G Mobile broadband unlimited service ***Total ***	114.03 114.03
139664	5/15/20	CORTBU 7226053 7202609	<b>Cort Business Services Corp.</b> May 2020 Furniture lease for 5 temporary workstations April 2020 Furniture lease for 2 Workstations for Water Use Efficiency office ***Total ***	561.50 294.56 856.06
139673	5/15/20	SPECTB 0343564051020	<b>Spectrum Business</b> May 2020 Telephone expense for 3 analog fax lines ***Total ***	109.04 109.04
139675	5/15/20	USBANK 0208/0403/7659-APR20	<b>U.S. Bank</b> 3/24/20-4/22/20 Cal Card charges ***Total *** (See attached sheet for details)	3,036.22 3,036.22
ACH004743	5/15/20	BERGJO 043020	<b>Joseph Berg</b> April 2020 Business expenses ***Total ***	123.90 123.90
ACH004768	5/29/20	FINNEG 043020	<b>Joan Finnegan</b> April 2020 Business expense ***Total ***	40.00 40.00
<b>Total Core Disbursements</b>				<b>5,720.37</b>
<b>Choice Disbursements:</b>				
139667	5/15/20	FOUNTA 16455	<b>City of Fountain Valley</b> Refund for paid Invoice 16455 billed incorrectly for Water Loss Control Leak Detection Shared services ***Total ***	28.00 28.00
139675	5/15/20	USBANK 7659-APR20	<b>U.S. Bank</b> 3/24/20-4/22/20 Cal Card charges ***Total *** (See attached sheet for details)	220.93 220.93
<b>Total Choice Disbursements</b>				<b>248.93</b>

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

<b>Check #</b>	<b>Date</b>	<b>Vendor # Invoice/CM #</b>	<b>Name / Description</b>	<b>Net Amount</b>
139696	5/26/20	TR13-C-HB-4463-38253	Beachside Community Assoc. (Huntington Beach)	13,185.00
139697	5/26/20	TR13-R-BREA-39410-38254	D. Johnson	4,080.00
139698	5/26/20	TR13-R-MNT-39426-38269	L. Jacobsen	2,508.00
139699	5/26/20	TR13-R-HB-39444-38288	P. Israel	4,416.00
139700	5/26/20	TR13-R-HB-39474-38317	C. Carroll	1,212.27
			***Total ***	211,375.52
139705	5/29/20	SANTI1 MAR2020	<b>Santiago Aqueduct Commission</b> March 2020 SAC Pipeline Operation surcharge	2,833.60
			***Total ***	2,833.60
139707	5/29/20	HARRISD 043020	<b>Daniel Harrison</b> April 2020 Business expense	268.24
			***Total ***	268.24
ACH004772	5/29/20	SANTAM MAR2020	<b>Santa Margarita Water District</b> March 2020 SCP Pipeline Operation surcharge	20,341.04
			***Total ***	20,341.04
WIRE-200529	5/29/20	METWAT 10031	<b>Metropolitan Water District</b> March 2020 Water deliveries	9,069,815.40
			***Total ***	9,069,815.40
			<b>Total Other Funds Disbursements</b>	9,327,500.62
			<b>Total Disbursements</b>	9,333,469.92

  
 Robert J. Hunter, General Manager

  
 Hilary Chumpitazi, Treasurer

**Cal Card Charges**  
**Statement Date: April 22, 2020**  
**Payment Date: May 15, 2020**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b><u>Public Affairs Card</u></b>		
3/26/2020	3/16/20-4/1/20 Zoom Video Communications overage fee	\$ 144.40
4/1/2020	4/2/20-5/1/20 Zoom Video Communications monthly fee with Audio licenses	124.95
4/1/2020	Freepik subscription for images to use on COVID-19 flyer	11.99
4/9/2020	International Association of Business Communicators annual membership renewal for T. Muldoon	334.00
4/16/2020	Monthly subscription for 10 image downloads from Shutterstock	49.00
	<b>Total</b>	<b><u>\$ 664.34</u></b>

**Cal Card Charges**  
**Statement Date: April 22, 2020**  
**Payment Date: May 15, 2020**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b><u>K. Seckel Card</u></b>		
3/23/2020	Supplies for Water Loss Control Shared Services	\$ 120.39
3/24/2020	2/24/20-3/23/20 Web hosting service and 3/24/20-3/23/21 annual Virtual Private Service hosting for MWD OC website	1,335.63
3/24/2020	Personal protection supplies for member agency shortages	573.56
3/25/2020	FedEx delivery charges for Board of Supervisors on Mar. 20, 2020	19.36
3/26/2020	Legislative Activities in Sacramento, CA from Mar. 15-17, 2020 - Refund accommodations deposit for Director Barbre	(612.91)
3/26/2020	Orange County Register refund for canceled delivery subscription	(16.74)
3/27/2020	Flowers for MWD OC consultant	57.85
3/27/2020	3/26/20-4/1/20 Los Angeles Times digital subscription	1.99
3/27/2020	Personal protection supplies for member agency shortages	76.13
3/31/2020	3 Toner cartridges	161.25
4/1/2020	FedEx delivery charges for Board packets, Board of Supervisors and Fair Political Practices Commission on Mar. 27, 2020	185.81
4/1/2020	California Special Districts Association Virtual Special Districts Legislative Days from May 18-22, 2020 - Registration for H. Baez	150.00
4/8/2020	Personal protection supplies for member agency shortages	1,201.75
4/9/2020	Personal protection supplies for member agency shortages	630.25
4/10/2020	Supplies for binding machine	114.17
4/13/2020	4/2/20-4/29/20 Los Angeles Times digital subscription	7.96
4/16/2020	Office supplies from Staples	20.43
4/20/2020	3 Workpants for Water Loss Control Shared Services employee	100.54
4/20/2020	FEMA National Emergency Management Advanced Academy training from Mar. 15-20, 2020 - Refund accommodations deposit for D. Harrison	(135.83)
4/22/2020	ACWA Legislative Symposium in Sacramento, CA on Mar. 12, 2020 - Refund accommodations deposit for Director Barbre	(381.92)
<b>Total</b>		<b><u>\$ 3,609.67</u></b>

**Cal Card Charges**  
**Statement Date: April 22, 2020**  
**Payment Date: May 15, 2020**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
<b><u>R. Hunter Card</u></b>		
3/23/2020	3/23/20-3/22/21 Survey Monkey subscription	\$ 384.00
4/6/2020	Best Best and Krieger, LLP Ethics Training webinar on May 21, 2020 - Registration for Director Tamaribuchi	75.00 <span style="border: 1px solid black; padding: 0 2px;">1</span>
4/6/2020	Best Best and Krieger, LLP Ethics Training webinar on May 21, 2020 - Registration for Director Thomas	75.00 <span style="border: 1px solid black; padding: 0 2px;">2</span>
4/10/2020	Duplicate credit received from US Bank in error on 1/22/20 has been reversed	795.00
<b>Total</b>		<b><u>\$ 1,329.00</u></b>

- 1 Registration for Director Tamaribuchi has been canceled, to be refunded  
2 Registration for Director Thomas has been canceled, to be refunded



**Municipal Water District of Orange County**  
**GM Approved Disbursement Report <sup>(1)</sup>**  
**For the month of May 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>Total Core Disbursements</b>				-
<b>Choice Disbursements:</b>				
139677	5/22/20	YORBAL 051820	<b>Yorba Linda Water District</b> 50% Refund of deposit for Water Loss Control Leak Detection Shared Services ***Total ***	15,290.00   15,290.00
<b>Total Choice Disbursements</b>				15,290.00
<b>Other Funds Disbursements:</b>				
<b>Total Other Funds Disbursements</b>				-
<b>Total Disbursements</b>				<u>15,290.00</u>

  
 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 5/31/20

	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>	\$ (592,088.66)	\$ (564,751.37)	\$ (605,357.98)	\$ (568,531.76)	\$ (703,898.86)	\$ (726,406.19)	\$ (823,747.11)	\$ (803,141.09)	\$ (918,685.32)	\$ (227,991.80)	\$ (572,329.36)	\$ (637,498.24)	
<b>REVENUES:</b>													
BUREC			49,393.62								66,918.08		\$ 116,311.70
City of Brea								333.00			222.00		555.00
City of Buena Park	111.00	150.00			291.00				222.00				774.00
City of Fountain Valley	111.00		114.00			333.00			444.00		555.00		1,557.00
City of Fullerton													-
City of Garden Grove													-
City of Huntington Beach													-
City of La Habra	222.00				222.00	222.00	444.00	111.00	444.00				1,665.00
City of San Clemente	515.00	444.99	455.00		553.73	838.98	750.00	500.00		1,554.99	625.00		7,028.99
City of San Juan Capistrano													-
City of Santa Ana													-
City of Tustin											555.00		555.00
City of Newport Beach		333.00				333.00	222.00				111.00		333.00
City of Orange			111.00				333.00		222.00		444.00		1,776.00
City of Westminster				111.00			111.00						333.00
County of Orange													-
Department of Water Resources		30,204.36						21,732.90					51,937.16
East Orange County Water District													-
El Toro Water District	2,614.00	1,924.00	924.00	384.19		635.00	865.00	1,025.00	3,076.99		194.99		11,643.17
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	2,365.95	68.00		290.97		66,075.50
Laguna Beach County Water District					308.00	65.00	3,119.20	92.55	115.38	195.00			332.47
Mesa Water District		306.45	207.24	166.48	196.00	210.00					1,440.00		2,528.17
Metropolitan Water District	17,249.94	878.64	115,504.83		100,463.03	124,715.69	34,804.87	48,087.10		6,298.40	84,789.11		532,791.61
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	3,200.00	48,872.19		89,350.46		339,677.01
Orange County Water District									778,936.68				778,936.68
Santa Margarita Water District													-
Tarbuto 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	77,558.40	832,401.24	8,048.39	225,828.08	-	\$ 1,920,792.44
<b>EXPENDITURES:</b>													
Budget Based Tiered Rates, Rattellis					9,580.00					3,924.87			13,504.87
Ecotech, Ferguson								3,425.00		6,415.00	16,930.75		26,770.75
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													-
Metropolitan Water District													-
Mesa Water				21,663.40	2,395.00	4,060.00		2,020.00	1,660.00	4,425.00			14,560.00
Mission RCD	6,476.15	8,985.40		810.35	8,664.23	6,766.30		14,788.22	12,538.65	9,236.43	8,000.00		24,260.55
Multi Family HET Direct			110,600.00		81,000.00	38,300.00	6,500.00						8,000.00
Plant Nerd							11,640.00	19,440.00		13,450.00	39,620.00		66,265.73
South Coast Water District													236,400.00
Spray to Drip program					1,045.71			133.72	4,042.65	1,837.38			84,150.00
SWWD		1,031.68	324.60	220.40		20.00					11,960.69		20,953.63
TerraWorks Studio													20.00
Turf Removal	25,029.55	101,394.48	38,571.48	159,487.56	46,351.94	188,702.32	35,028.68	1,490.00	2,140.00		3,110.00		7,260.00
Water Savings Incentive Program		5,382.00						147,256.69	109,266.57	282,579.97	211,375.52		1,345,024.76
Water Systems Optimization				5,218.62		20,761.00		3,614.00		27,670.00			33,052.00
<b>Miscellaneous Expenses</b>													29,593.62
Miscellaneous	1,720.00												1,720.00
Interest Expense	2,413.74												12,628.41
Salary & Benefit	850.00	2,125.00	765.00	1,190.00	1,360.00	1,445.00	425.00	935.00	9,462.70				18,567.70
<b>Total Expenditures</b>	36,489.44	118,918.56	150,261.08	211,565.50	150,396.88	280,054.62	60,322.68	193,102.63	141,707.72	352,385.95	290,996.96	-	\$ 1,966,202.02
<b>Cash - Ending Balance</b>	\$ (564,751.37)	\$ (605,357.99)	\$ (668,531.76)	\$ (703,896.86)	\$ (726,406.19)	\$ (823,747.11)	\$ (803,141.09)	\$ (918,685.32)	\$ (227,991.80)	\$ (572,329.36)	\$ (637,498.24)	\$ (637,498.24)	



## Municipal Water District of Orange County Consolidated Summary of Cash and Investment

April 30, 2020

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
Designated Reserves		
General Operations	\$3,830,240	24.45%
Grant & Project Cash Flow	1,500,000	9.58%
Election Expense	696,000	4.44%
Building Repair	444,186	2.84%
OPEB	297,147	1.90%
Total Designated Reserves	6,767,573	43.21%
General Fund	6,451,220	41.18%
Water Fund	1,475,733	9.42%
Conservation Fund	(572,329)	(3.65%)
WEROC Fund	1,511,444	9.65%
Trustee Activities	29,911	0.19%
<b>Total</b>	<b>\$15,663,552</b>	<b>100.00%</b>

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	0.69%	\$107,465	\$107,465
Short-term investment			
• LAIF	48.13%	\$7,539,687	\$7,539,687
• OCIP	31.38%	4,915,522	4,915,522
Long-term investment			
• Corporate Bond	7.35%	1,150,878	1,144,925
• Certificates of Deposit	12.45%	1,950,000	2,037,203
<b>Total</b>	<b>100.00%</b>	<b>\$15,663,552</b>	<b>\$15,744,802</b>

The average number of days to maturity/call as of April 30, 2020 equaled 140 and the average yield to maturity is 1.733%. During the month, the District's average daily balance was \$22,478,918.02. 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 April 2020.

The \$81,250 difference between the book value and the market value on April 30, 2020 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

April 30, 2020

4/30/2020	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,950,000.00	2,037,203.00	1,950,000.00	12.54	908	2.519
Corporate Bond	1,150,000.00	1,144,924.50	1,150,877.79	7.39	349	2.341
Local Agency Investment Funds	7,539,686.92	7,539,686.92	7,539,686.92	48.47	1	1.641
Orange County Investment Pool	4,915,522.40	4,915,522.40	4,915,522.40	31.60	1	1.420
<b>Total Investments</b>	<b>15,555,209.32</b>	<b>15,637,336.82</b>	<b>15,556,087.11</b>	<b>100.00</b>	<b>140</b>	<b>1.733</b>
<b>Cash</b>						
Cash	107,465.35	107,465.35	107,465.35		1	0.00
<b>Total Cash and Investments</b>	<b>15,662,674.67</b>	<b>15,744,802.17</b>	<b>15,663,552.46</b>		<b>140</b>	<b>1.733</b>

<b>Total Earnings</b>	<b>Month Ending April</b>	<b>Fiscal Year to Date</b>
<b>Current Year</b>	<b>30,632.00</b>	<b>433,715.99</b>
<b>Average Daily Balance</b>	<b>22,478,918.02</b>	
<b>Effective Rate of Return</b>	<b>1.733%</b>	

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

6-4-2020

  
Hilary Chumtazi, Treasurer

Date

06/04/2020

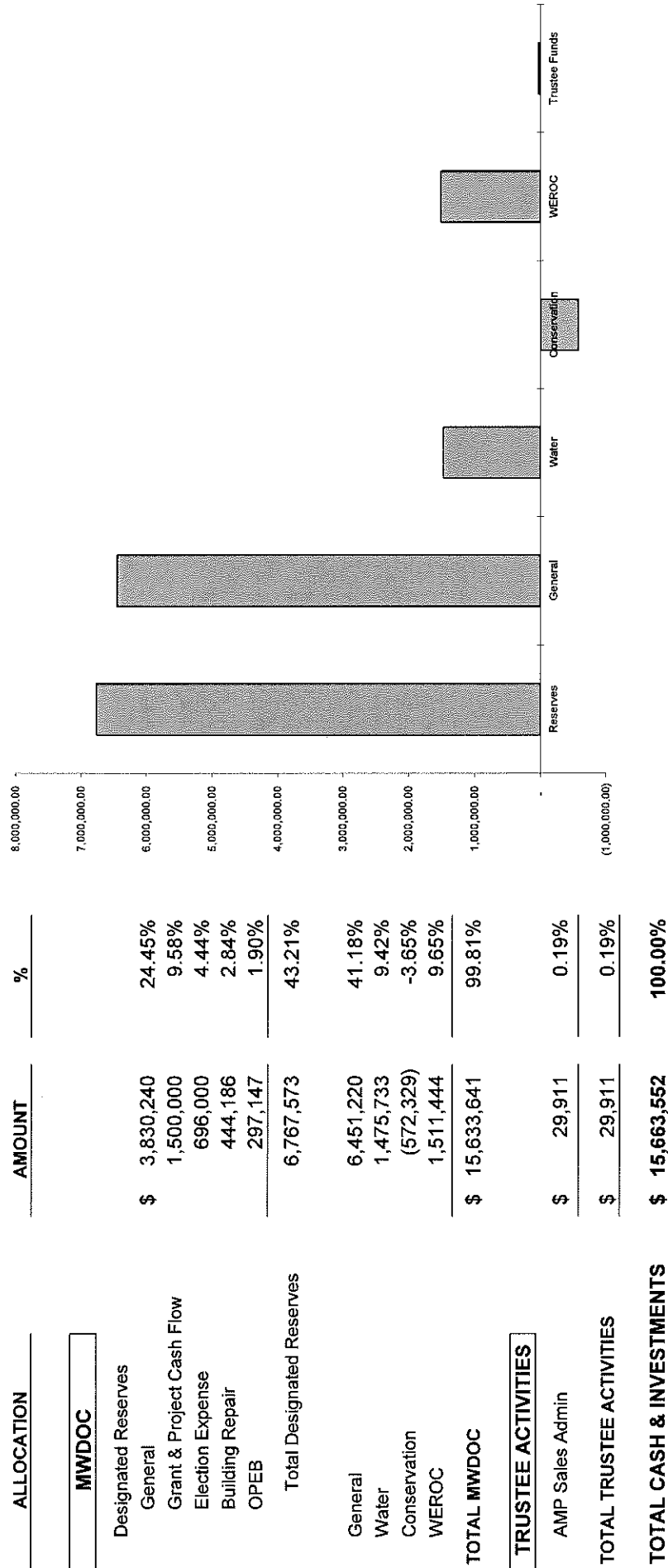
**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**Portfolio Management**  
**Short-Term Portfolio Details - Cash and Investments**  
**April 30, 2020**

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	7,539,686.92	7,539,686.92	7,539,686.92	1.641	1.641	1	N/A
Sub Total			7,539,686.92	7,539,686.92	7,539,686.92	1.641	1.641	1	
<b>Orange County Investment Pool</b>									
County of Orange LGIP	OCIP	6/29/2005	4,915,522.40	4,915,522.40	4,915,522.40	1.420	1.420	1	N/A
Sub Total			4,915,522.40	4,915,522.40	4,915,522.40	1.420	1.420	1	
Total Investments			12,455,209.32	12,455,209.32	12,455,209.32	1.554	1.554		
<b>Cash</b>									
Petty Cash 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	106,965.35	106,965.35	106,965.35	0.000	0.000	1	N/A
Total Cash			107,465.35	107,465.35	107,465.35	0.000	0.000	1	
Total Cash and Investments			12,562,674.67	12,562,674.67	12,562,674.67	1.554	1.554	1	
<b>Total Earnings</b>									
Current Year			Month Ending April	Fiscal Year To Date					
			24,484.74	368,589.41					

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**Portfolio Management**  
**Long-Term Portfolio Details - Investments**  
**April 30, 2020**

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	259,017.50	250,000.00	2.250	2.250	880	9/27/2022
Capital One Bank	14042TBQ9	8/7/2019	250,000.00	264,617.50	250,000.00	2.250	2.250	1,560	8/7/2024
Capital One NA	14042RMJ7	7/24/2019	250,000.00	264,050.00	250,000.00	2.200	2.200	1,546	7/24/2024
Citibank	17294XUN4	7/31/2019	250,000.00	251,247.50	250,000.00	2.200	2.200	92	7/31/2024
Comenity Capital	20033AUX2	7/25/2017	200,000.00	203,518.00	200,000.00	2.000	2.000	442	7/16/2021
Discover Bank	254673RV0	7/25/2018	250,000.00	269,942.50	250,000.00	3.300	3.300	1,181	7/25/2023
Goldman Sachs Bank	38148PT98	8/8/2018	250,000.00	270,582.50	250,000.00	3.350	3.350	1,195	8/8/2023
Morgan Stanley Bank	61747MJ36	2/1/2018	250,000.00	254,227.50	250,000.00	2.500	2.500	277	2/1/2021
<b>Sub Total</b>			<b>1,950,000.00</b>	<b>2,037,203.00</b>	<b>1,950,000.00</b>	<b>2.519</b>	<b>2.519</b>	<b>908</b>	
<b>Corporate Bond</b>									
JP Morgan Chase	48130USU0	12/23/2019	500,000.00	491,490.00	499,775.23	2.100	2.268	54	6/23/2023
National Rural Util Coop	63743FE51	7/27/2017	200,000.00	195,642.00	200,000.00	2.500	2.500	806	7/15/2022
Wells Fargo	94974BGR5	1/13/2016	250,000.00	251,982.50	250,199.09	2.550	2.409	221	12/7/2020
Westpac Banking Corp	961214DQ3	7/25/2017	200,000.00	205,810.00	200,903.47	2.500	2.278	789	6/28/2022
<b>Sub Total</b>			<b>1,150,000.00</b>	<b>1,144,924.50</b>	<b>1,150,877.79</b>	<b>2.337</b>	<b>2.341</b>	<b>349</b>	
<b>Total Investments</b>			<b>3,100,000.00</b>	<b>3,182,127.50</b>	<b>3,100,877.79</b>	<b>2.452</b>	<b>2.453</b>	<b>701</b>	
<b>Total Earnings</b>									
Current Year			6,147.26		65,126.58				

**Municipal Water District of Orange County  
Cash and Investments at April 30, 2020**



**MUNICIPAL WATER DIST OF ORANGE COUNTY**  
**PARS Post-Employment Benefits Trust****Account Report for the Period**  
**4/1/2020 to 4/30/2020**Rob Hunter  
General Manager  
Municipal Water Dist of Orange County  
18700 Ward Street  
Fountain Valley, CA 92708**Account Summary**

Source	Balance as of 4/1/2020	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 4/30/2020
OPEB	\$2,029,758.51	\$0.00	\$139,417.62	\$1,064.46	\$0.00	\$0.00	\$2,168,111.67
PENSION	\$389,276.21	\$0.00	\$26,738.14	\$204.14	\$0.00	\$0.00	\$415,810.21
<b>Totals</b>	<b>\$2,419,034.72</b>	<b>\$0.00</b>	<b>\$166,155.76</b>	<b>\$1,268.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,583,921.88</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	6.87%	-6.93%	-0.39%	4.43%	4.34%	-	10/26/2011
PENSION	6.87%	-6.93%	-0.32%	-	-	-	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



Item 2

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**COMBINED FINANCIAL STATEMENTS**  
**AND**  
**BUDGET COMPARATIVE**  
**JULY 1, 2019 THRU APRIL 30, 2020**

**Municipal Water District of Orange County  
Combined Balance Sheet  
As of April 30, 2020**

<b><u>ASSETS</u></b>	<b>Amount</b>
Cash in Bank	107,465.35
Investments	15,556,087.11
Accounts Receivable	20,220,691.47
Accounts Receivable - Other	316,383.88
Accrued Interest Receivable	60,726.45
Prepays/Deposits	279,267.97
Leasehold Improvements	3,833,004.08
Furniture, Fixtures & Equipment	573,533.87
Less: Accum Depreciation	<u>(3,152,883.30)</u>
<b>TOTAL ASSETS</b>	<b><u><u>\$37,794,276.88</u></u></b>
 <b><u>LIABILITIES AND FUND BALANCES</u></b>	
<b>Liabilities</b>	
Accounts Payable	19,988,513.94
Accounts Payable - Other	75.40
Accrued Salaries and Benefits Payable	427,447.60
Other Liabilities	1,710,027.92
Unearned Revenue	<u>799,950.80</u>
Total Liabilities	<u><u>22,926,015.66</u></u>
 <b>Fund Balances</b>	
Restricted Fund Balances	
Water Fund - T2C	<u>1,024,034.80</u>
Total Restricted Fund Balances	<u>1,024,034.80</u>
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	<u>6,767,573.00</u>
General Fund	3,478,748.06
General Fund Capital	682,542.68
WEROC Capital	115,298.58
WEROC	<u>225,385.05</u>
Total Unrestricted Fund Balances	<u>11,269,547.37</u>
Excess Revenue over Expenditures	
Operating Fund	2,638,111.90
Other Funds	<u>(63,432.85)</u>
Total Fund Balance	<u>14,868,261.22</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u><u>37,794,276.88</u></u></b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**From July 2019 thru April 2020**

	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	29,624.98	426,099.79	580,000.00	73.47%	0.00	153,900.21
Subtotal	29,624.98	8,913,277.39	9,067,178.00	98.30%	0.00	153,900.61
Choice Programs	347.00	1,236,944.99	1,472,622.00	84.00%	0.00	235,677.01
MWD Revenue - Shared Services	30,360.00	62,204.90	0.00	0.00%	0.00	(62,204.90)
Miscellaneous Income	35.36	36,550.29	3,000.00	1218.34%	0.00	(33,550.29)
Revenue Other	(200.74)	1,574.70	0.00	0.00%	0.00	(1,574.70)
School Contracts	0.00	46,810.97	118,213.00	39.60%	0.00	71,402.03
Delinquent Payment Penalty	0.00	2,571.97	0.00	0.00%	0.00	(2,571.97)
Transfer-In From Reserve	0.00	0.00	(42,870.00)	0.00%	0.00	(42,870.00)
Subtotal	30,541.62	1,386,657.82	1,550,965.00	89.41%	0.00	164,307.18
<b>TOTAL REVENUES</b>	<b>60,166.60</b>	<b>10,299,935.21</b>	<b>10,618,143.00</b>	<b>97.00%</b>	<b>0.00</b>	<b>318,207.79</b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**From July 2019 thru April 2020**

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<b><u>EXPENSES</u></b>						
Salaries & Wages	329,895.07	3,165,718.37	4,052,038.00	78.13%	0.00	886,319.63
Salaries & Wages - Grant Recovery	0.00	(7,132.11)	(5,500.00)	129.67%	0.00	1,632.11
Salaries & Wages - Recovery	0.00	(8,282.40)	0.00	0.00%	0.00	8,282.40
Director's Compensation	21,282.95	197,628.09	268,132.00	73.71%	0.00	70,503.91
MWD Representation	12,442.34	110,484.62	153,218.00	72.11%	0.00	42,733.38
Employee Benefits	96,508.88	976,393.94	1,261,651.00	77.39%	0.00	285,257.06
CalPers Unfunded Liability Contribution	0.00	207,000.00	207,000.00	100.00%	0.00	0.00
Employee Benefits - Grant Recovery	0.00	(1,565.59)	0.00	0.00%	0.00	1,565.59
Employee Benefits - Recovery	0.00	(1,577.60)	0.00	0.00%	0.00	1,577.60
Director's Benefits	11,129.60	110,600.36	93,947.00	117.73%	0.00	(16,653.36)
Health Insurance for Retirees	4,528.82	52,767.32	70,287.00	75.07%	0.00	17,519.68
Training Expense	4,462.50	29,004.26	32,000.00	90.64%	9,021.95	(6,026.21)
Tuition Reimbursement	0.00	2,552.62	5,000.00	51.05%	0.00	2,447.38
Temporary Help Expense	989.40	24,051.40	5,000.00	481.03%	0.00	(19,051.40)
Personnel Expenses	481,239.56	4,857,643.28	6,142,773.00	79.08%	9,021.95	1,276,107.77
Engineering Expense	42,613.33	241,077.48	435,000.00	55.42%	105,701.82	88,220.70
Legal Expense	19,414.60	224,558.53	200,000.00	112.28%	37,341.47	(61,900.00)
Audit Expense	0.00	19,767.00	29,240.00	67.60%	0.00	9,473.00
Professional Services	36,714.11	757,834.64	1,487,330.00	50.95%	627,789.11	101,706.25
Professional Fees	98,742.04	1,243,237.65	2,151,570.00	57.78%	770,832.40	137,499.95
Conference-Staff	225.00	19,798.00	40,535.00	48.84%	0.00	20,737.00
Conference-Directors	150.00	9,050.00	28,440.00	31.82%	0.00	19,390.00
Travel & Accom.-Staff	0.00	43,483.67	89,131.00	48.79%	0.00	45,647.33
Travel & Accom.-Directors	(440.76)	21,726.64	46,625.00	46.60%	0.00	24,898.36
Travel & Conference	(65.76)	94,058.31	204,731.00	45.94%	0.00	110,672.69
Membership/Sponsorship	0.00	138,985.01	114,966.00	120.89%	0.00	(24,019.01)
CDR Support	12,538.95	50,155.80	50,156.00	100.00%	0.00	0.20
Dues & Memberships	12,538.95	189,140.81	165,122.00	114.55%	0.00	(24,018.81)
Business Expense	31.50	2,540.36	5,200.00	48.85%	0.00	2,659.64
Maintenance Office	9,924.76	83,315.26	138,527.00	60.14%	54,579.70	632.04
Building Repair & Maintenance	1,586.82	9,765.72	20,000.00	48.83%	234.28	10,000.00
Storage Rental & Equipment Lease	0.00	3,907.11	3,616.00	108.05%	0.00	(291.11)
Office Supplies	569.79	26,319.91	36,000.00	73.11%	1,079.27	8,600.82
Supplies - Water Loss Control	265.29	5,941.56	2,033.00	292.26%	89.72	(3,998.28)
Postage/Mail Delivery	780.37	7,271.47	9,400.00	77.36%	724.48	1,404.05
Subscriptions & Books	(6.79)	373.81	1,500.00	24.92%	17.91	1,108.28
Reproduction Expense	(6.00)	31,888.40	61,000.00	52.28%	1,752.96	27,358.64
Maintenance-Computers	9.03	3,837.55	8,000.00	47.97%	1,948.40	2,214.05
Software Purchase	2,100.85	20,492.63	34,500.00	59.40%	0.00	14,007.37
Software Support	5,511.82	40,881.87	59,134.00	69.13%	600.00	17,652.13
Computers and Equipment	0.00	29,427.11	49,450.00	59.51%	0.00	20,022.89
Automotive Expense	59.11	15,084.25	19,300.00	78.16%	0.00	4,215.75
Vehicle Expense	225.16	3,002.77	13,160.00	22.82%	0.00	10,157.23
Toll Road Charges	0.00	996.83	2,400.00	41.53%	0.00	1,403.17
Insurance Expense	10,943.10	106,533.47	140,000.00	76.10%	0.00	33,466.53
Utilities - Telephone	2,738.81	20,953.32	25,773.00	81.30%	230.70	4,588.98
Bank Fees	76.45	164.78	1,200.00	13.73%	0.00	1,035.22
Miscellaneous Expense	3,850.92	63,333.97	108,100.00	58.59%	617.13	44,148.90
MWDOC's Contrb. to WEROC	63,470.50	235,204.00	273,367.00	86.04%	0.00	38,163.00
Depreciation Expense	3,043.95	25,179.47	0.00	0.00%	0.00	(25,179.47)
Other Expenses	105,175.44	736,415.62	1,011,660.00	72.79%	61,874.55	213,369.83
Building Expense	31,227.56	454,860.30	835,831.00	54.42%	330,948.62	50,022.08
Capital Acquisition	0.00	86,467.34	106,456.00	81.22%	0.00	19,988.66
<b>TOTAL EXPENSES</b>	<b>728,857.79</b>	<b>7,661,823.31</b>	<b>10,618,143.00</b>	<b>72.16%</b>	<b>1,172,677.52</b>	<b>1,783,642.17</b>
<b>NET INCOME (LOSS)</b>	<b>(668,691.19)</b>	<b>2,638,111.90</b>	<b>0.00</b>			

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**Water Fund**  
**From July 2019 thru April 2020**

	Month to Date	Year to Date	Annual Budget	% Used	Budget Remaining
<b><u>WATER REVENUES</u></b>					
Water Sales	8,308,490.70	117,945,709.90	232,376,274.00	50.76%	114,430,564.10
Readiness to Serve Charge	963,351.98	8,892,420.32	10,071,282.00	88.29%	1,178,861.68
Capacity Charge CCF	324,353.33	3,097,393.34	3,615,440.00	85.67%	518,046.66
SCP/SAC Pipeline Surcharge	22,457.93	276,205.78	350,000.00	78.92%	73,794.22
Interest	1,309.44	17,655.24	20,000.00	88.28%	2,344.76
<b>TOTAL WATER REVENUES</b>	<b>9,619,963.38</b>	<b>130,229,384.58</b>	<b>246,432,996.00</b>	<b>52.85%</b>	<b>116,203,611.42</b>
<b><u>WATER PURCHASES</u></b>					
Water Sales	8,306,565.50	117,943,784.70	232,376,274.00	50.76%	114,432,489.30
Readiness to Serve Charge	965,277.18	8,894,345.52	10,071,282.00	88.31%	1,176,936.48
Capacity Charge CCF	324,353.33	3,097,393.34	3,615,440.00	85.67%	518,046.66
SCP/SAC Pipeline Surcharge	22,457.93	276,205.78	350,000.00	78.92%	73,794.22
<b>TOTAL WATER PURCHASES</b>	<b>9,618,653.94</b>	<b>130,211,729.34</b>	<b>246,412,996.00</b>	<b>52.84%</b>	<b>116,201,266.66</b>
<b>EXCESS OF REVENUE OVER EXPENDITURES</b>	<b>1,309.44</b>	<b>17,655.24</b>	<b>20,000.00</b>		

**Municipal Water District of Orange County**  
**WUE Revenues and Expenditures (Actuals vs Budget)**  
**From July 2019 thru April 2020**

	Year to Date Actual	Annual Budget	% Used
<b>Spray To Drip Conversion</b>			
Revenues	9,461.04	110,562.00	8.56%
Expenses	<u>11,608.69</u>	<u>110,562.00</u>	10.50%
Excess of Revenues over Expenditures	(2,147.65)	0.00	
<b>Member Agency Administered Passthru</b>			
Revenues	263,900.00	616,000.00	42.84%
Expenses	<u>244,400.00</u>	<u>616,000.00</u>	39.68%
Excess of Revenues over Expenditures	19,500.00	0.00	
<b>ULFT Rebate Program</b>			
Revenues	4,258.01	27,500.00	15.48%
Expenses	<u>4,193.51</u>	<u>27,500.00</u>	15.25%
Excess of Revenues over Expenditures	64.50	0.00	
<b>HECW Rebate Program</b>			
Revenues	75,332.34	300,000.00	25.11%
Expenses	<u>75,109.98</u>	<u>300,000.00</u>	25.04%
Excess of Revenues over Expenditures	222.36	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	1,061,491.25	835,776.00	127.01%
Expenses	<u>1,164,029.60</u>	<u>835,776.00</u>	139.28%
Excess of Revenues over Expenditures	(102,538.35)	0.00	
<b>Comprehensive Landscape (CLWUE)</b>			
Revenues	133,073.46	110,558.00	120.37%
Expenses	<u>171,717.18</u>	<u>116,450.00</u>	147.46%
Excess of Revenues over Expenditures	(38,643.72)	(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>27,670.00</u>	<u>45,000.00</u>	61.49%
Excess of Revenues over Expenditures	(27,670.00)	0.00	
<b>WUE Projects</b>			
Revenues	1,547,516.10	2,370,146.00	65.29%
Expenses	<u>1,698,458.96</u>	<u>2,376,038.00</u>	71.48%
Excess of Revenues over Expenditures	(150,942.86)	(5,892.00)	
<b>WEROC</b>			
Revenues	464,182.00	652,564.00	71.13%
Expenses	<u>333,140.86</u>	<u>624,478.00</u>	53.35%
Excess of Revenues over Expenditures	131,041.14	28,086.00	



**ACTION ITEM**

June 17, 2020

**TO:** Board of Directors

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

Robert J. Hunter, General Manager

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

**SUBJECT: ANNUAL APPROVAL OF DISTRICT SALARY SCHEDULE**

**STAFF RECOMMENDATION**

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It is recommended that the Board of Directors approve the proposed Salary Schedule, effective July 1, 2020; adjusting the District Salary Ranges by 3.07%, as approved during the budget process (Option 1).

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**DETAILED REPORT**

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Pursuant to the recently approved 2020-21 Budget and the information presented regarding Compensation Pool Guidelines, attached is the proposed Salary Schedule, adjusting the District Salary Ranges by 3.07%. The schedule is effective as of July 1. This is an adjustment of salary ranges only and not individual salaries.

The justification for range adjustments is to keep the salary ranges consistent with the market and avoid falling behind. Without this annual adjustment a significant gap can develop and requires a significant adjustment to the pay structure during the Total Compensation Assessment, which is performed every three years.

<b>Budgeted (Y/N):</b> NA	Budgeted amount: NA	Core X	Choice _
<b>Action item amount:</b> NA	N		
<b>Fiscal Impact (explain if unbudgeted):</b> Not applicable			

A 5.68% Merit Pool was approved in the 2020/21 MWDOC budget. In accordance with District Policy, a comprehensive compensation survey is to be conducted every three years to evaluate the market practices and job grading. The next comprehensive salary survey will be initiated in November of 2020 for completion in spring of 2021. The last comprehensive study was completed in spring 2018.

## **BOARD OPTIONS**

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### **Option #1**

- Approve the proposed Salary Schedule, effective July 1, 2020; adjusting the District Salary Ranges by 3.07%, as approved during the budget process.

### **Option #2**

- Do not approve the staff recommendation (which may result in issues with the merit pool adjustments).

## **STAFF RECOMMENDATION**

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**Approve Option #1**



## MWDOC PAY STRUCTURE - EFFECTIVE JULY 1, 2020 (3.07% range adjustment)

Pay Grade	Exempt / Non-Exempt	Job Classification		Range Min \$	25th % \$	Range Mid \$	75th % \$	Range Max \$
INT	NE	Student Intern (varies by department)	hourly	15.27	17.17	19.06	20.95	22.84
R1	NE	Office Assistant	annually	36,798	39,998	43,222	46,447	49,671
			monthly	3,066	3,333	3,602	3,870	4,139
			hourly	17.70	19.23	20.78	22.32	23.88
R2		Open	annually	44,133	47,998	51,862	55,727	59,591
			monthly	3,678	4,000	4,322	4,644	4,966
			hourly	21.22	23.08	24.93	26.80	28.64
R3	NE	Database Coordinator	annually	47,456	51,616	55,751	59,911	64,071
			monthly	3,955	4,301	4,646	4,993	5,339
			hourly	22.82	24.81	26.81	28.80	30.81
R4	NE	Accounting Technician	annually	51,025	55,480	59,936	64,415	68,871
			monthly	4,252	4,623	4,995	5,368	5,739
			hourly	24.53	26.67	28.81	30.97	33.12
R5	NE	Administrative Assistant	annually	54,841	59,640	64,440	69,240	74,040
			monthly	4,570	4,970	5,370	5,770	6,170
			hourly	26.37	28.66	30.98	33.29	35.60
R6	NE	Sr. Admin Assistant	annually	58,951	64,120	69,264	74,433	79,578
	NE	Public Affairs Assist	monthly	4,913	5,343	5,772	6,203	6,631
	NE	Water Loss Control Programs Tech	hourly	28.34	30.83	33.30	35.79	38.26
R7	NE	Records Coordinator	annually	63,382	68,920	74,458	80,021	85,559
			monthly	5,282	5,743	6,205	6,668	7,130
			hourly	30.48	33.14	35.80	38.47	41.12
R8	NE	Public Affairs Coordinator	annually	68,132	74,089	80,045	86,002	91,983
			monthly	5,678	6,174	6,670	7,167	7,665
			hourly	32.76	35.62	38.48	41.35	44.22
R9	NE	WUE Analyst I	annually	73,227	79,652	86,051	92,476	98,875
	NE	Executive Assistant	monthly	6,102	6,638	7,171	7,706	8,240
	NE	Assoc. Water Resources Analyst	hourly	35.20	38.30	41.37	44.46	47.54
	NE	Accountant						
	NE	WEROC Emergency Coordinator						
R10	NE	Public Affairs Specialist	annually	78,741	85,608	92,500	99,392	106,284
	NE	WUE Analyst II	monthly	6,562	7,134	7,708	8,283	8,857
	NE	WEROC Specialist	hourly	37.86	41.17	44.46	47.78	51.09
R11	E	Water Resources Analyst	annually	84,648	92,033	99,442	106,850	114,259
	NE	Sr. Accountant	monthly	7,054	7,669	8,287	8,904	9,522
	NE	Sr. Executive Assistant	hourly	40.69	44.25	47.81	51.37	54.93
R12	E	Fin. Analyst/Database Analyst	annually	90,974	98,949	106,900	114,875	122,825
	E	Network Systems Engineer	monthly	7,581	8,246	8,908	9,573	10,235
	NE	Sr. WUE Analyst	hourly	43.73	47.58	51.39	55.24	59.06
	E	Water Loss Control Programs Supv						
	E	Public Affairs Supervisor						

## MWDOC PAY STRUCTURE - EFFECTIVE JULY 1, 2020 (3.07% range adjustment)

R13	E	Accounting Supervisor	annually	97,817	106,358	114,924	123,490	132,031
	E	Public Affairs Manager	monthly	8,151	8,863	9,577	10,291	11,003
	E	Sr. Water Resources Analyst	hourly	47.03	51.13	55.26	59.37	63.48
	E	Associate Engineer						
	E	Sr. Exec. Assist to the Board						
R14	E	WUE Program Supervisor	annually	105,152	114,333	123,539	132,745	141,950
	E	WEROC Programs Manager	monthly	8,763	9,528	10,295	11,062	11,829
	E	Sr. Fin. Analyst/Database Analyst	hourly	50.56	54.97	59.40	63.82	68.24
R15	E	Sr. Engineer	annually	113,029	122,923	132,818	142,689	152,584
	E	Accounting Manager	monthly	9,419	10,244	11,068	11,891	12,715
	E	Governmental Affairs Mgr.	hourly	54.34	59.10	63.85	68.60	73.35
R16	E	Principal Water Resources Analyst	annually	121,496	132,129	142,763	153,396	164,029
	E	WUE Program Manager	monthly	10,125	11,011	11,897	12,783	13,669
			hourly	58.41	63.52	68.63	73.75	78.87
R17	E	Principal Engineer	annually	130,628	142,049	153,470	164,915	176,336
	E	Administrative Services Manager	monthly	10,886	11,837	12,789	13,743	14,695
			hourly	62.80	68.29	73.79	79.29	84.78
R18	E	Director of Public Affairs	annually	140,424	152,707	164,989	177,272	189,554
	E	Director of Water Use Efficiency	monthly	11,702	12,726	13,749	14,773	15,796
	E	Director of Emergency Management	hourly	67.51	73.41	79.32	85.23	91.12
	E	Director of Human Resources & Administration						
R19	E	Director of Finance/IS	annually	150,959	164,152	177,370	190,563	203,781
	E	Associate General Manager	monthly	12,580	13,679	14,781	15,880	16,982
			hourly	72.58	78.92	85.27	91.62	97.97
R20	E	Open	annually	162,257	176,459	190,662	204,864	219,067
			monthly	13,521	14,705	15,888	17,072	18,256
			hourly	78.01	84.84	91.67	98.48	105.32
R21	E	Assistant General Manager	annually	170,798	187,880	204,963	222,045	239,127
			monthly	14,233	15,657	17,080	18,504	19,927
			hourly	82.12	90.33	98.55	106.76	114.96
GM	E	General Manager (eff. 9/9/19) \$285,095	annually					



**ACTION ITEM**

June 17, 2020

**TO:** Board of Directors

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

Robert J. Hunter  
General Manager

**SUBJECT: RATIFY THE MET DIRECTOR SELECTION COMMITTEE  
APPOINTMENTS BY PRESIDENT TAMARABUCHI**

**STAFF RECOMMENDATION**

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It is recommended that the Board of Directors discuss, and determine whether to ratify the appointment of the MET Director Selection Committee (as appointed by the President), and take action as appropriate.

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**SUMMARY**

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Due to the vacancy on the MET Board (as a result of Director Barbre's resignation), it is necessary to appoint a replacement MET Director.

The Administrative Code outlines the process for appointing a MET Director and allows the President of the Board to appoint a Special Committee to interview and/or discuss the list of potential candidates and submit a recommendation to the Board President. Please see the language below from Administrative Code Section 1500(A)(2); note that this section does not specify formal Board ratification is required.

"To assist in the selection of a candidate, the President of the Board may appoint a Special Committee of the Board to interview and/or discuss the list of potential candidates. The Committee shall submit its recommendation to the President and the Board. The MWD OC Board shall retain a minimum of two (2) of the four (4) available MWD OC seats on the MET Board. "

<b>Budgeted (Y/N):</b> NA	Budgeted amount: NA	Core	Choice _
<b>Action item amount:</b> NA	N		
<b>Fiscal Impact (explain if unbudgeted):</b> Not applicable			

At the May 21, 2020 Executive Committee meeting, President Tamaribuchi appointed the following individuals to the MET Director Selection Committee; the Board generally concurred.

- Director Joan Finnegan
- Director Larry Dick (Chair)
- Director Larry McKenney
- Director Linda Ackerman

Although formal ratification is not required under the Administrative Code (above), Chairman Thomas requested the Board formally ratify the appointment of the MET Director Selection Committee.

**Administration Activities Report****May 8, 2020 – June 4, 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 as well as execution following approval</li><li>• Reviewed Insurance documents for all District Agreements.</li><li>• Responded to one Public Records Act request.</li><li>• Review Admin Code for various issues for Rob Hunter and Legal Counsel</li><li>• Conducted research regarding PRA matters and email usage</li><li>• Orchestrated and attended a Zoom meeting for Southern California Water Coalition</li><li>• Various consultations with legal counsel regarding Brown Act, minutes, and Board issues</li><li>• Coordinated cancelling and/or rescheduling registration and travel arrangements for Scheduled meetings.</li><li>• Helping WUE get their contracts/agreements signed and processed</li><li>• Set Up Zoom Meetings</li><li>• Assisted Government Affairs with preparing letters</li><li>• Assisted with coordination of agreements</li><li>• Created 2020-2021 Conference schedule</li><li>• Reviewed records management document</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 annual Records Management review/audit that was scheduled for June 29 has been postponed. Staff will reassess circumstances in a few months and reschedule for a later date.</li></ul>



<b>Recruitment/Departures</b>	<ul style="list-style-type: none"><li>• The Water Resources Analyst Position has been filled. The candidate is anticipated to start on June 15<sup>th</sup>.</li><li>• Recruitment efforts continue for the Accountant position. Preliminary interviews are scheduled to start on June 10<sup>th</sup>. It is anticipated to have the selected candidate start at the beginning of the new fiscal year.</li></ul>
<b>Projects and Activities</b>	<ul style="list-style-type: none"><li>• Staff participated in two Zoom Meeting with MWDOC Engineering staff, IDS and ABS, to evaluate and discuss ABS' review of the project plans.</li><li>• Administration Department continues to hold meetings twice a week via Zoom.</li><li>• The General Manager continues to hold bi-monthly staff meetings via Zoom.</li><li>• Mandatory staff trainings on communications are in the process of being scheduled and will be held via Zoom.</li><li>• The Workers Compensation Insurance policy renewed effective July 1, 2020.</li><li>• Staff is coordinating closely with the Director of Emergency Management in evaluating the return to work phasing plan in accordance with state and local guidelines. Keeping in mind the safety and well-being of employees.</li><li>• Staff continues to research and participate in webinars relating to COVID-19.</li><li>• Staff evaluated online employee assessments for new hire screening fit and skills as well as for employee growth and development. Staff will be initiating the assessments for the Accountant recruitment.</li><li>• Staff participated in a JPIA Webinar on June 4<sup>th</sup> regarding COVID-19 and changes to health insurance benefit coverage.</li><li>• On May 22, staff participated in an interview regarding the District's Emergency Response Plan.</li></ul>



## INFORMATION ITEM

June 10, 2020

**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
2020 W-9 collection for water rebates. Currently holding 0 rebate checks awaiting W-9 form.	On-going	On-going	In Progress
Perform demo testing of new accounting software from Accufund	<b>90%</b>	06-30-2020	In Progress
Preparation of documents for FY20-21 budget process.	<b>100%</b>	05-30-2020	Completed
GASB 75 Biennial OPEB Actuarial report	<b>0%</b>	08-31-2020	No Started
Prepare for our annual Interim Audit the week of July 6 <sup>th</sup> , 2020	<b>0%</b>	07-10-2020	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>	06-30-2020	Not Started
Upgrade WUE Web Server (Software upgrade)	<b>30%</b>	06-30-2020	In Progress
Upgrade software for Data Server	<b>10%</b>	06-30-2020	In Progress
Disposal of non-functional and obsolete electronic equipment	<b>75%</b>	03-31-2020	On Hold
Replace network color printer and 2 Department printers	<b>90%</b>	06-30-2020	In Progress

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

<b>Description</b>	<b>% of Completion</b>	<b>Completion date</b>	<b>Status</b>
<b><u>Finance</u></b>			
State Controller Report preparation FY18-19	<b>100%</b>	01-31-2020	Completed
Government Compensation in California Report 2019	<b>100%</b>	04-30-2020	Completed
<b><u>Information Technology</u></b>			
Perform annual Business Continuity Plan Exercise and Testing.	<b>100%</b>	03-31-2020	Completed





INFORMATION ITEM

June 10, 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 April.**
- OC Water Usage, Monthly, Comparison to Previous Years Water usage in **April 2020 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 37 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 **517,000 AF in FY 2019-20** (this includes ~15 TAF of agricultural usage and non-retail water agency usage). This is about **1,000 AF more than FY 2018-19** and is about **23,000 AF less than FY 2017-18**. Water usage per person is projected to be slightly higher in **FY 2019-20 for Orange County at 141 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):			

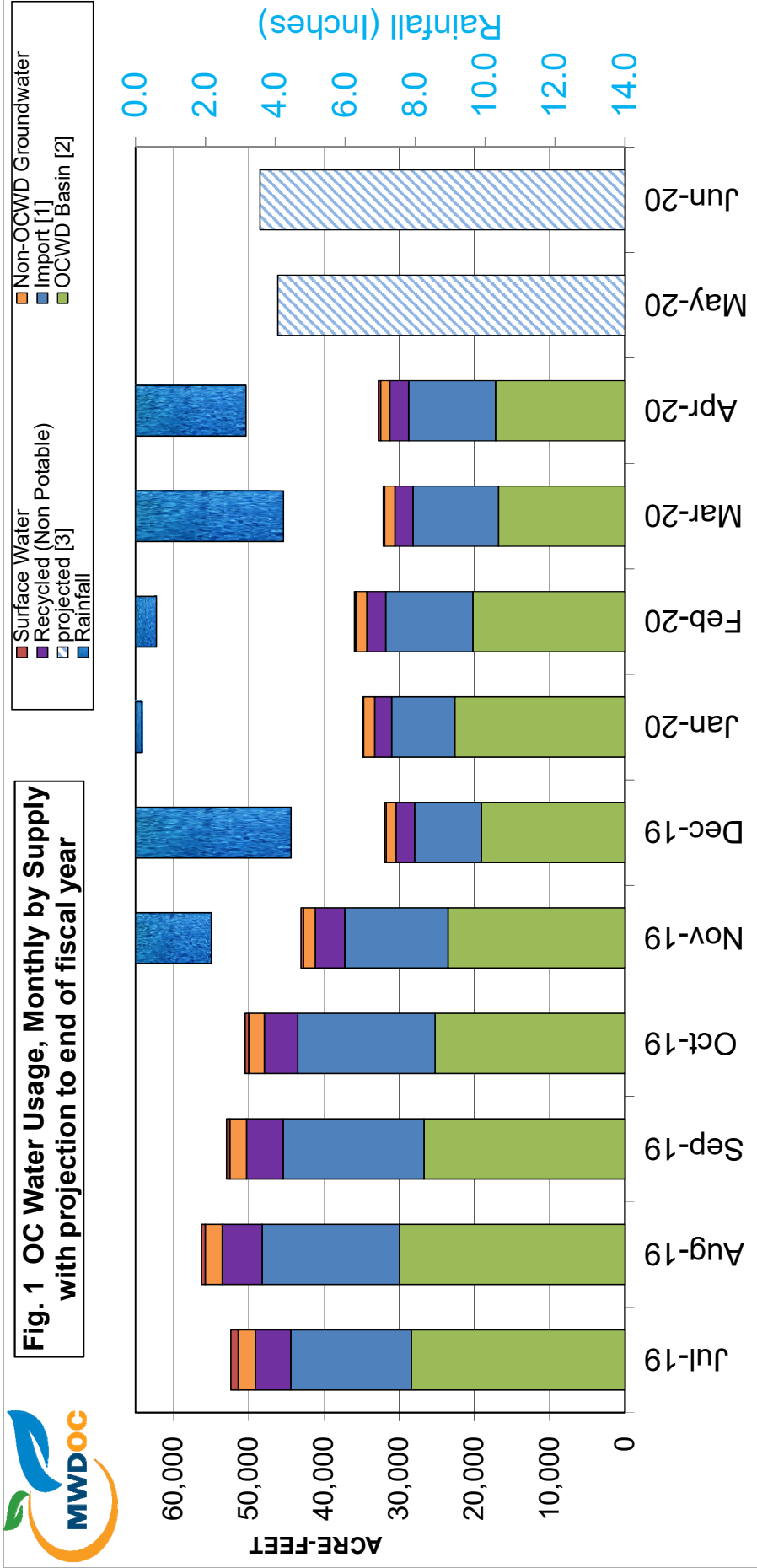
(water conservation) efforts. ***O.C. Water Usage for the last four Fiscal Years is the lowest since the 1982-83 Fiscal Year*** (FY 1982-83 was the third wettest year on record).

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 June*** was average for this period. Water year to date rainfall in Orange County is ***14.79 inches***, which is ***117% of normal***.
- Northern California accumulated precipitation through ***early June*** was ***65% 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 ***71% of normal*** as of April 8<sup>th</sup>. ***As of early June, 46.67%*** of California is experiencing ***moderate to extreme drought conditions*** while 58.20% of the state is experiencing abnormally dry conditions. The State Water Project Contractors Table A Allocation was increased to 20% in May 2020.
- Colorado River Basin accumulated precipitation through ***late April*** was ***81% of normal*** for this period. The ***Upper Colorado Basin snowpack*** was ***100% of normal*** as of April 6<sup>th</sup>. ***Lake Mead and Lake Powell*** combined have about ***68% of their average storage volume*** for this time of year and are at ***46.2% 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 early March, Lake Mead levels were ***16.0' above the "trigger" limit***. The USBR predicts that the start of 2020 will not hit the "trigger" level but there is ***a 0% chance that the trigger level will be hit in 2021 and a 9% 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.

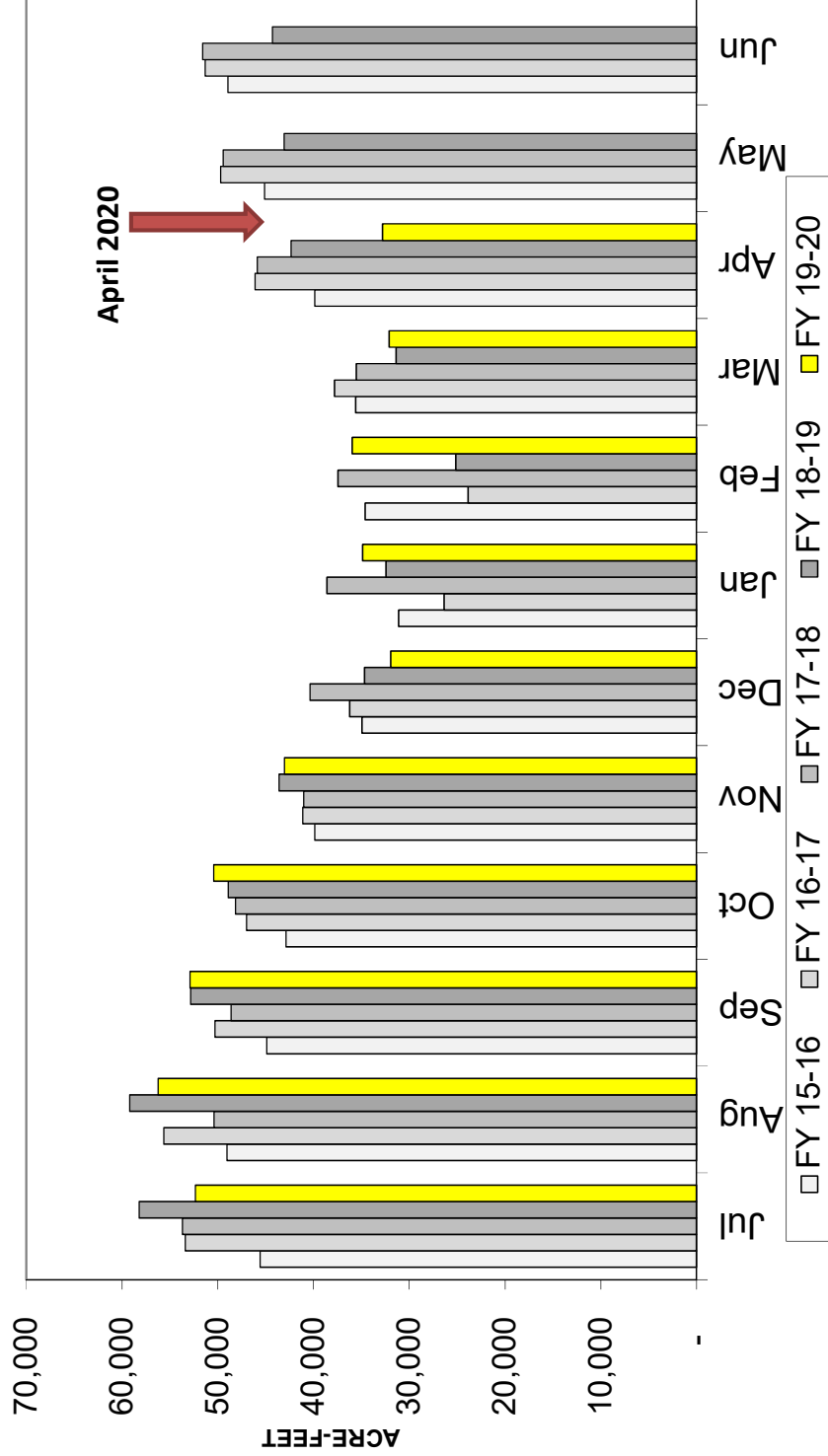
[2] GW for consumptive use only. Excludes In-Lieu water deliveries and CUP water extraction that are counted with Import. BPP in FY '19-20 is 77%.

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

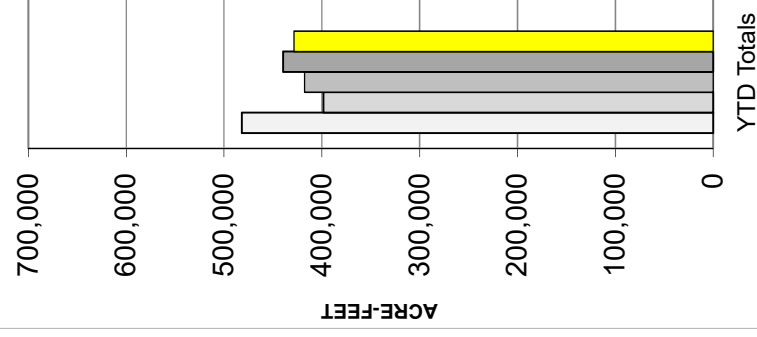
[4] Total water usage includes IRWD groundwater agricultural use and usage by non-retail water agencies.



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



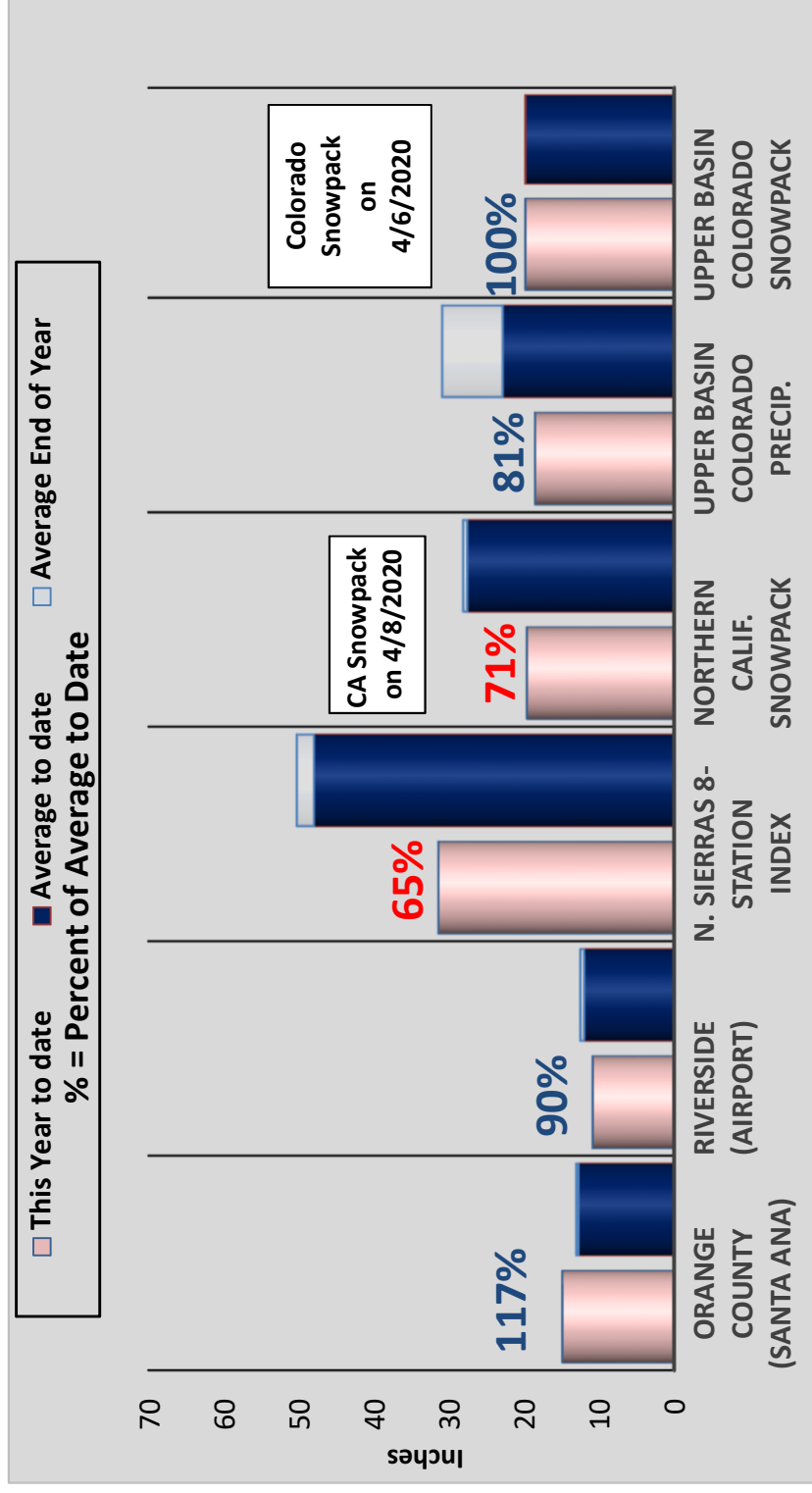
**Partial Year Subtotals**



[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.

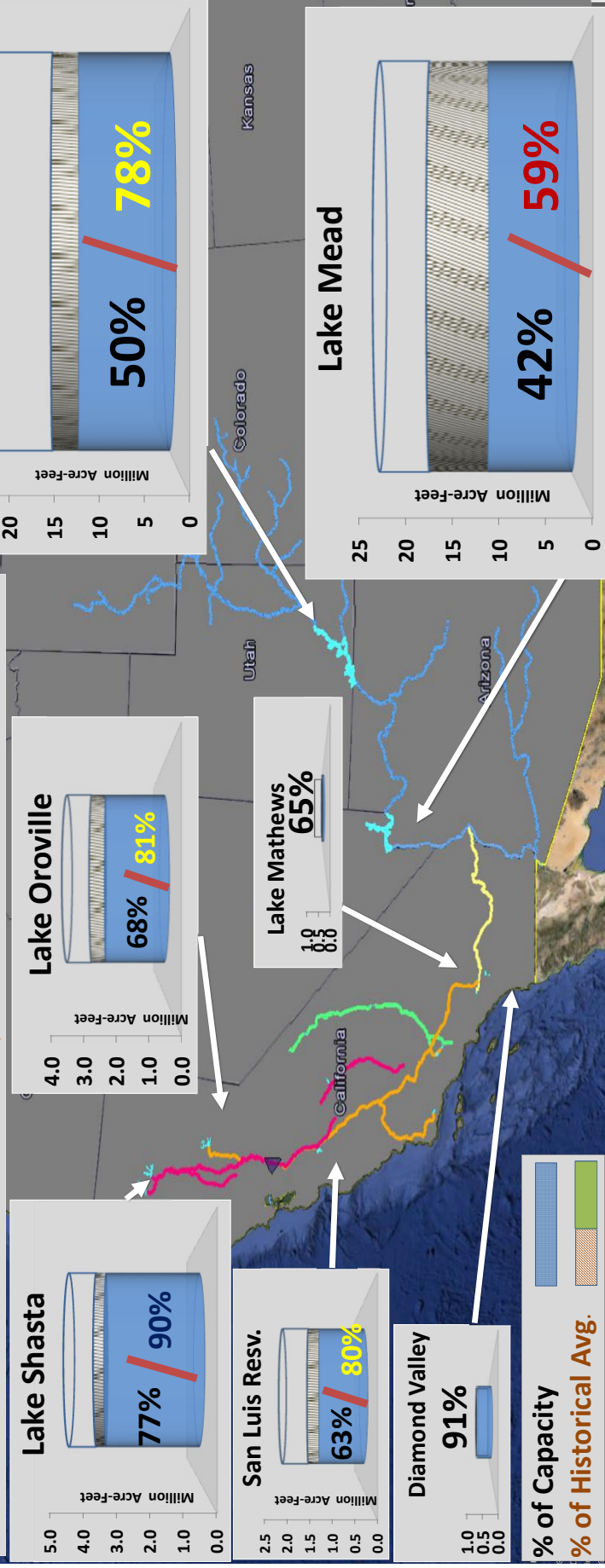
# Accumulated Precipitation

for the Oct.-Sep. water year, early June 2020

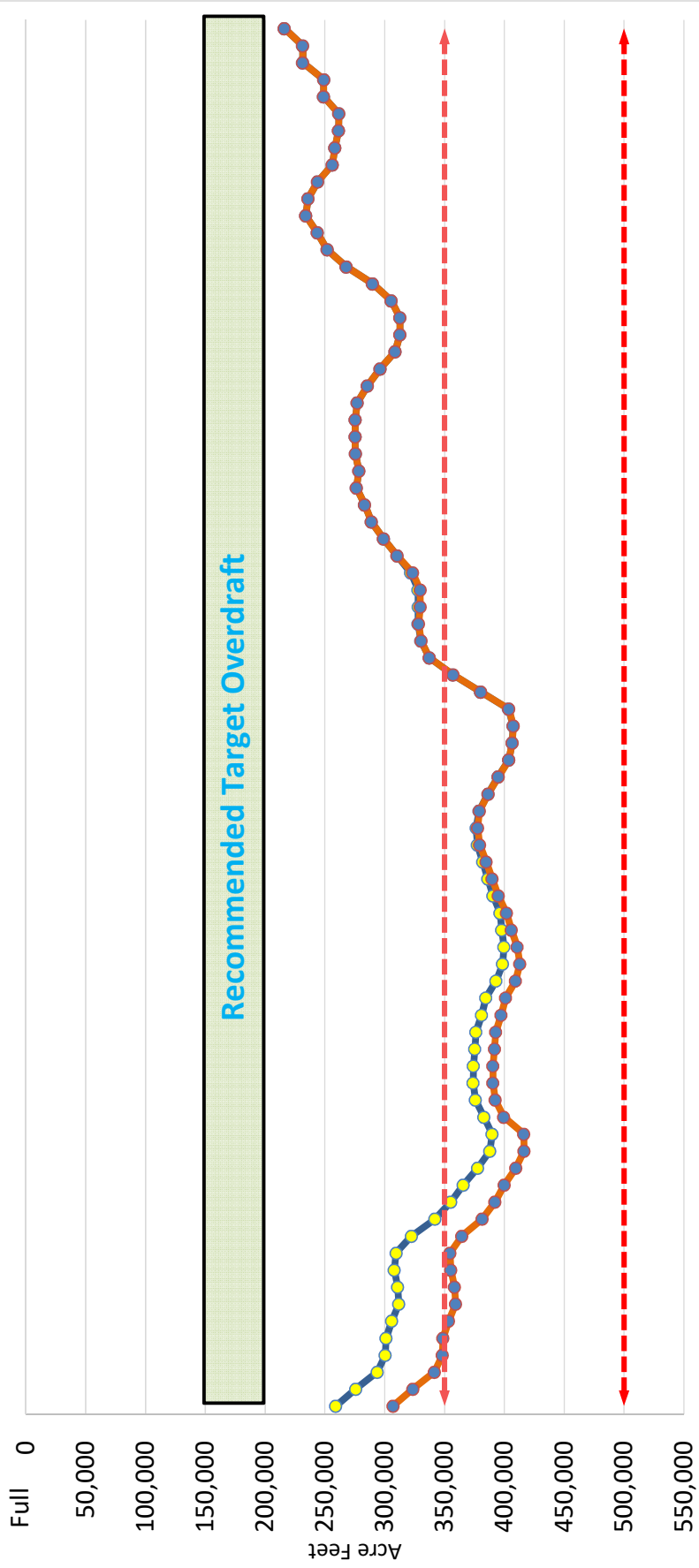


\* The date of maximum snowpack accumulation (April 1st in Northern Calif. , April 15th in the Upper Colorado Basin) is used for year to year comparison.

# **State Water Project, Colorado River, and MWD Reservoir Storage** as of June 1, 2020



# Accumulated Overdraft of the OCWD Groundwater Basin as of April 2020



Mar-20  
Jan-20  
Nov-19  
Sep-19  
Jul-19  
May-19  
Mar-19  
Jan-19  
Nov-18  
Sep-18  
Jul-18  
May-18  
Mar-18  
Jan-18  
Nov-17  
Sep-17  
Jul-17  
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Sep-15  
Jul-15  
May-15  
Mar-15  
Jan-15  
Nov-14  
Sep-14  
Jul-14  
May-14  
Mar-14  
Jan-14  
Nov-13  
Sep-13  
Jul-13

● Accumulated Overdraft (AO)  
● AO with CUP Removed  
--- Threshold for Mitigation Against Increasing AO  
--- Bottom of Basin Operating Range

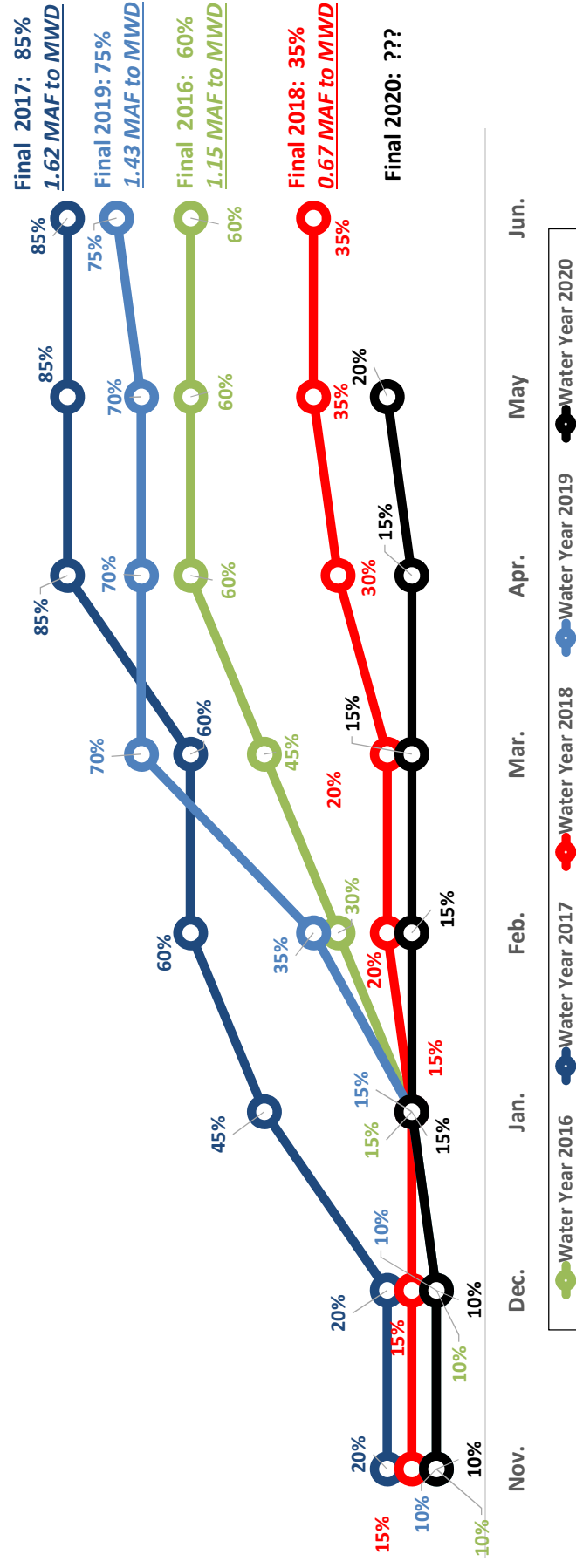
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
AO (AF)	285,494	296,106	308,748	312,758	312,782	305,367	289,860	267,879	251,876	243,604	234,048	236,005
AO w/CUP removed (AF)	285,494	296,106	308,748	312,758	312,782	305,367	289,860	267,879	251,876	243,604	234,048	236,005
	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	258,445	261,464	261,645	248,909	249,051	231,354	231,354	216,098		
AO w/CUP removed (AF)	244,057	256,239	258,446	261,464	261,645	248,909	249,051	231,354	231,354	216,098		

\* Source ~ OCWD Monthly Board of Directors Packet



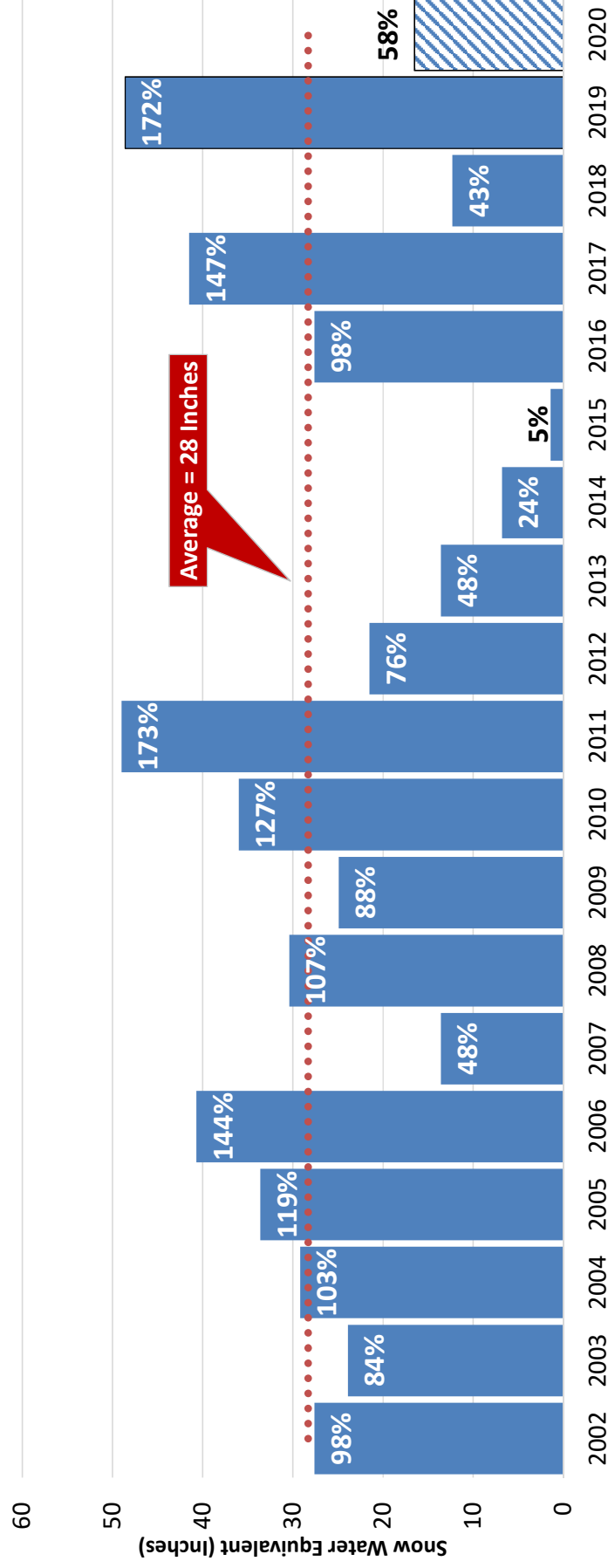
## SWP TABLE A ALLOCATION

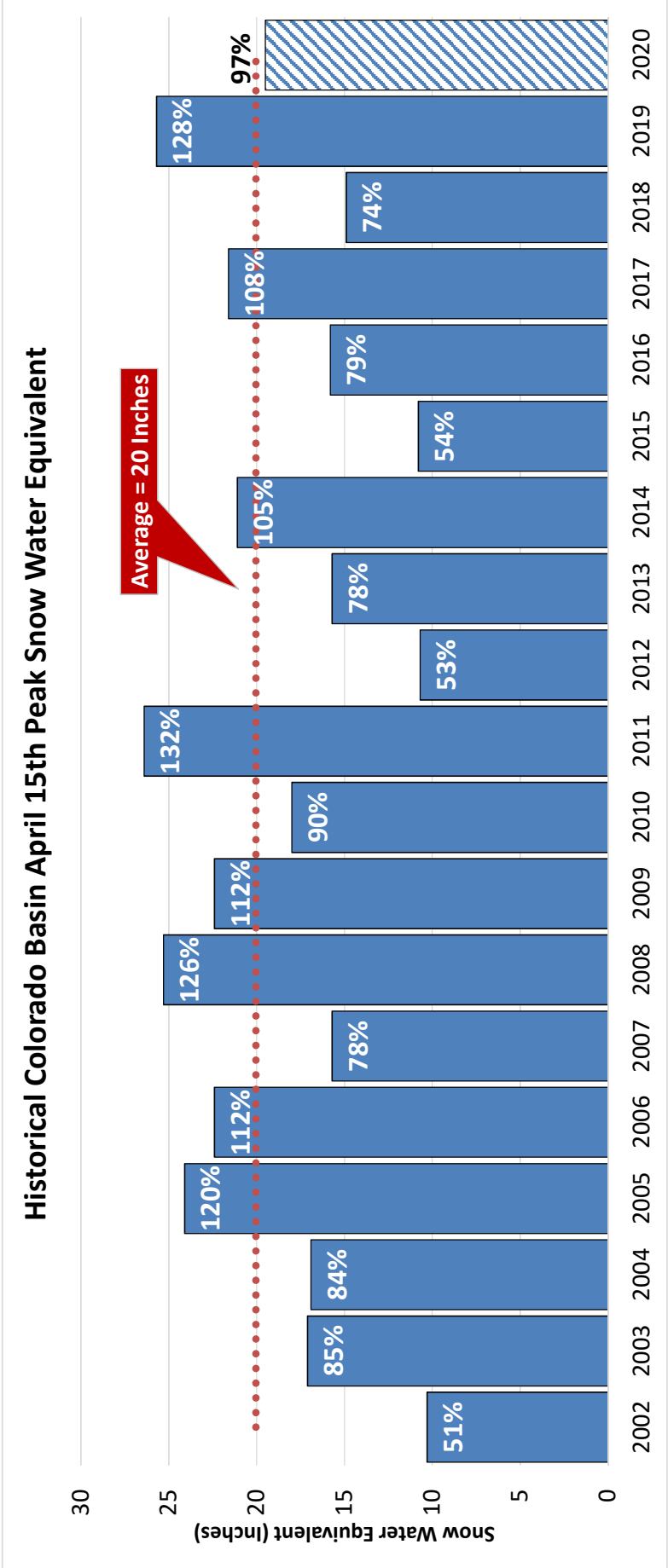
FOR STATE WATER PROJECT CONTRACTORS





## Historical Northern California April 1st Peak Snow Water Equivalent

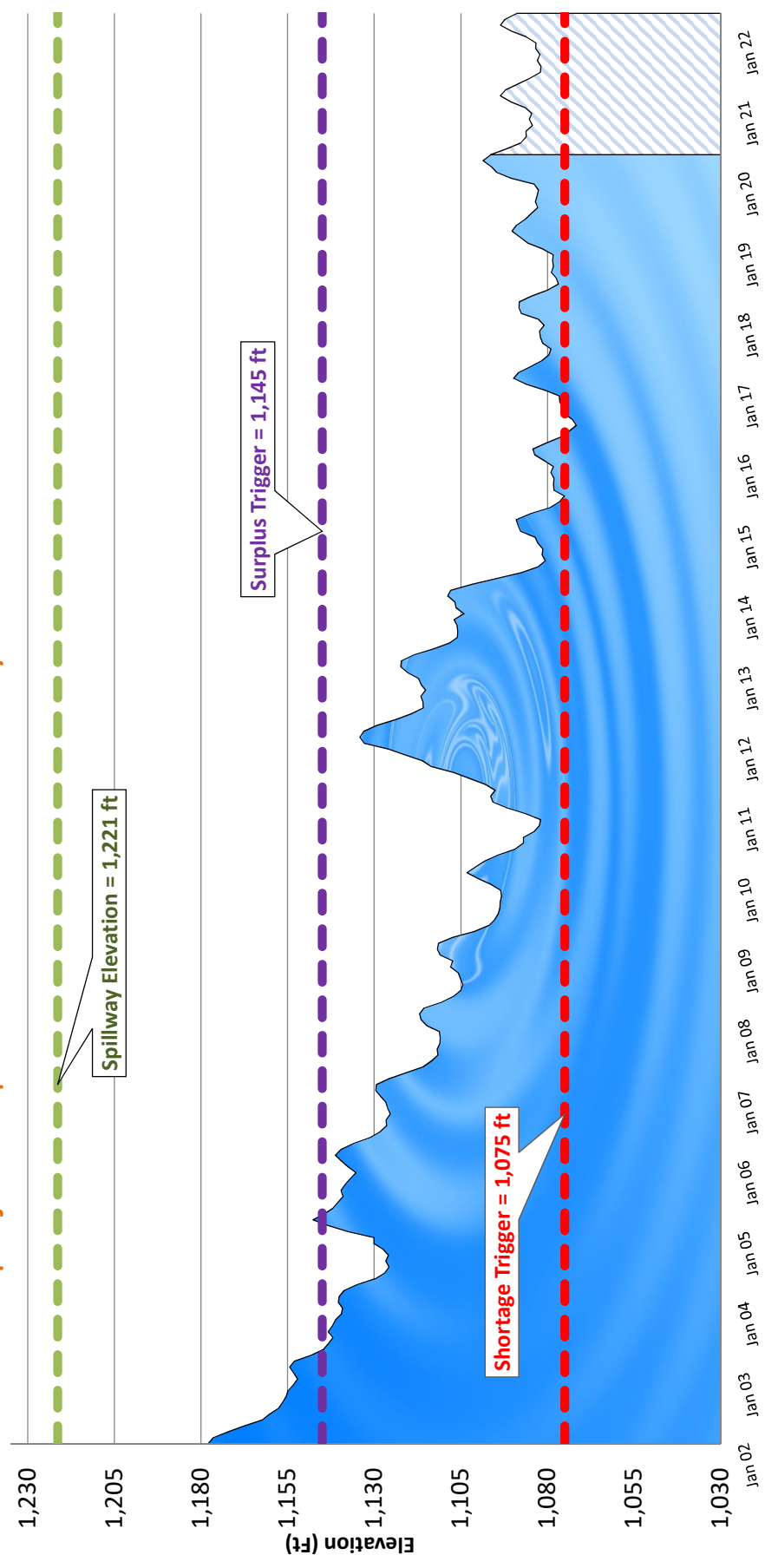






# Lake Mead Levels: Historical and Projected projection per USBR 24-Month Study

☒ Historical    ☐ Projected





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

■ Historical    □ Projected

