

REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
18700 Ward Street, Fountain Valley, California
June 17, 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#

AGENDA

MOMENT OF SILENCE

ROLL CALL

PUBLIC COMMENTS/PARTICIPATION

At this time, members of the public will be given an opportunity to address the Board concerning items within the subject matter jurisdiction of the Board. Members of the public may also address the Board about a particular Agenda item at the time it is considered by the Board and before action is taken. If the item is on the Consent Calendar, please inform the Board Secretary before action is taken on the Consent Calendar and the item will be removed for separate consideration.

The Board requests, but does not require, that members of the public who want to address the Board complete a voluntary "Request to be Heard" form available from the Board Secretary prior to the meeting.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action to agendize items(s) which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present, or, if less than two-thirds of the Board members are present, a unanimous vote of those members present.)

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>.

- **INTRODUCTION OF NEW EMPLOYEE**
- **RECOGNITION OF DIRECTOR BRETT R. BARBRE**

NEXT RESOLUTION NO. 2099**CONSENT CALENDAR (Items 1 to 10)**

(All matters under the Consent Calendar will be approved by one motion unless a Board member requests separate action on a specific item)

1. MINUTES

- a. May 6, 2020 Workshop Board Meeting
- b. May 20, 2020 Regular Board Meeting
- c. May 20, 2020 Special Board Meeting

Recommendation: Approve as presented.

2. COMMITTEE MEETING REPORTS

- a. Planning & Operations Committee Meeting: May 4, 2020
- b. Administration & Finance Committee Meeting: May 13, 2020
- c. Public Affairs & Legislation Committee Meeting: May 18, 2020
- d. Executive Committee Meeting: May 21, 2020
- e. MWDOC/OCWD Joint Planning Committee meeting: April 22, 2020

Recommendation: Receive and file as presented.

3. TREASURER'S REPORTS

- a. MWDOC Revenue/Cash Receipt Register as of May 31, 2020
- b. MWDOC Disbursement Registers (May/June)

Recommendation: Ratify and approve as presented.

- c. Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of April 30, 2020
- d. PARS Monthly Statement (OPEB Trust)
- e. Water Use Efficiency Projects Cash Flow

Recommendation: Receive and file as presented.

4. FINANCIAL REPORT

- a. Combined Financial Statements and Budget Comparative for the Period ending April 30, 2020

Recommendation: Receive and file as presented.

5. LANDSCAPE DESIGN AND MAINTENANCE ASSISTANCE PROGRAMS

Recommendation: Authorize the General Manager to increase funding for the Landscape Design and Landscape Maintenance Assistance Programs, using a combination of grant awards and contributions from Metropolitan, in an amount not to exceed \$420,000, through June 30, 2023.

6. AERIAL IMAGERY ACQUISITION AND ANALYSIS

Recommendation: Authorize the General Manager to enter into Participation Agreements not to exceed \$100,000 in total with: (1) Southern California Association of Governments (SCAG)/Orange County Council of Governments (OCCOG) to purchase high-resolution aerial imagery of Orange County (\$50,000); and (2) Santa Ana Watershed Authority (SAWPA) for landscape area data analysis and measurement of irrigated area and development of water budgets by parcel (\$50,000).

7. OPERATIONAL AREA AGREEMENT

Recommendation: (1) Approve the 2020 Orange County Operational Area Agreement with the County of Orange and Political Subdivisions; and (2) Authorize the General Manager to execute the 2020 Orange County Operational Area Agreement with the County of Orange and Political Subdivisions by completing and submitting the signature page. (Attachment D)

8. APPROVAL OF AMP CAPACITY FLOW WAIVERS FOR YORBA LINDA WD AND EOCWD DUE TO PFAS IMPACTS TO WELLS

Recommendation: Approve/grant the AMP capacity flow waivers as presented.

9. ANNUAL APPROVAL OF DISTRICT SALARY SCHEDULE

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

10. RATIFY THE MET DIRECTOR SELECTION COMMITTEE APPOINTMENTS BY PRESIDENT TAMARIBUCHI

Recommendation: Ratify the appointment of the MET Director Selection Committee (as appointed by the President).

End Consent Calendar**ACTION ITEMS****11-1 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) SEAT C – SOUTHERN NETWORK ELECTION**

Recommendation: (1) Review and discuss the candidates running for the CSDA Board of Directors, Southern Network, Seat C; (2) Consider supporting a candidate and directing vote; and (3) Authorize President Tamaribuchi, or his designee, to cast the District's online ballot.

11-2 EXTENSION OF CONSULTING CONTRACT WITH ACKERMAN CONSULTING

Recommendation: Consider extending the contract with Ackerman Consulting for specialized services.

INFORMATION CALENDAR (All matters under the Information Calendar will be Received/Filed as presented following any discussion that may occur)

12. GENERAL MANAGER'S REPORT, JUNE 2020 (ORAL AND WRITTEN)

Recommendation: Receive and file report(s) as presented.

13. MWDOC GENERAL INFORMATION ITEMS

- a. Board of Directors - Reports re: Conferences and Meetings
- b. Requests for Future Agenda Topics

Recommendation: Receive and file as presented.

ADJOURNMENT

Note: 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 contacting 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.

**MINUTES OF THE WORKSHOP BOARD MEETING
OF THE BOARD OF DIRECTORS OF
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC)
WITH THE MWDOC MET DIRECTORS**

May 6, 2020

At 8:30 a.m., President Tamaribuchi called to order the Regular Meeting of the Municipal Water District of Orange County via the Zoom Webinar application (pursuant to the Governor's Executive Order due to the spread of the COVID-19 virus, the meeting was conducted via Zoom). Secretary Goldsby called the roll.

MWDOC DIRECTORS

Brett R. Barbre*
Larry Dick*
Joan Finnegan
Bob McVicker
Sat Tamaribuchi
Jeffery M. Thomas
Megan Yoo Schneider

STAFF

Robert Hunter, General Manager
Karl Seckel, Assistant General Manager
Joe Byrne, Legal Counsel
Maribeth Goldsby, Board Secretary
Harvey De La Torre, Associate General Manager
Chris Lingad, Associate Engineer
Melissa Baum-Haley, Prin. Water Resource Analyst
Damon Micalizzi, Director of Public Affairs
Kevin Hostert, Water Resources Analyst
Joe Berg, Dir. of Water Use Efficiency
Charles Busslinger, Principal Engineer
Heather Baez, Government Affairs Manager

*Also MWDOC MET Directors

OTHER MWDOC MET DIRECTORS

Larry McKenney
Linda Ackerman

OTHERS PRESENT

Brad Coffey
Demetri Polyzos
Brandon Goshi
Kathryn Freshley
Mark Monin
Jose Vergara
Dennis Cafferty
Steve LaMar
Doug Reinhart
Peer Swan
Paul Weghorst
Jim Atkinson
Don Froelich
Laura Rocha
Kelly Rowe
John Kennedy
Adam Hutchinson

Metropolitan Water District of Southern Calif.
Metropolitan Water District of Southern Calif.
Metropolitan Water District of Southern Calif.
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
Irvine Ranch Water District
Irvine Ranch Water District
Irvine Ranch Water District
Irvine Ranch Water District
Mesa Water
Moulton Niguel Water District
Moulton Niguel Water District
Orange County Water District
Orange County Water District
Orange County Water District

Chuck Gibson	Santa Margarita Water District
Sandra Jacobs	Santa Margarita Water District
Justin McCusker	Santa Margarita Water District
Dan Ferons	Santa Margarita Water District
Greg Mills	Serrano Water District
Brad Reese	Serrano Water District
Dennis Erdman	South Coast Water District
Bill Green	South Coast Water District
Brooke Jones	Yorba Linda Water District
Fernando Paludi	Trabuco Canyon Water District
Wayne Miller	Yorba Linda Water District
Al Nederhood	Yorba Linda Water District
Kristy Khachigian	Kristy Khachigian Consulting
Skylar Stephens	San Diego County Water Authority
Ed Means	Means Consulting
Rupert Barnett	

PUBLIC PARTICIPATION/PUBLIC COMMENTS

President Tamaribuchi inquired whether any members of the public wished to comment on agenda items.

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED - Determine need and take action to agendize item(s), which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present or, if less than two-thirds of the Board members are present, a unanimous vote.)

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

President Tamaribuchi inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

No items were presented.

ACTION ITEM

ELECTION INFORMATION (CANDIDATE'S STATEMENTS)

Secretary Goldsby advised that each election, the Registrar of Voters requests information relative to the Candidate's Statements, namely whether (or not) the District will pay the Candidate's Statement cost, and whether the District will limit the statements to 200 or 400 words. She noted that historically the District has voted to limit the statements to 200 words and not pay for them.

Director Dick recommended the Board reinforce what the Board has done in previous years, and upon MOTION by Director Dick, seconded by Director Barbre, and carried (7-0), the Board authorized staff to submit the Transmittal of Election Information/Special District to the Orange County Registrar of Voters, indicating that the Candidate's Statement of Qualifications will be limited to 200 words, and that the District will not pay for the statements. Said MOTION was adopted by the following roll call vote:

AYES:	Directors Barbre, Dick, Finnegan, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES:	None
ABSENT:	None
ABSTAIN:	None

PRESENTATION/DISCUSSION/INFORMATION ITEMS

INPUT OR QUESTIONS ON MET ISSUES FROM THE MEMBER AGENCIES/MET DIRECTOR REPORTS REGARDING MET COMMITTEE PARTICIPATION

Director McKenney highlighted the IRP discussions at MET, MET's authorization of litigation against the State of California (regarding the Delta), the MET biennial budget (approved), and the discussions by MET's Executive Committee regarding the recruitment process of the MET General Manager, noting that although Chairman Gray wanted to appoint a special committee to conduct the recruitment, MET's Executive Committee voted to have the Organization, Personnel & Technology Committee oversee the matter.

Directors Ackerman, Barbre, and Dick agreed with Director McKenney's report and expanded the discussion on why MET would be considering an agreement with Sespe Consulting for the preparation of Surface Mining and Reclamation Act reclamation plans and environmental documentation (\$510,000), with Director McKenney providing background and information relative to this expenditure.

Considerable discussion was held regarding the recruitment process for the new MET General Manager (and the differences of opinion on whether the OP&T or special committee would be a better avenue for this process).

METROPOLITAN'S 2020 INTEGRATED RESOURCES PLAN (IRP) DISCUSSION SERIES PART 5 – INTRODUCTION TO SCENARIO PLANNING AND CONTINUED LOCAL POLICY DISCUSSION

Mr. Demetri Polyzos (MET Senior Engineer), provided an overview of the 2020 IRP Scenario Planning and Outreach activities. His presentation included information regarding the IRP 2020 roadmap (whitepaper), the plan to identify policy questions, activities to date, lessons learned from a 25-year planning cycle (looking forward), and drivers of change (population, income levels, water use behavior, precipitation patterns, temperature, and sea rise level). Mr. Polyzos also outlined learning scenarios (develop narratives and quantitative assumptions that describe plausible futures), an outline of what a resource mix might appear like, adaptive management strategies, and a timeline for completion of these issues, as well as an outreach schedule.

Discussion ensued with specific emphasis on the trend analysis, adaptive management, the need to include technology as a driver of change, and the need to identify the meaning of supply reliability.

Mr. Brad Coffey (MET's Group Manager, Water Resource Management) then presented information regarding policy issues which will guide MET through the IRP process. These key policy issues included what level of water supply reliability should MET target for the region, whether MET should assume a new role in assuring that local agencies can fully access the regional network (resilience), what role should MET take in assisting the region to plan for an comply with water conservation legislation, how MET will account for member agency local supply plans and incorporate the potential Regional Recycled Water Program, and whether MET should continue to fund water efficiency and local projects at the same level as currently doing.

MWDOC's Principal Water Resources Analyst, Melissa Baum-Haley expanded on the presentations by outlining the results of the MWDOC IRP member agency survey and key themes from survey responses which included: future alternatives, reliability and resiliency, modeling and gap development, local priorities and demand management (conservation v. local projects).

Considerable discussion again ensued regarding reliability goals (reliability of imported supply or resource mix), dependence on the Delta, supply reliability, resiliency and reliability at the retail level, MET's role as a water supplier v. supplemental water supplier (Laguna Declaration), the status of the Delta Conveyance, the importance of desalination, the potential for stranded assets, and the important partnership between MET and its agencies.

The Board received and filed the presentations as presented.

UPDATE REGARDING METROPOLITAN'S BIENNIAL BUDGET FOR FISCAL YEARS 20/21 AND 21/22

Principal Water Resource Analyst, Melissa Baum-Haley, provided an overview of MET's biennial budget adoption, Option 1 (with amendments) (3% increase for calendar year 2021, and a 4% increase for calendar year 2022, both effective January 1, 2021. Option 1 amendments directed staff to return to the MET Board in September with analysis on the following: an evaluation of unrealized staffing levels (only essential hires), eliminating advanced recruitment for overlapping positions, matching capital improvement to reflect actual slowdown of expenditures due to COVID-19, suspension of director inspection trips, suspension of fleet vehicle purchases, and strategic use of reserves and bond debt.

WATER SUPPLY CONDITIONS UPDATE

The Board received and filed the staff report.

DELTA CONVEYANCE PROJECT ACTIVITIES UPDATE

The Board received and filed the staff report.

MWD ITEMS CRITICAL TO ORANGE COUNTY

- a. MET's Water Supply Conditions
- b. MET's Finance and Rate Issues
- c. Colorado River Issues
- d. Bay Delta/State Water Project Issues
- e. MET's Ocean Desalination Policy and Potential Participation by MET in the Doheny Desalination Project
- f. Orange County Reliability Projects
- g. East Orange County Feeder No. 2
- h. South County Projects

The Board received and filed the report as presented.

METROPOLITAN (MET) BOARD AND COMMITTEE AGENDA DISCUSSION ITEMS

- a. Summary regarding the April MET Board Meeting
- b. Review items of significance for the upcoming MET Board and Committee Agendas

The report was received and filed.

CLOSED SESSION

At 10:37 a.m., Legal Counsel Byrne advised that the pursuant to Government Code Section 54956.9(4)(d), the Board would adjourn to closed session for a conference with legal counsel regarding anticipated litigation (one case).

RECONVENE

The Board reconvened at 10:59 a.m., and Legal Counsel Byrne announced that the Board unanimously voted to initiate litigation, and that the defendants and other particulars regarding the action will be disclosed to any person upon inquiry once MWDOC has formally commenced the action.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:00 a.m.

Maribeth Goldsby
Board Secretary

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
May 20, 2020**

At 8:30 a.m., President Tamaribuchi called to order the Regular Meeting of the Municipal Water District of Orange County, via the Zoom Webinar application (pursuant to the Governor's Executive Order due to the spread of the COVID-19 virus, the meeting was conducted via Zoom). Secretary Goldsby called the roll.

MWDOC DIRECTORS

Brett R. Barbre
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STAFF

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Karl Seckel, Assistant General Manager
Joe Byrne, Legal Counsel
Maribeth Goldsby, Board Secretary
Harvey De La Torre, Associate General Manager
Melissa Baum-Haley, Prin. Water Resources Analyst
Joe Berg, Dir. of Water Use Efficiency
Cathy Harris, Director of H.R. & Administration
Damon Micalizzi, Director of Public Affairs
Heather Baez, Government Affairs Manager
Chris Lingad, Associate Engineer
Kevin Hostert, Water Resources Analyst
Charles Busslinger, Principal Engineer
Hilary Chumpitazi, Accounting Manager

ALSO PRESENT

Linda Ackerman
Larry McKenney
Doug Davert
Kathryn Freshley
Kay Havens
Mark Monin
Jose Vergara
Dennis Cafferty
Peer Swan
Paul Weghorst
Jim Atkinson
Kelly Rowe
John Kennedy
Saundra Jacobs
Dan Ferons
Greg Mills
Dennis Erdman
Bill Green
Fernando Paludi
Brooke Jones

MWDOC/MET Director
MWDOC/MET Director
East Orange County Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
Irvine Ranch Water District
Irvine Ranch Water District
Mesa Water
Orange County Water District
Orange County Water District
Santa Margarita Water District
Santa Margarita Water District
Serrano Water District
South Coast Water District
South Coast Water District
Trabuco Canyon Water District
Yorba Linda Water District

Al Nederhood
Rupert Barnett
Dick Ackerman
Kristy Khachigian
Mike Elliott

Yorba Linda Water District
Orange County CoastKeepers
Ackerman Consulting
Kristy Khachigian Consulting

PUBLIC PARTICIPATION/PUBLIC COMMENT

President Tamaribuchi announced members of the public wishing to comment on agenda items could do so after the item has been discussed by the Board and requested members of the public identify themselves when called on. Mr. Tamaribuchi asked whether there were any comments on other items which would be heard at this time.

No Public Comments were received, however President Tamaribuchi announced several Zoom meeting protocols with respect to comments to ensure smooth meeting progress.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were received.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

President Tamaribuchi inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

No items were distributed.

CONSENT CALENDAR

President Tamaribuchi stated all matters under the Consent Calendar would be approved by one MOTION unless a Director wished to consider an item separately.

Upon MOTION by Director Thomas, seconded by Director Finnegan, and carried (7-0) the Board approved the following Consent Calendar items, by the following roll call vote:

AYES:	Directors Barbre, Dick, Finnegan, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES:	None
ABSENT:	None
ABSTAIN:	None

MINUTES

The following minutes were approved.

April 1, 2020 Workshop Board Meeting
April 15, 2020 Regular Board Meeting

COMMITTEE MEETING REPORTS

The following Committee Meeting reports were received and filed as presented.

Planning & Operations Committee Meeting: March 2, 2020 (revised)
Planning & Operations Committee Meeting: April 6, 2020
Administration & Finance Committee Meeting: April 8, 2020
Public Affairs & Legislation Committee Meeting: April 20, 2020
Executive Committee Meeting: April 16, 2020

TREASURER'S REPORTS

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of April 30, 2020

The following items were received and filed as presented.

MWDOC Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of March 31, 2020

PARS Monthly Statement (OPEB Trust)

Water Use Efficiency Projects Cash Flow

FINANCIAL REPORT

The following items were received and filed as presented.

Combined Financial Statements and Budget Comparative for the period ending March 31, 2019

Quarterly Budget Review

TRAVEL TO WASHINGTON, DC TO COVER FEDERAL ADVOCACY INITIATIVES

The Board ratified the expenses as reported.

TRAVEL TO SACRAMENTO TO COVER STATE ADVOCACY INITIATIVES

The Board ratified the expenses as reported.

ANNUAL REVIEW AND UPDATES TO THE INVESTMENT POLICY AND GUIDELINES

The Board reaffirmed the District's Investment Policy and Guidelines as adopted on May 15, 2019 (no changes).

**ADOPT AMENDMENTS TO ADMINISTRATIVE CODE SECTION 1307 REGARDING
THE POWERS AND DUTIES OF THE GENERAL MANAGER AS RECOMMENDED BY
DIRECTOR BARBRE**

The Board adopted the Amendments to Administrative Code Section 1307 (deletion of Section 1307(a)(8) and re-numbering of Section 1307(a)(9)).

- END CONSENT CALENDAR -

ACTION CALENDAR

ADOPTION OF FY 2020-21 FIFTH DRAFT BUDGET

Director Thomas introduced the budget, noting that the Administration & Finance Committee has made several amendments to the draft budgets over the last several months, and offers it to the Board for further discussion.

General Manager Hunter advised that in May, the Administration & Finance Committee recommended additional reductions to the conference/travel budget (\$37,555, resulting in a \$.05 reduction in the MWDOC fixed meter rate), and that the funding for the Hydraulic Model Project (\$130,000) should be funded from reserves. He stated that the fifth draft budget includes the reduction of the \$37,555 (conference/travel), but does not reflect a reduction for the Hydraulic Model Project (from reserves) because the Planning & Operations Committee (project reviewing body) recommended it be a core budget item. He noted that that the Board would need to discuss whether this project should be funded from reserves or treated as a core budget item.

With respect to the Hydraulic Model Project, Mr. Hunter stated that later on the agenda, the Board would need to determine whether the Hydraulic Model Project would include a 20% cost recovery component (Administration & Finance Committee recommendation), or would not include a 20% cost recovery component (Planning & Operations Committee recommendation). He noted that originally the staff recommendation through the Planning & Operations Committee did not include a cost recovery component, but that staff was now recommending the project include the component.

Director McVicker made a MOTION to fund the Hydraulic Model Project from Core revenues. Director Dick seconded the MOTION.

Following discussion regarding the merits of an additional \$.15 reduction in the MWDOC fixed meter rate by funding the project from reserves, Director Barbre made a SUBSTITUTE MOTION to fund the Hydraulic Model Project from reserves. A roll call vote was taken, and said SUBSTITUTE MOTION failed by a vote of 3-4. The roll call vote is noted below:

AYES:	Directors Barbre, Finnegan & Thomas
NOES:	Directors Dick, McVicker, Yoo Schneider & Tamaribuchi
ABSENT:	None
ABSTAIN:	None

The Board addressed the original MOTION (fund the Hydraulic Model Project from Core revenues). By a vote of 4-3, the MOTION passed. The roll call vote is noted below:

AYES: Directors Dick, McVicker, Yoo Schneider & Tamaribuchi
NOES: Directors Barbre, Finnegan & Thomas
ABSENT: None
ABSTAIN: None

The Board then discussed adopting the FY 2020-21 budget as presented, with the inclusion of the Hydraulic Model Project from Core revenues.

Director Thomas raised the issue of reducing more from the budget due to the financial effects from the COVID-19 pandemic. He suggested not filling the position created by Director Barbre's eventual vacancy in Division 1, and reducing the number of memberships from the budget in an effort to further reduce the fixed meter rate, namely memberships and travel in the California Council for Environmental Balance (CCEEB) and the Association of Metropolitan Water Agencies (AMWA). Directors Finnegan and Barbre concurred, with Director Barbre noting that several member agencies are cutting all travel and memberships from their budgets.

General Manager Hunter clarified that many reductions were made between the second and third draft budget documents, including memberships and travel, that the current draft budget includes the Division 1 vacancy through November, and that these reductions resulted in over a \$.35 reduction to the fixed meter charge.

Considerable discussion ensued regarding the value of the memberships, with Directors Tamaribuchi, McVicker and Yoo Schneider supporting the budget before them with no further reductions, and Directors Barbre, Thomas, and Finnegan supporting the budget with the reductions of CCEEB and AMWA memberships and travel.

Upon MOTION by Director Barbre, seconded by Director Thomas, and carried (5-2), the Board adopted RESOLUTION NO. 2096 approving the final MWDOC budget for fiscal year 2020-21, as presented, with the removal of the CCEEB and AMWA memberships and travel, and including the Hydraulic Model Project as Core revenue. Said RESOLUTION NO. 2096 was adopted by the following roll call vote:

AYES: Directors Barbre, Dick, Finnegan, McVicker & Thomas
NOES: Directors Yoo Schneider and Tamaribuchi
ABSENT: None
ABSTAIN: None

PROPOSED MWDOC WATER RATE RESOLUTION FOR FISCAL YEAR 2020-21

Upon MOTION by Director Barbre, seconded by Director Thomas, and carried (7-0), the Board approved decreasing the MWDOC Retail Meter Charge from \$12.40 to \$12.20 per meter, and decreasing the Groundwater Customer Charge from \$598,248 to \$595,323, effective July 1, 2020, and adopted RESOLUTION NO. 2097 Establishing Water Rates effective July 1, 2020 and

January 1, 2021 as outlined. Said RESOLUTION NO. 2097 was adopted by the following roll call vote:

AYES: Directors Barbre, Dick, Finnegan, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES: None
ABSENT: None
ABSTAIN: None

ADOPTION OF MWDOC ORDINANCE TO ESTABLISH CLASSES OF WATER SERVICE AND TERMS AND CONDITIONS OF WATER SERVICE WITHIN THE DISTRICT

Upon MOTION by Director Barbre, seconded by Director Thomas, and carried (7-0), the Board adopted ORDINANCE NO. 55 to Establishing Classes of Water Service, Terms, and Conditions of Water Service within the District. (MWDOC Administrative Code Section 1117 states that MWDOC shall provide at least ten days written notice that the Board will consider the adoption of a water service Ordinance and/or rates Resolution. Staff has met this requirement by emailing the Board letter and proposed Ordinance and Resolution to the member agencies on May 7, 2020). Said ORDINANCE NO. 55 was adopted by the following roll call vote:

AYES: Directors Barbre, Dick, Finnegan, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES: None
ABSENT: None
ABSTAIN: None

OC REGIONAL DISTRIBUTION SYSTEM HYDRAULIC MODEL – BUILD & CALIBRATION

Upon MOTION by Director McVicker, seconded by Director Dick, and carried (5-2), the Board authorized Option 2 (building and calibrating an OC regional distribution system hydraulic model with a cost recovery aspect to repay MWDOC's general fund over time for the investment made), and to authorize the General Manager to enter into a professional services agreement with Black & Veatch to build and calibrate an OC regional distribution system hydraulic model based upon the findings of the Orange County Regional Distribution System Hydraulic Model Investigation Report at a cost of \$188,520 plus a 10% contingency for a total not to exceed cost of \$207,372. Said MOTION was adopted by the following roll call vote:

AYES: Directors Dick, Finnegan, McVicker, Yoo Schneider & Tamaribuchi
NOES: Directors Barbre and Thomas
ABSENT: None
ABSTAIN: None

(Director Finnegan left the meeting at 9:44 a.m.)

RENEWAL OF CONTRACT WITH SOTO RESOURCES FOR GRANT TRACKING AND ACQUISITION SERVICES

Upon MOTION by Director Barbre, seconded by Director Yoo Schneider, and carried (6-0), the Board authorized the General Manager to renew the professional services contract with Soto Resources to provide grant tracking, writing (upon request) and acquisition. The contract renewal would be not to exceed \$39,000 per year in fiscal years 2020-2021, 2021-2022, and 2022-2023; total authorization of this contract is \$117,000 over three years, by the following roll call vote:

AYES: Directors Barbre, Dick, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES: None
ABSENT: Director Finnegan
ABSTAIN: None

AB 2107 (RODRIGUEZ & GRAY) – LOCAL GOVERNMENTS: SECURITIZED LIMITED OBLIGATION NOTES

Upon MOTION by Director Dick, seconded by Director McVicker, and carried (6-0), the Board adopted a support position on AB 2107 (Rodriguez & Gray), and send a letter in support to the author and the California Special Districts Association (CSDA) by the following roll call vote:

AYES: Directors Barbre, Dick, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES: None
ABSENT: Director Finnegan
ABSTAIN: None

SB 1386 (MOORLACH) – PROTECTING FIRE HYDRANT SYSTEM FUNDING

Upon MOTION by Director Barbre, seconded by Director Dick, and carried (6-0), the Board adopted a support position on SB 1386 (Moorlach), and join the sponsors' coalition letter, by the following roll call vote:

AYES: Directors Barbre, Dick, McVicker, Yoo Schneider, Tamaribuchi & Thomas
NOES: None
ABSENT: Director Finnegan
ABSTAIN: None

POTENTIAL ACTION REGARDING THE REPLACEMENT OF MWDOC AND METROPOLITAN DIRECTOR

President Tamaribuchi outlined his understanding of the issue regarding a potential vacancy on both the MWDOC Board and MET Board, stating that Yorba Linda Water District recently approved a contract hiring Director Brett Barbre as their General Manager effective May 11, 2020, that Director Barbre has not yet signed the contract and has indicated he will not be General Manager until the contract is signed, and that he plans to sign the contract within two

weeks. Director Tamaribuchi also noted that Director Barbre has verbally indicated that he will resign from the MET Board on May 26, 2020 and from the MWDOC Board sometime before June 26, 2020.

Mr. Tamaribuchi stated that pursuant to the terms of the Administrative Code (relative to Incompatibility of Office), both Director positions should be resigned upon acceptance of a General Manager position of a member agency. In consideration of Director Barbre's service to the MWDOC Board since 2000, and his many contributions, Director Tamaribuchi indicated that he would recommend the terms of the Administrative Code adequately settled if Director Barbre submits a formal letter of resignation to the MWDOC Board (no later than May 21, 2020) outlining the effective dates of his resignations from both the MET and MWDOC Boards.

Director Barbre accepted these terms, stating that he would submit his letter of resignation with effective dates to Board Secretary Goldsby no later than May 21, 2020.

President Tamaribuchi thanked Director Barbre for his service, and stated that the Executive Committee would discuss the formation of a special committee to review and recommend a replacement MWDOC MET Director (the process as outlined in the Administrative Code).

(Director Finnegan returned to the meeting at 9:50 a.m.)

INFORMATION CALENDAR

GENERAL MANAGER'S REPORT, MAY 2020

General Manager Hunter advised that the General Manager's report was included in the Board packet.

The Board received and filed the report as presented.

MWDOC GENERAL INFORMATION ITEMS

a. BOARD OF DIRECTORS

The Board members each reported on their attendance at the regular (and special) MWDOC Board and Committee meetings. In addition to these meetings, the following reports were made on conferences and meetings attended on behalf of the District.

Director Barbre reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, and the Workshop Board and Regular Board meetings), as well as testifying at the Santa Ana Regional Water Quality Control Board re Poseidon, meeting(s) with East Orange County Water District re OC-70, a meeting with MET staff John Bednarski regarding pipeline repairs in the City of Placentia, and the ACC-OC Energy & Water Committee. He also attended the regularly scheduled MET Board and Committee meetings.

Director Dick advised that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, and the Workshop Board and Regular Board meetings), as well as the regularly scheduled MET Board and Committee meeting days, the WACO Planning Committee and WACO meetings, the MET pre-caucus meeting, the MWDOC MET Director caucus, and a meeting with East Orange County Water District re OC-70.

Director McVicker reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings), the MET IRP and Executive Committee meetings, the WACO Planning and WACO meetings, the OCWD Communications/Legislation Committee meeting, the MET Board and Committee meetings, and the Santa Ana Regional Water Quality Control Board hearing.

Director Finnegan reported on her attendance at all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings).

(Director Finnegan left the meeting at 9:57 a.m.)

Director Thomas stated that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings), as well as a meeting with President Davert from East Orange County Water District, and several budget related meetings/calls with representatives from IRWD, SMWD, President Tamaribuchi, and General Manager Hunter.

Director Yoo Schneider advised that she attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings), the SCWD Board meeting, the SMWD Board meeting, the SMWD Finance Committee meeting, an advisory meeting of the Board for Break-Through San Juan Capistrano, the California Water Environment Association of Board meeting, two Women in Water OC meeting, a Women in Water Planning Committee meeting, the San Juan Basin Authority meeting, and a meetings with representatives from SMWD and SCWD. She commended SMWD for their creativity in providing an on-line virtual water festival event.

Director Tamaribuchi reported on attending the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings), the MET IRP Committee meeting, the MET Executive Committee, MET Water Planning & Stewardship Committee, a meeting with MWDOC staff regarding the IRP, the IRWD Water Resources Policy Committee, a meeting with representatives from ETWD (Directors Monin and Gaskin, and General Manager Cafferty), and the CCEEB/CED regarding the California Water Resilience Portfolio.

b. REQUESTS FOR FUTURE AGENDA TOPICS

No requests were made.

ADJOURNMENT

There being no further business to come before the Board, President Tamaribuchi adjourned the meeting at 10:00 a.m.

Respectfully submitted,

Maribeth Goldsby, Secretary

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
May 20, 2020

At 10:07 a.m., President Tamaribuchi called to order the Special Meeting of the Municipal Water District of Orange County Board of Directors , via the Zoom Webinar application (pursuant to the Governor's Executive Order due to the spread of the COVID-19 virus, the meeting was conducted via Zoom). Secretary Goldsby called the roll.

MWDOC DIRECTORS

Brett R. Barbre
Larry Dick
Joan Finnegan (absent)
Wayne Osborne
Megan Yoo Schneider
Sat Tamaribuchi
Jeffery M. Thomas

STAFF PRESENT

Robert Hunter, General Manager
Joe Byrne, Legal Counsel

ALSO PRESENT

No members of the public were present.

PUBLIC COMMENTS

No comments were received.

CLOSED SESSIONS ITEM

At 10:08 a.m., Legal Counsel Byrne stated that the Board would adjourn to closed session pursuant to Government Code Section 54956.9(2)(d), for a conference with legal counsel regarding anticipated litigation (one case).

RECONVENE

ANNOUNCEMENTS FROM CLOSED SESSION

The Board reconvened from closed session at 10:57 a.m., and Legal Counsel Byrne announced that no reportable action was taken in closed session.

ADJOURNMENT

At 10:58 a.m., President Tamaribuchi adjourned the special meeting.

Respectfully submitted,

Maribeth Goldsby, Secretary

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Jointly with the
PLANNING & OPERATIONS
May 4, 2020 – 8:31 a.m. to 10:09 a.m.

In accordance with Executive Order N-25-20 issued by Governor Newsom on March 4, 2020, the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

P&O Committee:

Director Bob McVicker, Chair
Director Megan Yoo Schneider
Director Larry Dick

Staff:

Rob Hunter, Karl Seckel, Chris Lingad,
Joe Berg, Katie Davanaugh, Damon Micalizzi,
Melissa Baum-Haley, Charles Busslinger,
Kevin Hostert, Harvey De La Torre,
Maribeth Goldsby, Cathy Harris, Heather Baez,
Beth Fahl, Vicki Osborn, Pari Francisco,
Hilary Chumpitazi, Rachel Davis

Also Present:

Director Joan Finnegan
Director Brett Barbre
Director Sat Tamaribuchi
Director Jeff Thomas
MWDOC Met Director Linda Ackerman
MWDOC Met Director Larry McKenney
Ray Heimstra, OC Coast Keeper
Rick Shintaku, South Coast Water District
Bill Green, South Coast Water District
Doug Reinhart, Irvine Ranch Water District
Peer Swan, Irvine Ranch Water District
Dennis Cafferty, El Toro Water District
Laura Rocha, Moulton Niguel Water District
Paul Weghorst, Irvine Ranch Water District
Saundra Jacobs, Santa Margarita Water District
Jerry Vilander, Serrano Water District
Matt Collings, Moulton Niguel Water District
Mike Markus, Orange County Water District
Fernando Paludi, Trabuco Canyon Water Dist.
Brad Reese, Serrano Water District
Brian Ragland, City of Huntington Beach
Rupert Barnett, Cal State Fullerton
Drew Atwater, Moulton Niguel Water District
Sonja Morgan, South Coast Water District
Jim Leach, Santa Margarita Water District
Chuck Gibson, Santa Margarita Water District
Jose Vergara, El Toro Water District
Dan Ferons, Santa Margarita Water District
Kay Havens, El Toro Water District

Jim Atkinson, Mesa Water
Kristy Khachigian, consultant
Jim Fisler, Mesa Water
Lindsey Stuvick, Moulton Niguel Water District
Adam Hutchinson, Orange County Water District
John Kennedy, Orange County Water District
Kathryn Freshley, El Toro Water District
Liz Meldelson-Goosens, San Diego Co. Water
Authority

Director McVicker called the meeting to order at 8:31 a.m. Secretary Goldsby conducted a roll call attendance of the Committee and Board members with Directors McVicker and Yoo Schneider acknowledging attendance for the Committee. Directors Tamaribuchi, Finnegan, Thomas and Barbre were also also present.

PUBLIC COMMENTS

Ray Heimstra, Orange County Coast Keeper, requested that MWDOC be mindful of potential ecological impacts to the coastal areas from sea level rise or coastal hazards as they move forward with the OC regional distribution hydraulic model and other local projects serving Orange County.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were received.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

General Manager Hunter advised that comment letters were received from Orange County Water District on the Hydraulic Model and Irvine Ranch Water District on the Hydraulic Model and Economic Benefit Study and distributed to the Board, and made available to the public.

ACTION ITEM

OC REGIONAL DISTRIBUTION SYSTEM HYDRAULIC MODEL – BUILD & CALIBRATION

Mr. Seckel reported that this item has been presented to the Committee several times and believes that having a regional hydraulic model will be extremely beneficial to the entire Orange County region as a whole. Investigations into building a model over the past couple of years have been conducted by MWDOC with methodical and careful consideration. Most recently, Black and Veatch prepared a request for proposal to build and calibrate the Orange County Regional Distribution System Hydraulic Model. Mr. Seckel reviewed the staff report, including the model investigation and a summary of the Black and Veatch proposal by task. The proposed model is separate from the current model currently in use by many retail agencies, and separate from Metropolitan's model.

Mr. Seckel noted that comments have been received from member agencies expressing concerns with water quality, cost recovery options and whether the project should be included in MWDOC core services. He also reported that the model would be a valuable tool during shutdown operations in the future.

Mr. Hunter reviewed the options for consideration by the Board and considerable discussion was held on cost recovery options and how they might affect member agencies, reiterating that this topic has been discussed with member agencies on several occasions.

Other considerations identified and discussed were ownership of the model, updates to the software and hardware, regular maintenance and use of the model, who has responsibility for water quality, and integration with existing models already in place and use. Mr. Seckel responded that Metropolitan Water District is responsible for water quality in their system but their system does not cover all portions of Orange County and that MWDOC would own the model which would be made available to interested member agencies on a contract basis.

Paul Weghorst, Irvine Ranch Water District, expressed support for building the model but additional discussions would be necessary with the member agencies to develop a cost recovery plan for interested agencies. Mike Markus reported that Orange County Water District is not in support of having the hydraulic model as a core project and has concerns about additional costs not identified in the proposal by Black and Veatch. Dan Ferons, Santa Margarita Water District expressed support for proceeding with building the model, including a cost recovery plan/calculation, and Rick Shintaku, South Coast Water District, also expressed support to include a cost recovery component. Director Chuck Gibson, Santa Margarita suggested that full cost recovery be shared by participants, and that the model not be considered as a core project by MWDOC, and that cost considerations for the current COVID-19 situation should be evaluated.

Upon MOTION by Director Dick, , seconded by Director McVicker and carried (3-0) the Committee recommended the Board approve "Option 1" (proceed with building and calibrating an OC Regional Distribution System Hydraulic model without a "cost recovery" aspect to repay MWDOC's general fund over time for the investment made). This item will be presented to the Board on May 20, 2020. The vote was taken via roll call and Directors McVicker, Yoo Schneider and Dick all voted in favor.

DISCUSSION ITEMS

ECONOMIC BENEFIT STUDIES TO SUPPORT DECISION-MAKING FOR LOCAL PROJECTS SERVING ORANGE COUNTY

Upon MOTION by Director Dick, seconded by Director Yoo Schneider, and carried (3-0), the Committee deferred this item until the June 1, 2020 Planning & Operations Committee meeting. A roll call vote was taken, with Directors McVicker, Dick, and Yoo Schneider all voting in favor.

UPDATE ON COVID-19 RELATED ITEMS

Director of Emergency Management, Vicki Osborn, reported that the focus has been on discussions with the member agencies on business resumption. Mr. Hunter added that staff

returning to the office is contingent upon maintaining social distancing and developing a work schedule to supports that. It is anticipated that the Committee and Board meetings will continue online via Zoom.

INFORMATION ITEMS

COLORADO RIVER SALINITY ECONOMIC IMPACT MODEL (SEIM UPDATE)

Mr. Seckel noted that some member agencies have expressed concern with the TDS levels and that the model has not been updated since 1999. Comments and concerns have been relayed to Metropolitan Water District via MWDOC staff and comments made to MET were outlined in the written staff report.

STATUS REPORTS

- a. Ongoing MWDOC Reliability and Engineering/Planning Projects
- b. WEROC
- c. Water Use Efficiency Projects

The status reports were received and filed.

REVIEW OF ISSUES RELATED TO CONSTRUCTION PROGRAMS, WATER USE EFFICIENCY, FACILITY AND EQUIPMENT MAINTENANCE, WATER STORAGE, WATER QUALITY, CONJUNCTIVE USE PROGRAMS, EDUCATION, DISTRICT FACILITIES, and MEMBER-AGENCY RELATIONS

No information was presented.

ADJOURNMENT

There being no further business before the Committee, the meeting adjourned at 10:06 a.m.

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Jointly with the
ADMINISTRATION & FINANCE COMMITTEE
May 13, 2020 – 8:30 a.m. to 11:07 a.m.

In accordance with Executive Order N-25-20 issued by Governor Newsom on March 4, 2020, the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

A&F Committee:

Director Jeff Thomas, chair
Director Joan Finnegan
Director Larry Dick

Staff:

Rob Hunter, Maribeth Goldsby, Cathy Harris,
Katie Davanaugh, Melissa Baum-Haley,
Hilary Chumpitazi, Damon Micalizzi,
Karl Seckel, Tiffany Baca, Heather Baez,
Bryce Roberto, Beth Fahl, Joe Berg,
Charles Busslinger, Chris Lingad,
Kevin Hostert, Pari Francisco,
Michelle DeCasas, Christina Hernandez,
Harvey De La Torre, Traci Muldoon,
Mary Snow, Jeff Stalvey

Also Present:

Director Sat Tamaribuchi
Director Larry Dick
Director Brett Barbre
Director Joan Finnegan
MWDOC MET Director Linda Ackerman
MWDOC MET Director Larry McKenney

Joe Byrne, MWDOC legal counsel, BBK
Rupert Barnett, Cal State Fullerton
Kristy Khachigian, consultant
Kay Havens, El Toro Water District
Joe Vergara, El Toro Water District
Dennis Cafferty, El Toro Water District
Mark Monin, El Toro Water District
Doug Reinhart, Irvine Ranch Water District
Paul Weghorst, Irvine Ranch Water District
Peer Swan, Irvine Ranch Water District
Jim Atkinson, Mesa Water District
Don Froelich, Moulton Niguel Water District
Mike Markus, Orange County Water District
Saundra Jacobs, Santa Margarita Water Dist.
Dan Ferons, Santa Margarita Water District
Brook Jones, Yorba Linda Water District

Director Thomas called the meeting to order at 8:30 a.m.

In accordance with Executive Order N-25-20 issued by Governor Newsom on March 4, 2020, the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

PUBLIC COMMENTS

No comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

General Manager Hunter advised that the PARS statement (item 1g), budget presentation (item 5) and a comment letter from Irvine Ranch Water District on the MWDOC budget were distributed to the Board and made available to the public.

Directors Thomas and Finnegan extended congratulations to Director Barbre on his appointment as General Manager at Yorba Linda Water District.

Secretary Goldsby conducted a roll call attendance of the Committee members with Directors Thomas, Finnegan and Dick acknowledging attendance for the Committee; and Directors Tamaribuchi, McVicker, Yoo Schneider, and Barbre were also present.

PROPOSED BOARD CONSENT CALENDAR ITEMS

TREASURER'S REPORT

- a. Revenue/Cash Receipt Report – April 2020
- b. Disbursement Approval Report for the month of May 2020
- c. Disbursement Ratification Report for the month of April 2020
- d. GM Approved Disbursement Report for the month of April 2020
- e. Water Use Efficiency Projects Cash Flow – April 30, 2020
- f. Consolidated Summary of Cash and Investment – March 2020
- g. OPEB and Pension Trust Fund monthly statement

Upon MOTION by Director Dick, seconded by Director Finnegan and carried (3-0), the Committee recommended approval of the Treasurer's Report at the May 20, 2020 Board meeting. The vote was taken via roll call and Directors Finnegan, Thomas and Dick all voted in favor.

FINANCIAL REPORT

- a. Combined Financial Statements and Budget Comparative for the Period ending March 31, 2020
- b. Quarterly Budget Review

Upon MOTION by Director Dick, seconded by Director Finnegan and carried (3-0), the Committee recommended approval of the Financial Report at the May 20, 2020 Board meeting. The vote was taken via roll call and Directors Thomas, Finnegan and Dick all voted in favor.

DISCUSSION ITEMS**DISCUSSION RE POSSIBLE AMENDMENTS TO ADMINISTRATIVE CODE AS RECOMMENDED BY DIRECTOR BARBRE (INCLUDING LEGAL ANALYSIS)**

Director Barbre reviewed the three proposed amendments as outlined in the written staff report which were to (1) add Section 1500(A)(4) stating that when a MWDOC MET Director leaves the MWDOC Board, they shall forfeit their position as a MET Director; (2) delete Section 1307(a)(8) - General Manager has the authority to remove or prohibit an item that has passed through a Committee from being presented to the full board (only with the concurrence of the Committee Chair), and (3) renumbering as a result of the deletion. Considerable discussion was held at the April A&F meeting with the request that legal counsel provide a legal opinion on the item. The legal opinion was included in the packet.

Director Barbre suggested the addition of Section 1500(A)(4) be removed from his request; the Committee concurred.

Discussion ensued regarding the deletion of Section 1307(a)(8) and recommended this Section be deleted and the remainder of the Administrative Code sections to be renumbered accordingly.

Upon MOTION by Director Finnegan, seconded by Director Dick, and carried (3-0), the Committee recommended no changes to Section 1500(A)(4), deletion of Section 1307 (A)(8), and renumbering of the Administrative Code. This item was referred to the May 20, 2020 Board meeting for approval. Directors Thomas, Finnegan, and Dick all voted in favor via roll call vote.

ACTION ITEMS**ANNUAL REVIEW AND UPDATES TO THE INVESTMENT POLICY AND GUIDELINES**

Upon MOTION by Director Dick, seconded by Director Finnegan and carried (3-0), the Committee recommended the Board reaffirm the District's Investment Policy and Guidelines as adopted on May 15, 2019 (no changes) at the May 20, 2020 Board meeting. Directors Thomas, Finnegan, and Dick all voted in favor via roll call vote.

FY 2020-21 FOURTH DRAFT BUDGET – 2ND REVIEW

Director Thomas noted that the budget has had rigorous discussion at recent MWDOC Committee and Board meetings, as well as discussions and input from the member agency managers' meeting.

Mr. Hunter provided a presentation that included the timeline of discussions thus far regarding the budget process for the 2020-21 budget. The 4th draft budget proposes a \$0.05 decrease in the retail meter charge and the groundwater charge was also reduced. Mr. Hunter provided a listing of the changes from the previous version which were outlined in the staff report, noting that memberships and conferences were reduced and expected due to COVID. Additionally, the Hydraulic Model will continue as a core item as it is presently budgeted under the current fiscal year. The Board may or may not approve a cost recovery element.

The Committee held continued discussion about further reducing travel expenses for at least through the second quarter of the new fiscal year, noting that many conferences have been cancelled due to COVID-19. Adjustments will be made accordingly during the year, as necessary, as new information is available.

Comments from member agencies were as follows: Paul Weghorst, Irvine Ranch Water District reiterated concerns outlined in the IRWD comment letter, requesting a cost recovery component in the Hydraulic Model and funding from reserves (not a core project) and noted concerns with moving forward with the MWDOC Economic Benefit Study. Dan Ferons, Santa Margarita Water District, suggested that any unknown or unresolved issues could be utilized from reserves and cautioned that unknown economic times due to COVID should be taken into consideration. Sandra Jacobs (SMWD) and Mike Markus (OCWD) suggested that the MWDOC Board consider utilizing reserves for the Hydraulic Model Study and as a way to reduce rates.

Discussion returned to the Hydraulic Model as there was controversy with some member agencies at the April A&F meeting with whether it would be a core item or funded out of reserves, and what cost recovery options would be considered. Director Tamaribuchi expressed support for a cost recovery option for the Hydraulic Model Project. Directors Tamaribuchi and Yoo Schneider reiterated that a cost recovery component should be considered and possibly funded from reserves; Director Dick expressed support for moving forward with the study as a core item at this time and not reserves; Director Finnegan expressed support for a cost recovery component and utilizing the model from reserves; and Director Thomas expressed support for utilizing reserves for funding the model.

The Committee reviewed memberships and organizations, as presented as Exhibit G in the staff report and held discussion on costs for membership versus conference registration. The memberships will be further reviewed at the May 20th Board meeting prior to approval.

MOTION was made by Director Thomas to remove 2nd quarter travel, using reserves for the Hydrologic Model (and include a 20% cost recovery option), and present a Fifth draft Budget to the Board for consideration. This MOTION was seconded by Director Finnegan and carried (2-1). This item will be presented to the Board on May 20, 2020. A roll call vote was taken with Directors Thomas and Finnegan voting in favor and Director Dick opposed; Director Dick opposed as he prefers the Hydraulic Model to be considered a core item in the budget..

PROPOSED MWDOC WATER RATE RESOLUTION FOR FISCAL YEAR 2020-21

Mr. De La Torre noted that the retail meter charge amount reflected in the proposed resolution and staff report will be adjusted accordingly, prior to the May 20th Board meeting, taking into consideration the reductions discussed in the budget discussion.

Upon MOTION by Director Dick, seconded by Director Finnegan and carried (2-1), the Committee referred the 2020-21 Water Rate Resolution to the May 20, 2020 Board meeting for consideration. The vote was taken via roll call with Directors Finnegan and Thomas voting in favor, Director Dick opposed.

Dan Ferons, Santa Margarita Water District, thanked staff for their efforts in negotiating the budget discussions.

ADOPTION OF MWDOC ORDINANCE TO ESTABLISH CLASSES OF WATER SERVICE AND TERMS AND CONDITIONS OF WATER SERVICE WITHIN THE DISTRICT

Harvey De La Torre noted that discussions with member agencies were taken into consideration in preparing the Ordinance and legal counsel has reviewed recent revisions.

Upon MOTION by Director Thomas, seconded by Director Dick and carried (3-0), the Committee recommended the Adoption of the MWDOC Ordinance to Establish Classes of Water Service and Terms and Conditions of Water Service Within the District be forwarded to the May 20, 2020 Board meeting for consideration, per the staff recommendation. The vote was taken via roll call with Directors Thomas, Finnegan and Dick all voting in favor.

INFORMATION ITEMS**STATUS UPDATE RE OFFICE CONSTRUCTION/REHAB/SEISMIC RETROFIT**

Charles Busslinger reviewed the schedule of recent activity, noting that the construction should be completed by July 2021. He also noted that a majority of the rehab pertains to the seismic retrofit. Construction costs have been updated to be \$2.5 million. Asbestos mitigation will be a consideration during the rehab to ensure the safety of all employees who will be working remotely at that time.

DEPARTMENT ACTIVITIES REPORTS

- a. Administration
- b. Finance and Information Technology

MONTHLY WATER USAGE DATA, TIER 2 PROJECTION, AND WATER SUPPLY INFORMATION

The informational reports were received and filed.

OTHER ITEMS**REVIEW ISSUES REGARDING DISTRICT ORGANIZATION, PERSONNEL MATTERS, EMPLOYEE BENEFITS FINANCE AND INSURANCE**

No items were presented.

ADJOURNMENT

There being no further business brought before the Committee, the meeting was adjourned at 11:07 p.m.

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

Jointly with the
PUBLIC AFFAIRS AND LEGISLATION COMMITTEE

May 18, 2020 – 8:30 a.m. – 9:58 a.m.

In accordance with Executive Order N-25-20 issued by Governor Newsom, the meeting was held via the Zoom Webinar application; all Brown Act requirements

Committee:

Director Yoo Schneider, Chair
Director Barbre
Director McVicker

Staff:

Rob Hunter, Karl Seckel, Heather Baez,
Damon Micalizzi, Sarah Wilson,
Tina Dubuque, Joe Berg,
Melissa Baum-Haley, Maribeth Goldsby,
Michelle DeCasas, Pari Fernandez, Christina
Hernandez, Tiffany Baca, Vicki Osborn

Also, Present:

Director Sat Tamaribuchi
Director Larry Dick
Director Jeff Thomas
Director Joan Finnegan
Linda Ackerman, MWDOC MET Dir.
Larry McKenney, MWDOC MET Dir.
Ryan Leavitt, Barker Leavitt
James Barker, Barker Leavitt
Dick Ackerman, Ackerman Consulting
Tony Solorzano – Discovery Cube
Syrus Devers, BBK
Tim Kearns, Hashtag Pinpoint
Alicia Dunkin, OCWD
John Kennedy, OCWD
Joe Byrne, BBK
Christine Compton, IRWD
Brad Reese, Serrano WD

Liz Mendelson, SDCWA
Adrian Hightower, MET
Saundra Jacobs, SMWD
Steve LaMar, IRWD
Jim Leach, SMWD
John Lewis, Lewis Consulting
Mike Markus, OCWD
Joey Soto, Soto Resources
Fernando Paludi, Trabuco Canyon WD
Frank Prewoznik, IRWD
Doug Reinhart, IRWD
Charles Gibson, SMWD
Peer Swan, IRWD

Director Yoo Schneider called the meeting to order at 8:32 a.m.

Secretary Goldsby conducted a roll call of the attendance of the Committee members with Directors Yoo Schneider, Barbre and McVicker being present as well as Directors Tamaribuchi, Finnegan, Thomas and Dick.

Chairperson Yoo Schneider outlined Zoom protocols in an effort to assist in keeping the meeting running smoothly.

PUBLIC PARTICIPATION

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

No items were distributed.

DISCUSSION ITEMS**LEGISLATIVE ACTIVITIES****a. Federal Legislative Report (Barker Leavitt)**

Mr. Jim Barker started by stating most states are beginning to ease restrictions on the COVID-19 Stay at Home orders and many states are beginning the process of reopening.

Mr. Barker went on to share that on Friday, May 15, 2020 there was a significant vote that allows remote voting and remote activity for the House of Representatives. The final package allows for 45-day special exemptions to conducting business in person. It will allow committees to conduct committee business remotely and allow House members to vote remotely on the House floor.

Mr. Ryan Leavitt began by reminding the Committee that MWDOC sent a letter to the Orange County Congressional delegation, Congressional leadership and several committee chairs and ranking members. This letter urged them to include several priorities including relief for Special Districts, revenue relief, water infrastructure investments and the extension of payroll tax relief.

Mr. Leavitt covered the House's version of Phase 4, a \$3 trillion COVID-19 Relief bill referred to as the HEROES Act. The largest chunk of this federal spending bill is to aide state and local governments however, special districts are not eligible to receive direct funding through this proposal. The bill did include \$150 Billion that would go towards compensating water districts and other utilities for a moratorium on disconnections and terminations for non-payment of their customers. Absent was any language regarding infrastructure investment.

Mr. Leavitt provided a brief update on Perfluorooctanoic acid (PFAS/PFOS). He stated that the Senate Armed Services Committee would mark up the bill on June 10 but it is not clear what PFAS provision would be included in the Senate's version of the bill.

This report was received and filed.

b. State Legislative Report (BBK)

Mr. Syrus Devers covered three bills specifically related to COVID-19. These bills relate to unemployment compensation – they presume that if you come down with COVID-19, it will assume you contracted it on the job and therefore are covered under workers compensation insurance program. This would have a large impact on the unemployment insurance fund.

In addition, Mr. Devers stated that three bills that MWDOC is supporting have moved forward. They are:

- SB 862 (Dodd): Planned power outage: public safety
- AB 2178 (Levine): Emergency services.
- AB 2560 (Quirk): Water quality: notification and response levels: procedures.

This report was received and filed.

c. County Legislative Report (Lewis)

Mr. John Lewis provided an overview of his report. At the May LAFCO meeting the Commission adopted their 2020-2021 budget. At the May 19 County Board of Supervisors meeting, there will be discussion on what route to take on distributing some of the CARES Act money to assist small businesses in Orange County.

This report was received and filed.

d. Legal and Regulatory Report (Ackerman)

Mr. Dick Ackerman shared information from an article in the *LA Times* regarding Mt. Saint Helens. He stated that when Mt. Saint Helens erupted 40 years ago, much of the debris landed in Spirit Lake (which currently holds approximately 73 billion gallons of water). The only thing holding down the lake right now is the debris that washed down from Mount St. Helens and if the lake walls fail, it will disable most of the ports along the Columbia River.

Chair Yoo Schneider commented on Item 7 regarding flushing issues. She noted that while some wipes are designed to decompose in our systems, they do not decompose by the time they get to the water treatment plants and that has been part of the challenges. She posed the question, what designates something as flushable? General rule of thumb is to avoid flushing anything other than toilet paper into the toilet.

This report was received and filed.

e. MWDOC Legislative Matrix

This report was received and filed

f. Metropolitan Legislative Matrix

This report was received and filed.

ACTION ITEMS**TRAVEL TO WASHINGTON DC TO COVER FEDERAL ADVOCACY INITIATIVES**

Upon MOTION BY Director Barbre, seconded by Director McVicker, and carried (3-0), the Committee recommended the Board review the travel expenses and ratify as reported. A roll call vote was taken, with Directors Yoo Schneider, Barbre and McVicker voting in favor. This item will be presented to the Board on May 20, 2020.

TRAVEL TO SACRAMENTO TO COVER STATE ADVOCACY INITIATIVES

Upon MOTION BY Director Barbre, seconded by Director McVicker, and carried (3-0), the Committee recommended the Board review the travel expenses and ratify as reported. A roll call vote was taken, with Directors Yoo Schneider, Barbre and McVicker voting in favor. This item will be presented to the Board on May 20, 2020.

RENEWAL OF CONTRACT WITH SOTO RESOURCES FOR GRANT TRACKING AND ACQUISITION SERVICES

General Manager Hunter inquired if Government Affairs Manager Heather Baez had anything additional to add to the report. Ms. Baez stated that we have had success over the last two years with Soto Resources. In an effort to make the program more user friendly for MWDOC and its member agencies, staff is proposing an additional service added to the contract. This additional service would be a conference call every other month with MWDOC and its member agencies. The member agencies would be able to hear about updates to the report, make any notations of project status changes, add or remove projects from the list. This will enable Soto Resources to ensure the list is always up-to-date and accurate, while also providing an easy resource for MWDOC and its member agencies to receive new information on grants.

Director Yoo Schneider stated that she is very supportive of the addition of the bi-monthly grants conference call. She stated the memo was extremely thorough in covering the opportunities and activities that have taken place to date and the potential for additional opportunities. The addition of a bi-monthly conference call will provide a value to MWDOC Member Agencies in terms of available opportunities.

Upon MOTION by Director Barbre, seconded by Director McVicker, and carried (3-0), the Committee recommended the Board renew the professional services contract with Soto Resources to provide grant tracking, writing (upon request) and acquisition. A roll call vote was taken, with Directors Yoo Schneider, Barbre and McVicker voting in favor. This item will be presented to the Board on May 20, 2020.

AB 2107 (RODRIGUEZ & GRAY) – LOCAL GOVERNMENTS: SECURITIZED LIMITED OBLIGATION NOTES

Director Barbre asked for confirmation that the letter would come from the Board President. Government Affairs Manager Heather Baez responded affirmatively.

Upon MOTION by Director Barbre, seconded by Director McVicker, and carried (3-0), the Committee recommended the Board vote to adopt a support position on AB 2107 (Rodriguez & Gray), and send a letter in support to the author and the California Special Districts Association (CSDA). A roll call vote was taken, with Directors Yoo Schneider, Barbre and McVicker voting in favor. This item will be presented to the Board on May 20, 2020.

SB 1386 (MOORLACH) – PROTECTING FIRE HYDRANT SYSTEM FUNDING

Upon MOTION by Director Barbre, seconded by Director McVicker, and carried (3-0), the Committee recommended the Board vote to adopt a support position on SB 1386 (Moorlach), and join the sponsors' coalition letter. A roll call vote was taken, with Directors Yoo Schneider, Barbre and McVicker voting in favor. This item will be presented to the Board on May 20, 2020.

POTENTIAL ACTION REGARDING THE REPLACEMENT OF MWDOC AND METROPOLITAN DIRECTOR

A lengthy discussion ensued regarding Director Barbre's appointment as Yorba Linda Water District's General Manager, and the associated vacancies to both the MWDOC Division 1 and MET Director positions as a result of this appointment (specifically relating to the effective dates of his resignation from both Boards).

Director Barbre stated that he would be resigning his seat on the MET Board effective May 26, 2020 and he will be resigning his seat on the MWDOC Board on June 26, 2020 to ensure that his MWDOC position is included on the November 2020 ballot. He went onto to say that he felt that it was important to have regional representation at MET, and that each MET Director represent various areas of MWDOC's service area, with no conflicts of interest. He then recommended that Director McVicker be appointed to the MET Board as his replacement.

Legal Counsel Byrne clarified that June 26 represents the 130th day prior to the election and that if Director Barbre resigns prior to that date, his Board seat will be placed on the November 2020 ballot, and after that date the Board would either need to hold a special election, or appoint a replacement to fill the vacancy through end of Director Barbre's term (November 2022).

President Tamaribuchi asked Director Barbre when he would be assuming the job as General Manager at the Yorba Linda Water District. Director Barbre's reply was that he was not certain; the details on the contract were still being worked out, but more than likely within the next two weeks.

Legal Counsel Byrne reminded Director Barbre that the MWDOC Administrative Code prohibits MWDOC Directors and MET Directors from holding incompatible offices (including a General Manager of a member agency) and requiring that upon assumption of an incompatible office, the Board member would immediately forfeit his/her position on both the MWDOC and MET Boards. As a result, the resignation should be simultaneous with the assumption of the General Manager position. Mr. Byrne stated that he has received questions on this issue from the public and wanted to clarify. He also clarified that the Administrative Code states that in the case of a violation the District shall take all actions

necessary to enforce Government Code 1099 relating to Incompatibility of Office for elected officials.

Director Peer Swan from the Irvine Ranch Water District congratulated Director Barbre on his new position and inquired as to what the costs would be (to the water community) if the District needed to seek assistance from the Attorney General to enforce Government Code 1099.

In response, Director Barbre stated that the Administrative Code (Admin Code) is specific about the handling of the MET Director position, which outlines the Incompatibility of Office issue and states that at any time, with four votes, the MWDOC Board can remove a MET Director for any reason. He noted, however that regardless of the Administrative Code, MWDOC cannot remove an elected official; only the voters, through recall, or the Attorney General (AG) can make that removal. He stated that there would be no cost or risk to MWDOC. He also stated that the legal opinion that the offices are incompatible is just an opinion.

Legal Counsel agreed that it is just an opinion, and clarified that the mechanism to remove a Director who is violating the incompatibility of office doctrine is by requesting that the AG or District Attorney bring an action to do so. A request can be made by any individual and in this case, because the Administrative Code states that the Board shall enforce Government Code 1099, the Board could make that request. If Director Barbre were to continue on the MWDOC and MET Boards after his appointment to the General Manager position at Yorba Linda becomes final, legal counsel's opinion is that he would technically be in violation of the Administrative Code and Government Code 1099. However, he stated that a Director could only be removed by order of the court.

Director Dick inquired if there was going to be a methodology established, a sub-committee appointed or would the Executive Committee decide on the criteria for replacing the MET Director after Director Barbre's departure. He also inquired if this would be a good time to formalize the process for a replacement on the MWDOC Board.

President Tamaribuchi advised that following Board discussion on this matter (on May 20, 2020), he would meet with Director Dick (Chair of the MWDOC/MET delegation) to discuss the issue, and make a recommendation with respect to the process of appointing a new MWDOC MET Director. It was suggested that Board members provide questions/input to the Board on May 20, 2020.

MET Director Linda Ackerman stated that even in Director Barbre's absence, MWDOC's voting would not be affected at MET.

INFORMATION ITEMS

MWDOC EDUCATION INITIATIVES

Adrian Hightower, a representative from the Metropolitan Water District (MET) spoke expressing their excitement that MWDOC was able to take Leadership of the Water Energy Education Alliance (WEEA). He stated it's something that they have been working on for a while that focuses on career technical education essentially creating a pathway and a pipeline between high schools, community colleges, trade schools, universities and

programs in the water industry. It is critical for job training. One of the reasons that MET is excited about MWDOC taking the lead on this is because of the unique critical mass of opportunities within Orange County.

This report was received and filed.

PUBLIC AND GOVERNMENT AFFAIRS ACTIVITIES REPORT

This report was received and filed.

OTHER ITEMS

REVIEW ISSUES RELATED TO LEGISLATION, OURTREACH, PUBLIC INFORMATION ISSUES, AND MET.

ADJOURNMENT

There being no further business brought before the Committee, Director Yoo Schneider adjourned the meeting at 9:58 a.m.

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
jointly with the
EXECUTIVE COMMITTEE
May 21, 2020, 8:30 a.m. to 8:51 a.m.
Zoom Webinar Application

Committee:

Director Tamaribuchi, President
Director Finnegan, Vice President
Director Barbre, Immediate Past Pres.

Staff:

R. Hunter, M. Goldsby

Also Present:

Director Yoo Schneider
Director Thomas
Director McVicker
Director Dick
MWDOC MET Director Larry McKenney
Peer Swan, IRWD
Doug Reinhart, IRWD
Jim Leach, SMWD
Greg Mills, Serrano Water District
Al Nederhood, YLWD
Dick Ackerman, Ackerman Consulting
Rupert Barnett

At 8:30 a.m., President Tamaribuchi called the meeting to order via the Zoom Webinar application (pursuant to the Governor's Executive Order due to the spread of the COVID-19 virus, the meeting was conducted via Zoom). Secretary Goldsby called the roll.

PUBLIC PARTICIPATION

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

At the beginning of the meeting, Staff distributed the draft agendas for the upcoming month.

EXECUTIVE COMMITTEE PROPOSALS FOR FUTURE AGENDAS

The Committee reviewed and discussed the draft agendas for each of the meetings and made revisions/additions as noted below.

a. Planning & Operations Committee

The Committee requested that the approval of the AMP Capacity Flow Waivers for YLWD and EOCWD (due to PFAS impacts to wells) be added to the agenda (action item).

b. Workshop Board Meeting

No new items were added to the agenda.

c. Planning & Operations Committee Meeting

No new items were added to the agenda.

d. Administration & Finance Committee meeting

No new items were added to the agenda.

e. Public Affairs & Legislation Committee

Director Dick highlighted a recent *LA Times* editorial regarding the MET General Manager recruitment process and suggested an item be added to the agenda regarding the District's outreach program. The Committee added a discussion regarding the District's media program to the agenda.

f. Executive Committee

No new items were added to the agenda.

DISCUSSION REGARDING UPCOMING ACTIVITIES OF SIGNIFICANCE

General Manager Hunter advised that several member agency managers' meetings were held over the last month to discuss the budget and other issues, including MWDOC's role, core/choice program process, and the scope of the Economic Benefits Study.

MEMBER AGENCY RELATIONS

Mr. Hunter noted that the additional member agency managers' meetings would continue to be held 2-3 times per month to improve communications and study issues.

GENERAL MANAGER'S REPORTS

No new items were presented.

REVIEW AND DISCUSS DISTRICT AND BOARD ACTIVITIES

President Tamaribuchi announced that he appointed the following individuals to a Special MET Director Selection Committee (per the Administrative Code) to review and recommend an appointment to the President and Board: (1) Larry Dick (Chair), (2) Joan Finnegan, (3) Linda Ackerman, and (4) Larry McKenney.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 8:51 a.m.

MEETING REPORT
JOINT PLANNING COMMITTEE WITH BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY and
ORANGE COUNTY WATER DISTRICT
April 22, 2019 - 8:30 a.m. – 9:23 a.m.
MWDOC Conference Room 101

MWDOC DIRECTORS

Brett R. Barbre
Larry Dick
Bob McVicker
Joan C. Finnegan
Satoru Tamaribuchi
Jeffery M. Thomas
Megan Yoo Schneider

OCWD DIRECTORS

Cathy Green
Tri Ta
Roger Yoh
Dina Nguyen (absent)
Denis Bilodeau
Kelly Rowe
Vicente Sarmiento (absent)
Jordan Brandman
Ahmad Zahra (absent)
Steve Sheldon (absent)

MWDOC STAFF

Rob Hunter
Karl Seckel
Maribeth Goldsby
Harvey De La Torre
Melissa Baum-Haley
Damon Micalizzi
Chris Lingad
Kevin Hostert
Charles Busslinger
Joe Berg
Cathy Harris

OCWD STAFF

Mike Markus
John Kennedy
Adam Hutchinson

ALSO PRESENT

Linda Ackerman
Larry McKenney
Kay Havens
Peer Swan
Steve LaMar
Paul Wehorst
Jim Atkinson
Paul Shoenberger
Don Froelich
Laura Rocha
Chuck Gibson
Saundra Jacobs
Dan Ferons
Jim Leach

MWDOC MET Director
MWDOC MET Director
El Toro Water District
Irvine Ranch Water District
Irvine Ranch Water District
Irvine Ranch Water District
Mesa Water
Mesa Water
Moulton Niguel Water District
Moulton Niguel Water District
Santa Margarita Water District
Santa Margarita Water District
Santa Margarita Water District
Santa Margarita Water District

Brooke Jones
Wayne Miller
Al Nederhood
Scott Maloni
Peter MacLaggan
Kristy Khachigian
Rupert Barnett
Sini Harvo

Yorba Linda Water District
Yorba Linda Water District
Yorba Linda Water District
Poseidon Resources
Poseidon Resources
Kristy Khachigian Consulting

MWDOC President Tamaribuchi chaired the meeting. In accordance with Governor Newsom's Executive Order, the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

PUBLIC COMMENTS

Director Jim Atkinson (Mesa Water) thanked both Boards for their assistance as hosts to the WACO meetings, via the Zoom Webinar application.

IMPORTED WATER SUPPLY UPDATE

MWDOC Water Resources Analyst Kevin Hostert updated the Boards on the current imported water supply conditions, highlighting the Northern California accumulated precipitation, and the current Table "A" allocation of 15%.

STATUS OF OCWD GROUNDWATER BASIN

OCWD Executive Director of Engineering and Water Resources John Kennedy updated the Committee on the status of OCWD operations, which included updates on the Prado Dam operations, and the OCWD groundwater basin accumulated overdraft. Mr. Kennedy advised that, due to the PFAS issues, OCWD would only be purchasing 32,000 acre-feet of untreated imported water (although they budgeted to purchase 65,000 acre-feet), and that OCWD will not be purchasing any replenishment water in the 2020/21 year.

CAMPUS IMPROVEMENTS

OCWD Executive Director of Engineering and Water Resources John Kennedy advised that the plans for a perimeter fence around the District offices are currently being processed by the City of Fountain Valley, and that he anticipates installation by the fall of 2020.

MWDOC General Manager Rob Hunter advised that the City of Fountain Valley has provided verbal approval to MWDOC's plans regarding the office remodel, noting that once the permits are issued, construction procurement(s) will be presented to the Board for consideration.

MOULTON NIGUEL WATER DISTRICT PILOT STORAGE PROGRAM STUDIES UPDATE

Mr. Kennedy advised that drafts of the two studies to explore storage opportunities for MNWD originally scheduled to have been released in May, have been delayed and that he anticipates the release within two months.

UPDATE RE OC WATER SUMMIT

It was noted that the 2020 OC Water Summit was cancelled, and that June 4, 2021 had been secured with the Disney Grand Californian hotel.

POSEIDON UPDATE

Mr. Kennedy advised that the Regional Water Quality Control Board (RWQCB) workshop scheduled in March, was rescheduled to May 15, 2020, via the Zoom Webinar application. He advised that a final decision by the RWQCB is anticipated by July 31, 2020, which would put the issue before the Coastal Commission in early fall.

2020 COMMITTEE MEETINGS SCHEDULE

It was noted that the remaining 2020 MWDOC/OCWD Joint Planning Committee meetings would be held on July 22 and October 28.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 9:23 a.m.

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

WATER REVENUES

Date	From	Description	Amount
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
TOTAL WATER REVENUES			\$ 9,237,174.53

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

MISCELLANEOUS REVENUES

Date	From	Description	Amount
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>
Core Expenditures:		
	ABSG Consulting Inc.	
5106417	April 2020 Owner's Representative preconstruction, plan check and bidding services for MWDOC office remodel	25,671.50
	*** Total ***	25,671.50
	Richard C. Ackerman	
1280	May 2020 Consulting on legal and regulatory matters	2,575.00
	*** Total ***	2,575.00
	Agendum Ventures	
1123	Services to design OC Water special insert for publication in OC Register	10,000.00
	*** Total ***	10,000.00
	Aleshire & Wynder LLP	
56866	April 2020 Legal services	108.50
	*** Total ***	108.50
	Alliant Insurance Services, Inc.	
1354773	7/1/20-7/1/21 Workers' Compensation insurance	33,299.67
	*** Total ***	33,299.67
	Barker Leavitt PLLC	
105-0520	May 2020 Federal legislative advocacy services	8,000.00
	*** Total ***	8,000.00
	Best Best and Krieger LLP	
876065	April 2020 State legislative advocacy services	8,406.05
55401-APR20	April 2020 Legal services	18,833.60
	*** Total ***	27,239.65
	California Newspapers Partnership	
0000481172	OC Register publication for Compensation Ordinance	1,590.00
	*** Total ***	1,590.00
	CDW Government	
XWJ6169	Apple iPad and pencil for D. Micalizzi computer loan	1,082.01
	*** Total ***	1,082.01
	Hunter T. Cook	
APR-JUN20	April-June 2020 Retiree medical premium	1,536.00
	*** Total ***	1,536.00
	Dissinger Associates	
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>
	Dudek	
202002834	3/28/20-4/24/20 Planning level reliability for South County interconnection	11,526.25
	*** Total ***	11,526.25
	eSkill Corporation	
9176	Testing services for Accountant position	850.00
	*** Total ***	850.00
	GovConnection, Inc.	
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
	Hashtag Pinpoint Corporation	
1241	May 2020 Strategic digital communications consulting services	7,917.00
	*** Total ***	7,917.00
	Herndon Solutions Group LLC	
100009	April 2020 Services to assist with America's Water Infrastructure Act compliance	1,234.16
	*** Total ***	1,234.16
	IDS Group	
17X114.00-6	February-November 2019 Services for office space planning for MWDOC office remodel	5,996.50
	*** Total ***	5,996.50
	Jill Promotions	
10855	MWDOC logo apparel for staff	542.54
	*** Total ***	542.54
	Karen's Detail Custom Frames, LLC	
3136	Custom framing for Director Barbre resolution	136.56
	*** Total ***	136.56
	Lewis Consulting Group	
2020-124	May 2020 Consulting services	3,750.00
	*** Total ***	3,750.00
	Edward G. Means III	
MWDOC-1083	May 2020 Consulting on MET issues and guidance to Engineering staff	1,500.00
	*** Total ***	1,500.00
	Mega Maids Cleaning Service	
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>
	Metropolitan Water District	
46653	FY 2018-19 Operation and maintenance costs for East Orange County Feeder No. 2	855,336.88
	*** Total ***	855,336.88
	National Water Resources Association	
2020-NWRA	2020 Annual membership renewal	525.00
	*** Total ***	525.00
	NDS	
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
	Office Depot, Inc.	
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
	Office Solutions	
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
	Orange County Water District	
21617	April 2020 Postage, shared office and maintenance expense	10,109.54
	*** Total ***	10,109.54
	The Regents of the University of California	
57766245	1st Year of field trials for plants with reduced irrigation	17,500.00
	*** Total ***	17,500.00
	Joey C. Soto	
MWDOC#025	May 2020 Grant research and acquisition assistance	3,000.00
	*** Total ***	3,000.00
	WageWorks, Inc.	
INV2116548	May 2020 Cafeteria plan administration	201.48
	*** Total ***	201.48
	Total Core Expenditures	<u>1,040,518.66</u>

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

Other Funds Expenditures:

	<i>Droplet Technologies LLC</i>	
1123	3,571 Digital signatures for Droplet rebate processing software	7,499.10
	*** Total ***	7,499.10
	<i>GardenSoft Corp</i>	
5604	FY2020/21 and FY2021/22 Licenses for OC Water Smart Gardens website	8,000.00
	*** Total ***	8,000.00
	<i>Herndon Solutions Group LLC</i>	
100009	April 2020 Services to assist with America's Water Infrastructure Act compliance	43,997.54
	*** Total ***	43,997.54
	<i>Mission RCD</i>	
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>
	<i>The Plant Nerd</i>	
5977	May 2020 Services for Landscape Design and Maintenance program	16,950.00
	*** Total ***	16,950.00
	<i>TerraWorks Studio</i>	
MW0006	May 2020 Landscape Design and Maintenance Assistance program	2,365.00
	*** Total ***	2,365.00
	<i>Total Other Funds Expenditures</i>	<hr/> 79,166.64
	<i>Total Expenditures</i>	<hr/> <hr/> 1,120,535.81

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

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
Other Funds Disbursements:				
139659	5/7/20	VERIZO 9853206738	Verizon Wireless April 2020 4G Mobile broadband unlimited service ***Total ***	76.02 76.02
139660	5/15/20	ATTUVEOC 1812-MAY20	AT&T May 2020 U-verse internet service for WEROC N. EOC ***Total ***	53.50 53.50
139662	5/15/20	ATTCALN 000014668137 000014668138	AT&T 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	U.S. Bank 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	Mesa Water District March 2020 Smart Timer Distribution Workshop program ***Total ***	8,000.00 8,000.00
		DRIPPR	Spray to Drip Program	
139678	5/26/20	S2D2-C-SOCO-38708-17389	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
		TURFRP	Turf Removal Program	
139685	5/26/20	TR12-C-SOCO-38708-37606	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>
Core Disbursements:				
139658	5/7/20	SPECTB 0375210050120	Spectrum Business May 2020 Telephone and internet expense ***Total ***	1,441.12 1,441.12
139659	5/7/20	VERIZO 9853206738	Verizon Wireless April 2020 4G Mobile broadband unlimited service ***Total ***	114.03 114.03
139664	5/15/20	CORTBU 7226053 7202609	Cort Business Services Corp. 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	Spectrum Business May 2020 Telephone expense for 3 analog fax lines ***Total ***	109.04 109.04
139675	5/15/20	USBANK 0208/0403/7659-APR20	U.S. Bank 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	Joseph Berg April 2020 Business expenses ***Total ***	123.90 123.90
ACH004768	5/29/20	FINNEG 043020	Joan Finnegan April 2020 Business expense ***Total ***	40.00 40.00
Total Core Disbursements				5,720.37
Choice Disbursements:				
139667	5/15/20	FOUNTA 16455	City of Fountain Valley 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	U.S. Bank 3/24/20-4/22/20 Cal Card charges ***Total *** (See attached sheet for details)	220.93 220.93
Total Choice Disbursements				248.93

**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>
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	Santiago Aqueduct Commission March 2020 SAC Pipeline Operation surcharge	2,833.60
			***Total ***	2,833.60
139707	5/29/20	HARRISD 043020	Daniel Harrison April 2020 Business expense	268.24
			***Total ***	268.24
ACH004772	5/29/20	SANTAM MAR2020	Santa Margarita Water District March 2020 SCP Pipeline Operation surcharge	20,341.04
			***Total ***	20,341.04
WIRE-200529	5/29/20	METWAT 10031	Metropolitan Water District March 2020 Water deliveries	9,069,815.40
			***Total ***	9,069,815.40
			Total Other Funds Disbursements	9,327,500.62
			Total Disbursements	9,333,469.92


Robert J. Hunter, General Manager


Hilary Chumplitazi, Treasurer

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

Date	Description	Amount
<u>Public Affairs Card</u>		
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
	Total	<u>\$ 664.34</u>

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

Date	Description	Amount
<u>K. Seckel Card</u>		
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)
Total		<u>\$ 3,609.67</u>

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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
<u>R. Hunter Card</u>		
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 1
4/6/2020	Best Best and Krieger, LLP Ethics Training webinar on May 21, 2020 - Registration for Director Thomas	75.00 2
4/10/2020	Duplicate credit received from US Bank in error on 1/22/20 has been reversed	795.00
Total		<u>\$ 1,329.00</u>

- 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 ⁽¹⁾
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>
Core Disbursements:				
Total Core Disbursements				-
Choice Disbursements:				
139677	5/22/20	YORBAL 051820	Yorba Linda Water District 50% Refund of deposit for Water Loss Control Leak Detection Shared Services ***Total ***	15,290.00 15,290.00
Total Choice Disbursements				15,290.00
Other Funds Disbursements:				
Total Other Funds Disbursements				-
Total Disbursements				<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 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

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%
Total	\$15,663,552	100.00%

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
Total	100.00%	\$15,663,552	\$15,744,802

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
Total Investments	15,555,209.32	15,637,336.82	15,556,087.11	100.00	140	1.733
Cash						
Cash	107,465.35	107,465.35	107,465.35		1	0.00
Total Cash and Investments	15,662,674.67	15,744,802.17	15,663,552.46		140	1.733

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

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 Chumpitazi, Treasurer

Date

06/04/2020

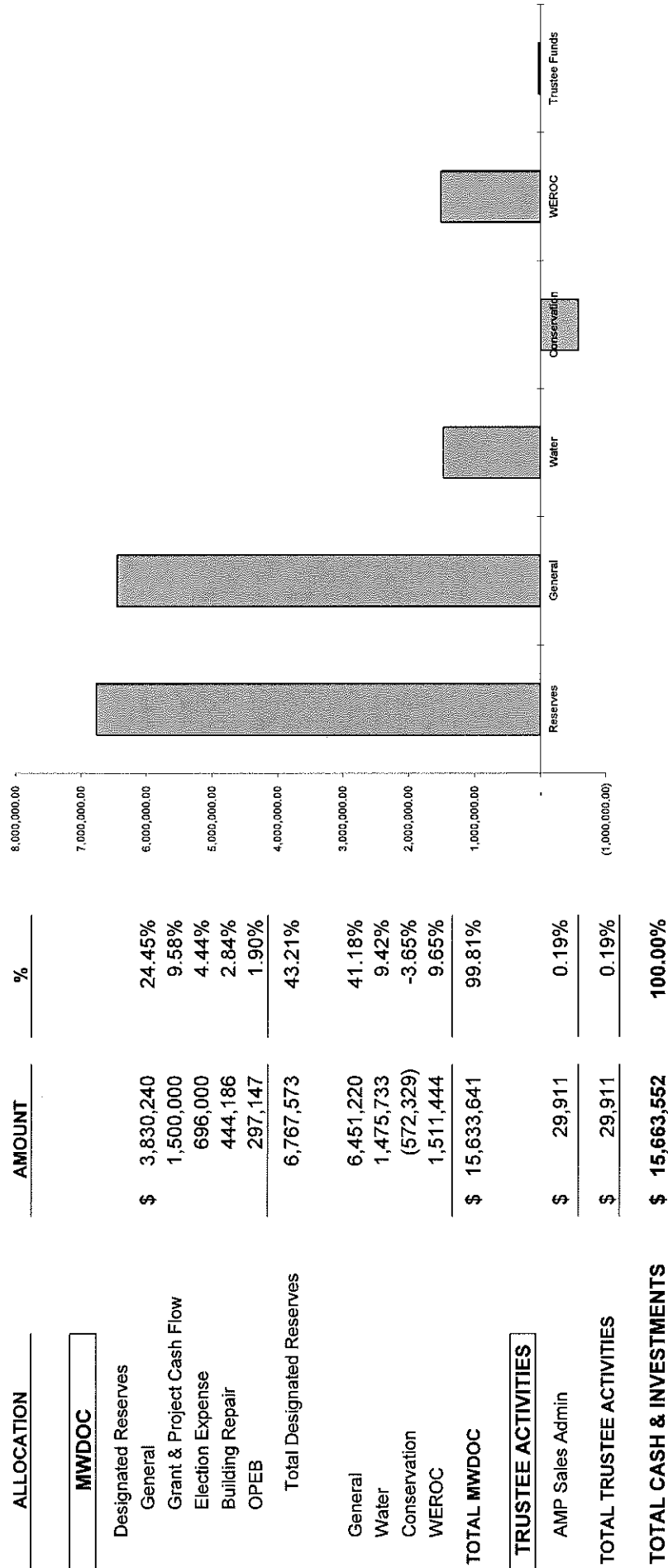
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Short-Term Portfolio Details - Cash and Investments
April 30, 2020

Investments	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
Local Agency Investment Funds									
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	
Orange County Investment Pool									
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		
Cash									
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	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	
Total Earnings									
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
Negotiable Certificate Of Deposit									
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
Sub Total			1,950,000.00	2,037,203.00	1,950,000.00	2.519	2.519	908	
Corporate Bond									
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
Sub Total			1,150,000.00	1,144,924.50	1,150,877.79	2.337	2.341	349	
Total Investments			3,100,000.00	3,182,127.50	3,100,877.79	2.452	2.453	701	
Total Earnings									
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 4/30/2020Rob 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
Totals	\$2,419,034.72	\$0.00	\$166,155.76	\$1,268.60	\$0.00	\$0.00	\$2,583,921.88

Investment Selection

Source	
OPEB	Moderate HighMark PLUS
PENSION	Moderate HighMark PLUS

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

**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
Cash - Beginning Balance	\$ (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)	
REVENUES:													
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
Miscellaneous Revenues													
Miscellaneous													-
Interest Revenue													-
Total Revenues	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
EXPENDITURES:													
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			2,597.15		8,000.00		24,260.55
Multi Family HET Direct			110,600.00		81,000.00	38,300.00	6,500.00	14,788.22	12,538.65	9,236.43			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													84,150.00
SWWD		1,031.68	324.60	220.40	1,045.71	20.00	356.80	133.72	4,042.65	1,837.38	11,960.69		-
TerraWorks Studio													20,953.63
Turf Removal													20.00
Water Savings Incentive Program	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	282,579.97	3,110.00		7,260.00
Water Systems Optimization		5,382.00						147,256.69	109,266.57	27,670.00	211,375.52		1,345,024.76
Miscellaneous Expenses													
Miscellaneous	1,720.00												33,052.00
Interest Expense	2,413.74												29,593.62
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				1,720.00
Total Expenditures	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
Cash - Ending Balance	\$ (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
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**

<u>ASSETS</u>	Amount
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>
TOTAL ASSETS	<u><u>\$37,794,276.88</u></u>
 <u>LIABILITIES AND FUND BALANCES</u>	
Liabilities	
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>
 Fund Balances	
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>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>37,794,276.88</u></u>

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
<u>REVENUES</u>						
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
TOTAL REVENUES	60,166.60	10,299,935.21	10,618,143.00	97.00%	0.00	318,207.79

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
<u>EXPENSES</u>						
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
TOTAL EXPENSES	728,857.79	7,661,823.31	10,618,143.00	72.16%	1,172,677.52	1,783,642.17
NET INCOME (LOSS)	(668,691.19)	2,638,111.90	0.00			

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
<u>WATER REVENUES</u>					
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	<u>1,309.44</u>	<u>17,655.24</u>	<u>20,000.00</u>	<u>88.28%</u>	<u>2,344.76</u>
TOTAL WATER REVENUES	<u>9,619,963.38</u>	<u>130,229,384.58</u>	<u>246,432,996.00</u>	<u>52.85%</u>	<u>116,203,611.42</u>
<u>WATER PURCHASES</u>					
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	<u>22,457.93</u>	<u>276,205.78</u>	<u>350,000.00</u>	<u>78.92%</u>	<u>73,794.22</u>
TOTAL WATER PURCHASES	<u>9,618,653.94</u>	<u>130,211,729.34</u>	<u>246,412,996.00</u>	<u>52.84%</u>	<u>116,201,266.66</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u><u>1,309.44</u></u>	<u><u>17,655.24</u></u>	<u><u>20,000.00</u></u>		

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
Spray To Drip Conversion			
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	
Member Agency Administered Passthru			
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	
ULFT Rebate Program			
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	
HECW Rebate Program			
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	
CII Rebate Program			
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	
Turf Removal Program			
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	
Comprehensive Landscape (CLWUE)			
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)	
Recycled Water Program			
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	
WSIP - Industrial Program			
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	
WUE Projects			
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)	
WEROC			
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	



CONSENT CALENDAR ITEM

June 17, 2020

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors McVicker, Dick & Yoo Schneider)

Robert Hunter
General Manager

Staff Contact: J. Berg, Director of WUE

SUBJECT: Landscape Design and Maintenance Assistance Programs

STAFF RECOMMENDATION

Staff requests the Board authorize the General Manager to increase funding for the Landscape Design and Landscape Maintenance Assistance Programs, using a combination of grant awards and contributions from Metropolitan, in an amount not to exceed \$420,000, through June 30, 2023.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

On June 19, 2019, the Municipal Water District of Orange County (MWDOC) Board of Directors approved reinstatement of the Landscape Design Assistance Program and the addition of a landscape maintenance component, now known as the Landscape Maintenance Assistance Program. Landscape design is one of the biggest barriers for homeowners to overcome when participating in MWDOC's Turf Removal Rebate Program. Our intention is to break down these barriers and help ensure aesthetically appealing landscapes that will be adopted/emulated by others. The Landscape Design and Landscape Maintenance Assistance Programs provide participants with customized landscape designs and maintenance plans to achieve maximum water savings and maintain aesthetically appealing landscapes over time. The Programs are a growing part of our Turf Removal Rebate Program and saw month over month increases in participation since beginning in August 2019.

Budgeted (Y/N): Y	Budgeted amount: \$420,000	Core __	Choice _X_
Action item amount: \$420,000		Line item: Fund No.	
Fiscal Impact (explain if unbudgeted): The proposed design and maintenance assistance will be funded through the Metropolitan Water District Member Agency Administered Program and through grant funds via Proposition 1 DWR.			

Landscape water use accounts for approximately 50 percent of total water use in Orange County, and the water savings potential is relatively untapped. In 2004, the Municipal Water District of Orange County began offering a variety of landscape rebates, starting with Smart Irrigation Timers to promote irrigation scheduling efficiency. This water savings opportunity, pioneered in Orange County, has resulted in quantifiable and reliable savings over time. Since then, we have expanded the opportunities to include low-volume sprinkler nozzles (2007), turf grass removal (2010), spray-to-drip conversions (2014), education, landscape design assistance pilot program (2017), the OC Water Smart Gardens website (2019), and regulations such as landscape ordinances. These efforts focus on both residential and commercial landscapes. Ultimately, we are seeking to establish a transformation of urban landscapes that will better match the water needs to our local climate and available water resources. That said, we are NOT advocating for the complete removal of turf grass; rather, we are advocating for functional turf areas that provide for recreation and other beneficial uses.

DETAILED REPORT

The Landscape Design and Landscape Maintenance Assistance Programs (Programs) provide one-on-one landscape design and maintenance plan assistance to residential property owners. The one-on-one design assistance includes consultation with the homeowner, a planting plan, an irrigation design plan, and a product materials list. The maintenance consultation includes a consultation with the property owner, an irrigation water budget, and a personalized maintenance guide for the existing plant materials for each landscape.

Working with a landscape designer, participants in the Programs select plants they like from a designated list of plants that are well adapted to Orange County's climate. MWDOC's OC Water Smart Gardens website (www.ocwatersmartgardens.com) can help guide participants during this plant selection process. Plant selection is a critical component of the program and is designed to create ownership in developing and maintaining the participant's landscape. Landscape design packages are also developed, where appropriate, to meet the architectural requirements of Homeowner Associations to streamline the HOA approval process.

The Programs are a valuable addition to our Turf Removal Program. Since the relaunch of the Landscape Design and the addition of the Landscape Maintenance component in August 2019, approximately 150 participants have signed up for these programs, with just over 100 receiving their design/maintenance packages, with the remaining 50 still in progress.

A Request for Proposals (RFP) process was conducted in March/April 2019, through which three landscape firms were selected to provide designs and/or maintenance proposals for the Programs: EcoTech Service, Inc., The Plant Nerd, Inc., and TerraWorks Studio. The Board authorized the General Manager to enter into professional services agreements with those three landscape firms, as well as any other firms (to be determined) that demonstrate they are qualified to do the work and agree to a competitive fee structure. The average cost for a design package and onsite consultation is \$1,150, while the average cost for a maintenance package and onsite consultation is \$712. Should other firms be contracted with, staff will inform the Board via the monthly Water Use Efficiency Projects Status report contained in the Planning and Operations Committee packet.

In FY 2019-20, Metropolitan approved \$160,000 for these Programs through the Metropolitan-Funded, Member Agency-Administered funding allocated to MWDOC. Staff will be submitting a new request to Metropolitan for the Programs for FYs 2020-22 in the amount of \$165,000. MWDOC has also secured grant funding from Proposition 1 DWR Grants and has allocated \$255,000 for the continuation of these Programs. Table 1 below describes that funding.

Table 1
LDAP/LMAP Funding Sources

Source of Funds	Amount	Start Date	End Date
Metropolitan FY20/22	\$165,000.00	7/1/2020	6/30/2022
Prop 1 DWR South	\$138,000.00	1/1/2021	12/31/2024
Prop 1 DWR North	\$117,000.00	1/1/2021	12/31/2024
Total	\$420,000.00		

Staff requests the Board authorize the General Manager to increase funding for the Landscape Design and Landscape Maintenance Assistance Programs, using a combination of grant awards and contributions from Metropolitan, in an amount not to exceed \$420,000, through June 30, 2023.

BOARD OPTIONS

Option #1: Staff recommends the Board of Directors authorize the General Manager to increase funding for the Landscape Design and Landscape Maintenance Assistance Programs, using a combination of grant awards and contributions from Metropolitan, in an amount not to exceed \$420,000 through June 30, 2022.

Fiscal Impact: None, staff is proposing to use pass-through funding from Metropolitan and grant awards.

Business Analysis: Landscape design is one of the biggest barriers for homeowners to overcome when participating in MWDOC's Turf Removal Rebate Program. The Landscape Design and Landscape Maintenance Assistance Programs break down these barriers and help ensure aesthetically appealing landscapes that will be adopted/emulated by others. Participants receive customized landscape designs and maintenance plans to achieve maximum water savings and maintain aesthetically appealing landscapes over time.

Option #2: No Action.

Fiscal Impact: None to MWDOC.

Business Analysis: Keeps in place a barrier to participation in the Turf Removal Rebate Program.

STAFF RECOMMENDATION

Option #1



CONSENT CALENDAR ITEM

June 17, 2020

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors Yoo Schneider, Dick, McVicker)

Robert Hunter, General Manager Staff Contact: J. Berg, Director of WUE

SUBJECT: Aerial Imagery Acquisition and Analysis

STAFF RECOMMENDATION

Staff recommends the Board of Directors authorize the General Manager to enter into Participation Agreements not to exceed \$100,000 in total with:

1. Southern California Association of Governments (SCAG)/Orange County Council of Governments (OCCOG) to purchase high-resolution aerial imagery of Orange County (\$50,000).
2. Santa Ana Watershed Authority (SAWPA) for landscape area data analysis and measurement of irrigated area and development of water budgets by parcel (\$50,000).

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

The proposed acquisition and analysis of high-resolution aerial imagery will be used to assist MWDOC member agencies in complying with SB606 and AB1668 (Conservation Framework) by providing parcel-level irrigated/irrigable landscape area measurements and landscape water budgets. Quality imagery is an integral data point needed for legislative compliance, but is also costly to obtain. Through the participation model created by the Orange County Data Acquisition Partnership (OCDAP), MWDOC has the opportunity to purchase high-resolution aerial imagery at a cost-shared price. This data will be analyzed through the proposed partnership with the Santa Ana Watershed Project Authority

Budgeted (Y/N): Y	Budgeted amount: \$100,000.00	Core <u>X</u>	Choice <u> </u>
Action item amount: \$100,000.00		Line item: 35-7040	
Fiscal Impact (explain if unbudgeted): Funding is included in the FY20/21 budget			

(SAWPA) to provide landscape area measurements, along with a Support Tool, to all retail water agencies in Orange County.

DETAILED REPORT

In 2018, the California State Legislature enacted two policy bills, Senate Bill (SB) 606 and Assembly Bill (AB) 1668, to establish a new foundation for long-term improvements in water conservation and drought planning through a water-budget based approach. These bills are commonly referred to as the Conservation Framework.

The Conservation Framework requires each Urban Water Supplier to calculate and report their Urban Water Use Objective by November 1, 2023, and to stay within their calculated annual water budget.

The Urban Water Use Objective is an estimate of aggregate efficient water use based on:

- Indoor Residential Use (population x gpcd standard)
- Outdoor Residential Use (based on measurements of irrigated/irrigable area and local weather data)
- Outdoor Use with dedicated irrigation meters (based on measurements of irrigated/irrigable area and local weather data)
- Distribution System Water Losses
- Approved Variances, and
- Potable Reuse Bonus

Department of Water Resources (DWR) will provide residential outdoor landscape measurements; however, Urban Water Suppliers are responsible for measuring landscape that is irrigated/irrigable by dedicated irrigation meters in order to calculate their Water Use Objective. MWDOC plans to assist agencies with their compliance with the Framework by providing irrigated/irrigable landscape area measurements by parcel for all parcels in Orange County, where needed. The intended approach includes the acquisition and analysis of high-resolution aerial imagery.

Orange County Data Acquisition Partnership

An integral piece of data needed to accurately and efficiently discern and measure irrigated/irrigable landscapes is high-resolution aerial imagery. In recognition of the high-costs associated with obtaining this imagery, the Southern California Association of Governments (SCAG) launched an effort in February 2019 to unify Orange County public agencies in the creation of a cost and resource sharing consortium. This group, which came to be named Orange County Data Acquisition Partnership (OCDAP) and whose current members are listed in Table 1 below, collaborated on data specifications and selected a vendor based on a request for proposals released by SCAG. Those agencies participating in the Working Group have chosen to collaborate on decisions on behalf of OCDAP; those participating as a purchaser are joining the partnership to purchase data. The OCDAP model also allows for prospective agencies to join the partnership at a later date to broaden future expense-sharing among participants.

The aerial imagery selected to be purchased will be flown by Pictometry (formally Eagle Aerial) and is 3-inch resolution, 4 band (red, green, blue, and near infrared) true natural color digital orthophoto/ortho-rectified data covering, which is best suited for landscape area

measurement and differentiating between irrigated/irrigable and non-irrigable vegetated spaces.

Table 1. OCDAP Agencies and Participation Type

Agency	Participation Type
Center for Demographic Research (CDR)	Working Group
City of Anaheim	Purchaser
City of Brea	Purchaser
City of Costa Mesa	Purchaser
City of Fountain Valley	Purchaser
City of Garden Grove	Purchaser
City of Irvine	Purchaser
City of Laguna Hills	Purchaser
City of Laguna Beach	Purchaser
City of Mission Viejo	Purchaser
City of Newport Beach	Purchaser
City of San Clemente	Purchaser
City of San Juan Capistrano	Purchaser
City of Santa Ana	Purchaser
City of Tustin	Purchaser
City of Yorba Linda	Working Group; Purchaser
Municipal Water District of Orange County (MWDOC)	Working Group; Purchaser
Orange County Council of Governments (OCCOG)	Billing Manager; Working Group; Purchaser
Orange County Fire Authority (OCFA)	Working Group; Purchaser
Orange County Water District (OCWD)	Working Group; Purchaser
Santa Ana Watershed Project Authority (SAWPA)	Working Group
Southern California Association of Governments (SCAG)	Agreement with Vendor; Working Group; Purchaser

On June 4, 2020, SCAG Regional Council is expected to authorize the execution of an agreement between SCAG and Pictometry to purchase this imagery, with anticipated fly dates between mid-June to late-July. Purchasing agencies will enter into Participation Agreements with SCAG and Orange County Council of Governments (OCCOG), who has taken the responsibility of billing management. Depending on the process for individual agencies, Participation Agreements will be signed throughout June and July. MWDOC's legal team has undergone a thorough review of these documents, which meet their satisfaction.

Purchasing high-resolution imagery through OCDAP decreases MWDOC's potential costs by as much as 87%. The total cost of the imagery is \$383,603; through OCDAP cost-sharing MWDOC's purchasing price is \$50,000.

Data Analysis for Area Measurements

The high-resolution imagery purchased through OCDAP will be analyzed to provide landscape area measurements and water budgets by parcel across Orange County. To complete this effort, the Santa Ana Watershed Project Authority (SAWPA) is working with the U.S. Bureau of Reclamation (USBR) on the project entitled Santa Ana River Watershed-Wide Water Budget Decision Support Tool Pilot (Support Tool), an online retail water

agency-facing platform that allows for easy visualization and quantification of water budgets and landscaped area by parcel for the entire watershed. MWDOC intends to partner with SAWPA to provide this analysis for both North and South Orange County.

The Support Tool will create water budgets based on efficiency at the customer and retail water agency scale and will be implemented by analyzing the imagery with processing software to create area measurements of irrigated/irrigable landscape consistent with the definitions and classifications to be used by DWR. These measurements will be assigned to their corresponding parcels, which will receive individual water budgets. This information will be available to retail water agencies through the Support Tool and will provide vital information needed to comply with the Conservation Framework.

SAWPA estimates their analysis will begin by the first quarter of CY2021, and budget calculations and quality control will wrap up by the last quarter of CY2021. The Support Tool development and maintenance is expected to start by the third quarter of CY2021 and be completed by the end of the second quarter of CY2022.

There are numerous funders supporting this project, significantly increasing the cost-effectiveness of obtaining such a robust analysis. Funding partners include:

- Eastern Municipal Water District
- Inland Empire Utility Agency
- Municipal Water District of Orange County
- Orange County Water District
- San Bernardino Valley Municipal Water District
- Santa Ana Watershed Project Authority
- Western Municipal Water District
- US Bureau of Reclamation

The total project cost of the Support Tool is \$1,465,000; MWDOC's cost share would be \$50,000 for North and South Orange County.

Timeline

A complete timeline estimating the entirety of the project is outlined in Table 2 below.

Table 2. Estimated Complete Project Timeline

Step	Component	Date
SCAG Regional Council expected to authorize entering into an agreement with Pictometry (the vendor selected to provide aerial data)	Data Acquisition	June 4, 2020
OCDAP purchasing agencies enter into Participation Agreements with SCAG/OCCOG	Data Acquisition	June–July
Pictometry flies to capture the aerial imagery	Data Acquisition	Late June–July
Purchasing agencies invoiced by OCCOG	Data Acquisition	FY2021
Imagery available to purchasing agencies	Data Acquisition	End of CY2020
MWDOC and SAWPA sign agreement for data analysis	Data Analysis	FY20/21
SAWPA's imagery data analysis, budget calculation, quality control	Data Analysis	CY2021
SAWPA's Support Tool development and maintenance	Data Analysis	Mid-2021–Mid-2022
Agencies required to calculate, report, and be within their Urban Water Use Objective	Framework Compliance	November 1, 2023

Funding

Funding for this project is budgeted in the FY20/21 Budget. Table 3 outlines MWDOC's contributions to each project.

Table 3. Complete Project Costs

Component	Cost
OC DAP Aerial Imagery Acquisition	\$50,000
SAWPA Landscape Area Measurements	\$50,000
Total:	\$100,000

BOARD OPTIONS

Option #1

Staff recommends the Board of Directors authorize the General Manager to enter into Participation Agreements not to exceed \$100,000.00 in total with:

1. Southern California Association of Governments (SCAG)/ Orange County Council of Governments (OCCOG) to purchase high-resolution aerial imagery of Orange County (\$50,000)
2. Santa Ana Watershed Authority (SAWPA) for landscape data analysis and measurements and budgets by parcel (\$50,000)

Fiscal Impact: The proposed imagery acquisition and analysis will be funded through budgeted funds approved in the FY20/21 Budget.

Business Analysis: The proposed project allows staff to assist MWDOC retailers in complying with Conservation Framework legislation.

Option #2

No Action

Fiscal Impact: Economies of scale would not be realized and member agencies would be required to obtain area measurements, vegetation classifications, and water budget information independently.

Business Analysis: N/A

STAFF RECOMMENDATION

Option # 1



CONSENT CALENDAR ITEM

June 17, 2020

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors McVicker, Yoo Schneider, Dick)

Robert Hunter, General Manager

Staff Contact: Vicki Osborn

SUBJECT: OPERATIONAL AREA AGREEMENT

STAFF RECOMMENDATION

Staff recommends the Board of Directors:

1. Approve the 2020 Orange County Operational Area Agreement with the County of Orange and Political Subdivisions.
2. Authorize the General Manager to execute the 2020 Orange County Operational Area Agreement with the County of Orange and Political Subdivisions by completing and submitting the signature page. (Attachment D)

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

The Orange County (OC) Operational Area (OA) Agreement formally creates and organizes the OC OA as required by the Standardized Emergency Management System (SEMS), Title 19 California Code of Regulations Section 2409, et seq. The OC OA was created and the OC OA Agreement approved by the OC Board of Supervisors (Board) on November 17, 1995. The OC OA Agreement, which was developed through a collaborative process with all affected organizations and jurisdictions, has guided how OC jurisdictions coordinate emergency planning and response activities.

The OA is overseen by an Executive Board with representatives from each emergency response discipline. The OA Executive Board meets on a quarterly basis, and is responsible for the development, establishment and implementation of the policies of the OA. In 2017, the OA Executive Board identified the need to update the OA Agreement to better reflect current best practices and update outdated information. To accomplish this

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

task, the Sheriff-Coroner Department (Sheriff), Emergency Management Division, which serves as staff to the OA Executive Board, formed a collaborative, multi-jurisdictional OA Agreement Revision Working Group to complete a comprehensive review and revision of the document. WEROC was a member of this collaborative working group.

The new OC OA Agreement draft developed by the OC OA Agreement Revision Working Group has structural and content changes from the original 1995 document. Agreement sections are reorganized to make the document easier to understand and reference, and the document is reformatted to more closely align with the Emergency Management Division's plan document style guide. A complete crosswalk of structural changes is available on request from WEROC.

The major content changes are outlined below:

New OA Executive Board Members

Five new OA Executive Board seats are added to the body to more diversely represent the jurisdictions of the OA. The new seats are designated for:

- The County Executive Officer
- The OC Social Services Agency Director
- **The OA Water/Wastewater Mutual Aid Coordinator**
- A representative selected jointly from the OC Community College Districts
- The OC Transportation Authority Chief Executive Officer

OC Emergency Management Organization (OCEMO) Update

Since the 1995 OC OA Agreement was approved, OCEMO has transitioned to a simpler model than was outlined in the original document. Several changes are made in the new OC OA Agreement draft to reflect the current operational practices of OCEMO and ensure alignment with the new OCEMO bylaws approved in 2018. Another change is the removal of the OCEMO Representative Board, which has not been in use for a decade or more.

The new draft also provides clarity on the nature of the administrative support provided to OCEMO by the County of Orange.

OA Coordinator Staffing

The 1995 OC OA Agreement specifically outlined which agencies are responsible for staffing the Operational Area Coordinator (OAC) position. At the time of approval, this staffing arrangement aligned with the staffing of the Director of Emergency Services (DES) position and was meant to outline additional responsibilities for the DES during an OA-wide incident. Since approval, the County Ordinance that defines staffing for the DES role was updated by Board Resolution #01-212 on July 17, 2001 created a conflict with the original OAC staffing arrangement. To rectify this conflict and to prevent similar issues in the future, the language in the updated draft is streamlined to reference the County Ordinance and Resolution rather than separately defining OAC staffing.

OA Finance

The New OC OA Agreement includes a significant reworking of language related to OA finances: grant funding and administration. Relevant language once contained in Addendum Two (See Addendums section below) is now incorporated in the main body of the OC OA Agreement. Language referencing specific grant programs is replaced with broader language that reflects the shifting nature of grant funding and the challenges of

grant administration. The new language also addresses lessons learned related to the financial aspects of mutual aid and disaster recovery.

Addendums

The 1995 OC OA Agreement has three addendums that addressed various issues brought forth during the development of the original document. Addendum One clarifies roles and responsibilities for the OA, the OA Executive Board and the OAC. Addendum Two includes documents related to the administration of the Emergency Management Assistance Program grant that no longer exists. Relevant portions of these two addendums are incorporated into the main body of the new OC OA Agreement draft as appropriate. Addendum Three is the OA Mutual Aid Plan. This critical document will become an attachment to the Unified County of Orange and OC OA Emergency Operations Plan. This will put the Mutual Aid Plan on a more defined schedule of review and revision.

Naming and Terminology Changes

Several name changes are introduced in the New OC OA Agreement draft to clarify the differences between the various bodies and positions created by the document.

On March 24, 2020, the revised OC OA Agreement was adopted by the County Board of Supervisors. The new OC OA Agreement will become effective six months after the document is approved by the County of Orange and one other OA jurisdiction. As of the time of this report, one other jurisdiction did approve this agreement therefore the implementation date will be September 26, 2020.

Attachments:

- Attachment A – 2020 OA Agreement (Approved by County BOS March 24, 2020)
- Attachment B – 1995 Orange County Operational Area Agreement
- Attachment C – California Code of Regulations Section 2409
- Attachment D – MWDOC Signature Page for 2020 OA Agreement

Orange County Operational Area Agreement



of the County of Orange
and Political Subdivisions
January 2020

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Orange County Operational Area Agreement

I. Recitals

**OPERATIONAL AREA AGREEMENT
OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS**

THIS AGREEMENT is entered into this _____ day of _____, 20__, which date is enumerated for purpose of reference only, by and between the County of Orange, hereinafter referred to as County, and all other Political Subdivisions within Orange County, as defined in Government Code Section 8557 (b) of the California Emergency Services Act, hereinafter referred to as Subdivisions, collectively hereafter referred to as the Parties.

WITNESSETH:

WHEREAS, it is the intent of the Parties hereto to coordinate prevention, preparedness, response, recovery and mitigation efforts for the safety of persons and property from the effects of natural, human-caused, or war-caused disasters, hereinafter referred to as emergencies, as required by the California Emergency Services Act and the Standardized Emergency Management System (SEMS) Regulations, Title 19 California Code of Regulations Sections 2400 et seq.; and

WHEREAS, the purpose of an Operational Area, as defined in Government Code Section 8605 and Title 19 California Code of Regulations Sections 2403 and 2409, is to manage and coordinate information, resources, and priorities among the local governments within the geographic area of the County, and to serve as the coordination and communication link between the local government level and the regional level of the State; and to use multi-agency or inter-agency coordination to facilitate decisions for overall operational area level emergency response activities; and

WHEREAS, this Agreement is intended to provide for the continued management of the Operational Area; cooperative and mutual handling of duties and responsibilities of the Operational Area Lead Agency; coordination of the emergency functions of the Operational Area with all other public agencies, corporations, organizations, and affected private persons within the Operational Area; and the preparation and implementation of plans for the protection of persons and property within the Operational Area in the event of an emergency; and

WHEREAS, in accordance with the requirements of California laws and regulations the County previously adopted Orange County Codified Ordinances, section 3-1-5 and Resolutions 81-1104 and 95-870 and intends to adopt an updated resolution for this Agreement to support emergency management planning and coordination of all political subdivisions within the Orange County geographic area as required by State law; and

WHEREAS, Orange County Board of Supervisors Resolution 05-144 adopted the National Incident Management System (NIMS) for the Orange County Operational Area which sets many of the same objectives as the Standardized Emergency Management System;

NOW THEREFORE, the Parties hereto agree as follows:

Orange County Operational Area Agreement

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Orange County Operational Area Agreement

Section One. Operational Area Establishment**1.1 Operational Area Established**

The entire geographic area of Orange County constitutes an Operational Area (OA) for the purposes of coordinating the prevention, preparedness, response, recovery and mitigation efforts for the safety of persons and property from the effects of natural, human-caused or war caused disasters, hereinafter referred to as emergencies. All local governments should cooperate in organizing an effective OA, but the OA authority and responsibility is not affected by the non-participation of any local government. The County of Orange shall be the Operational Area Lead Agency as specified in Title 19 California Code of Regulations Section 2409(d).

1.2 Local Authority

In the event of an actual or threatened emergency, each jurisdiction shall retain the authority provided for by law respecting its jurisdiction. No body created by this Agreement can bind Parties to legal or financial obligations.

Orange County Operational Area Agreement

Section Two. Operational Area Council, Executive Board and Subcommittees**2.1 Operational Area Signatory Council**

All political subdivisions within the geographic area of Orange County, California are organized into the OA, regardless of signatory status.¹ The OA Signatory Council, hereinafter referred to as the Council, is hereby created to include the signature Parties to this Agreement. The Parties acknowledge that the Council is not a separate legal entity and that it is not their intention to form a joint powers authority.

2.1.1 Membership

By approval and execution of this Agreement, all Subdivisions in the County of Orange, including cities, school districts, community college districts, special districts, joint powers authorities, and the County, are members of the Council. Each signature party shall designate annually in writing to the Orange County Sheriff's Department Emergency Management Division, hereinafter referred to as county emergency management, one primary and one alternate representative of its governing body to serve on the Council.

2.1.2 Responsibilities

It is not the intent of this Agreement that there be regular meetings of the Council. In routine matters and day-to-day decision-making, the OA Executive Board (as described in Section 2.2) will represent the interests of the OA. However, the Council shall have authority over the major policy issues of the OA, as determined by the Executive Board, including adoption of any amendments to this Agreement or adoption of any fees to support OA coordination activities. Council members will receive information regarding major OA policy issues from the Executive Board, when necessary, for consideration at their respective governing body meetings. Furthermore, whenever a majority of the Council determine that an issue should be brought before the Council, it shall be done irrespective of whether the Executive Board has identified it as a major policy issue.

2.1.3 Representatives Meeting

The representatives of the Council may meet as necessary as determined by the Executive Board or as requested by a majority of the members of the Council. Should it be necessary for the Council to meet, each member of the Council shall be entitled to one vote. The representatives present shall, by majority vote, select a Chair Pro Tem for that meeting from among the representatives present. A majority of all Council member representatives shall constitute a quorum for the transaction of business relating to the OA. Unless otherwise provided herein, a vote of the majority of those present and qualified to vote shall be sufficient for the adoption of any motion, resolution, or order and to take any other action deemed appropriate to further the

¹ Title 19 California Code of Regulations Section 2409

Orange County Operational Area Agreement

objectives of the OA. Voting will be conducted in accordance with Robert's Rules of Order. All meetings will be noticed and conducted in accordance with the Brown Act.

2.2 Operational Area Executive Board

2.2.1 Membership

The Council shall have an OA Executive Board, hereinafter referred to as the Executive Board, consisting of sixteen voting members. The Executive Board includes representatives from the County Board of Supervisors, public safety agencies and Mutual Aid Coordinators, key County departments, and OA jurisdictions. Individuals will only serve as a voting member in one role for any single meeting and for purposes of determining quorum.

Executive Board Members

1. The Chair of the Orange County Board of Supervisors
2. The County Executive Officer
3. The OA Law Enforcement Mutual Aid Coordinator, the Orange County Sheriff
4. The OA Fire & Rescue Mutual Aid Coordinator, as selected by the Orange County Fire Chiefs Association
5. The OA Public Works Mutual Aid Coordinator, the Orange County Public Works Director
6. The OA Health Care Mutual Aid Coordinator, the Orange County Health Care Agency Director
7. The OA Water/Wastewater Mutual Aid Coordinator
8. The Orange County Social Services Agency Director
9. A representative selected jointly from the Orange County City Managers Association
10. A representative from the Orange County Chiefs of Police and Sheriff's Association
11. A representative from the Orange County Fire Chiefs Association
12. A representative from the Orange County City Engineers and Public Works Directors Association
13. A representative from Independent Special Districts of Orange County
14. The Orange County Superintendent of Schools, representing Orange County K-12 School Districts
15. A representative selected jointly from Orange County Community College Districts
16. The Orange County Transportation Authority Chief Executive Officer

Terms, Alternates and Voting

Executive Board members subject to being "selected," which are enumerated above as numbers 4, 9-13 and 15, shall be appointed by their respective agency, jurisdiction or organizations annually and shall serve at the discretion of their organization for one year. Each jurisdiction, agency or organization shall also designate three alternate representatives. Individuals appointed to the Executive Board can be the same or different than those identified in Section 2.1.1 as a

Orange County Operational Area Agreement

member jurisdiction's Council primary or alternate representative. In no circumstances shall one individual occupy more than one Executive Board position or count as more than one member for purposes of determining quorum.

Each Executive Board member, or alternate in the absence of the voting member for whom he/she is the designated alternate, shall be entitled to one vote. A majority of the Executive Board (9 members) shall constitute a quorum for the transaction of business relating to the OA. Unless otherwise provided herein, a vote of the majority of those present and qualified to vote shall be sufficient for the adoption of any motion, resolution or order and to take any other action deemed appropriate to achieve the objectives of the OA. Voting will be conducted in accordance with Robert's Rules of Order. The OA Executive Board is a Brown Act meeting and is noticed and conducted as such.

Operational Area Executive Board Chair and Vice-Chair

The Chair and Vice Chair shall be elected annually by the Executive Board. In the absence of both the Chair and the Vice Chair, the members of the Executive Board present shall, by majority vote, select one of the members present to act as Chair Pro Tem.

Meetings

The Executive Board shall meet quarterly or as designated by the Executive Board Chair.

2.2.2 Responsibilities

The Executive Board shall have oversight of the actions of the OA Manager (as described in Section 4.2) in the daily operations and administration of the OA. The Executive Board's oversight authority shall include directing the development, establishment, and implementation of the policies of the OA, and keeping the Council informed of its actions. The Executive Board shall determine which major policy issues of the OA require Council approval and shall seek such approval.

Policy and Operational Area Emergency Operations Plan

The Executive Board will establish OA policy, review and approve the OA Emergency Operations Plan (EOP) and Annexes, and maintain these documents as required by SEMS and NIMS.

Mutual Aid Plans and Agreements

The Executive Board shall review proposals of emergency mutual aid plans and agreements and make recommendations on endorsement of such proposals to governing boards of Subdivisions.

Laws, Rules, Legislation and Regulation

The Executive Board shall review and may recommend for action or adoption by Subdivisions, emergency and mutual aid plans, agreements, ordinances, resolutions, and any rules and regulations necessary to implement such plans and agreements. The Executive Board may also

Orange County Operational Area Agreement

study, review, and make recommendations on State and Federal legislation and policy as appropriate, and on matters referred to the Executive Board in writing by Council members.

Operational Area Executive Board Emergency Advisory Capacity

The Executive Board may be convened by the Chair or the OA Coordinator, as described in Section 4.1, to review a potential or actual emergency situation and make and receive appropriate recommendations from the OA Coordinator and Council members to facilitate a coordinated OA response.

2.2.3 Subcommittees and Working Groups

The Executive Board may establish standing and ad hoc subcommittees and working groups to complete its work and to ensure communication and coordination between all interested persons or groups. Subcommittees and working groups shall elect a Chairperson and provide appropriate staff support from their participants. The OA Manager shall provide coordination between these subcommittees and the Executive Board only.

2.3 Orange County Emergency Management Organization

There is hereby established a standing subcommittee to the Executive Board, the Orange County Emergency Management Organization, hereinafter referred to as OCEMO. OCEMO is a collaboration and coordination body tasked with developing the plans, procedures, and associated documents necessary for a robust Operational Area emergency management program. The County and all Subdivisions shall be expected to participate in OCEMO, to the maximum extent possible, with the understanding that the cooperative maintenance of the OA EOP, policies and procedures, training and exercises is necessary to ensure that the OA EOP, policies, procedures, training and exercises meet the emergency needs of the Subdivisions, County, and OA.

2.3.1 Membership

The entire OCEMO body ("Members at Large") consists of three groups of representatives involved in some capacity of an emergency management function, as defined below and in the OCEMO Bylaws.

Signatory Members

Staff members with primary emergency management responsibilities from signatory agencies to this agreement are considered Signatory Members. Each signatory jurisdiction shall identify a primary and secondary representative who shall have the right to vote on behalf of the jurisdiction. To ensure compliance with the Brown Act, no more than eight OCEMO members who are also voting members of the OA Executive Board shall be present at any OCEMO meeting.

Orange County Operational Area Agreement

Collaborative Members

Representatives of other government, non-profit, or private agencies that are not signatories to this agreement and are not currently represented by a Signatory or Collaborative Member, but are considered to have a significant role in OA planning, response and recovery processes are considered Collaborative Members. Collaborative members must be approved by Signatory Members and have limited voting rights as outlined in the OCEMO Bylaws.

Associate Members

Other representatives of organizations interested in participating in OCEMO activities, and who may provide input into the OA EOP, annexes, and supporting Standard Operating Procedures (SOPs) are considered Associate Members. Associate members have no voting rights.

2.3.2 Responsibilities

As a subcommittee to the Executive Board, the responsibilities of OCEMO are to meet the following objectives as they relate to disaster and emergency prevention, preparedness, response, recovery and mitigation within the OA:

Operational Area Plans, Annexes, and Standard Operating Procedures

- Participate in revisions and updates of the OA EOP and associated Annexes and SOPs developed and maintained by county emergency management staff as described in Section 3.2. Once completed, plans and the associated Annexes reviewed by OCEMO shall be forwarded to the OA Executive Board for approval.

Training and Exercises

- Coordinate training and exercises for the OA, to include after action discussions, lessons learned and professional development.

Public Education and Outreach

- Coordinate the development of public education and whole community emergency preparedness programs.

Legislation

- Review and report on legislation impacting emergency plans and programs, and propose concepts for new legislation for consideration by the Executive Board.

Other

- Other duties as assigned by the Executive Board.

2.3.3 OCEMO Leadership

The OCEMO Leadership shall consist of the OCEMO Chairperson, First Vice Chairperson and Second Vice Chairperson, elected in accord with the OCEMO Bylaws, the OA Manager and the

Orange County Operational Area Agreement

immediate past Chairperson. Any Signatory or Collaborative Member shall be eligible to serve as a candidate for OCEMO Chairperson, First Vice Chairperson, and Second Vice Chairperson as outlined in the OCEMO Bylaws.

2.3.4 Organization and Procedures

OCEMO will maintain and approve Bylaws. The Bylaws will define, at a minimum, OCEMO purpose, membership, leadership duties, elections, voting procedures, official meeting frequency, and the process for amending the Bylaws. The Bylaws shall in all instances be consistent with this Agreement.

OCEMO will review the Bylaws, as needed. Any amendments to the Bylaws will be approved by OCEMO Signatory Members, as detailed in the OCEMO Bylaws.

If OCEMO identifies the need for additional Subcommittees or working groups, OCEMO members participating in that subcommittee or working group shall provide staff support.

2.3.5 Administrative Support

The County shall provide administrative support to OCEMO as follows:

- Attend all OCEMO and OCEMO Leadership meetings
- Maintain a contact list of the primary and alternate representatives of each OCEMO member
- Organize and manage OCEMO Leadership elections and votes on other issues
- Notify members of their appointment to office or subcommittees
- Create and distribute OCEMO meeting agendas
- Take and transmit OCEMO meeting minutes
- Maintain official OCEMO records, including agendas and minutes, in compliance with County record retention policies.

Orange County Operational Area Agreement

Section Three. Responsibilities**3.1 Operational Area Jurisdiction Responsibilities**

Subdivisions of the OA have the responsibilities as set forth below:

Participation

Actively participate as a member jurisdiction in the Council, Executive Board (if designated), and subcommittees such as OCEMO.

Cooperation

Promote cooperation among all Subdivisions in order to improve the overall OA emergency management program.

Emergency Management Program

Develop an emergency management program to provide for the needs of the Subdivision, which shall be complementary to and compatible and coordinated with the needs of the OA in the event of an emergency.

Emergency Plan and Organization

Develop and maintain an EOP and organization to provide for the emergency needs of the Subdivision according to SEMS Regulations and NIMS, and coordinate with and, where able, support other Subdivisions, the County, and the OA Emergency Operations Center (EOC).

Procedures

Develop Subdivision procedures that outline the steps necessary to satisfy responsibilities as a member jurisdiction of the OA.

Training and Exercises

Maintain a thorough knowledge of the Parties' and OA's EOPs and ensure that the supporting services and key personnel are properly trained and organized to meet all of their responsibilities in the event of an emergency. Conduct regular exercises and participate in regional exercises, when offered.

Emergency Assistance

Parties shall offer assistance to other jurisdictions and secondary and relief support to the OA within the limits of capabilities and according to applicable mutual aid agreements. Parties should participate in mutual aid agreements wherever possible.

Resource Lists

Maintain current resource listings of staff, facilities, equipment and supplies available in the jurisdiction for use in the event of an emergency.

Orange County Operational Area Agreement

Critical Points of Contact

Identify 24-hour or other critical points-of-contact for the Subdivision that may be used by the OA EOC during emergency operations. If the points-of-contact are individuals, identify a primary and at least three alternates for each. Inform county emergency management staff when critical points-of-contact change or are updated.

Disaster Recovery and Financial Reimbursement

Subdivisions have ultimate responsibility for their own recovery program and will work directly with FEMA and Cal OES throughout the cost recovery process. Each Subdivision is individually responsible for developing, submitting, and receiving their own emergency aid, loans or grants from any source including local, state, and federal governments. Each is individually responsible for the timeliness, accuracy, and compliance of its own expenditures submitted for reimbursement through such mechanisms.

3.2 County-Specific Responsibilities

The County acts as the OA Lead Agency. The OA Lead Agency has the following responsibilities to the OA in addition to those responsibilities specified under Section 3.1 of this Agreement:

24-Hour Contact Point

The County will serve as the 24-hour contact point for the OA and act as lead in activating the OA EOC, hereinafter referred to as OA EOC.

Operational Area Emergency Operations Center

The County EOC and Alternate EOC (as designated) shall serve as the OA EOC. The OA EOC shall exist as a dedicated essential facility and be capable of serving as the central point for:

- coordinating information and resources with OA subdivisions
- coordinating all levels of government as a component of Orange County's Multiagency Coordination System (MACS)
- coordinating with other OAs
- reporting information to and coordinating with the California Office of Emergency Services (Cal OES) Southern Region EOC

County emergency management staff shall be responsible for ensuring the OA EOC is maintained in a state of constant readiness, in accord with the FEMA Emergency Operations Center Assessment Checklist and ASTM E2668 – Standard Guide for Emergency Operations Center Development, or subsequent standards if revised.

Initial EOC Activation Staffing

The County shall provide initial OA EOC activation staff. Subdivisions with available resources may provide secondary and relief OA EOC staffing.

Orange County Operational Area Agreement

Disaster Recovery and Financial Reimbursement

The County shall be responsible for coordinating the formal recovery process through Cal OES and FEMA and will assist with:

- Coordinating initial OA disaster recovery
- Scheduling damage assessment site visits
- Other duties as outlined in the Recovery Annex to the OA EOP

Operational Area Emergency Operations Plan and Annexes

County emergency management staff shall be responsible for coordinating with the Orange County Emergency Management Organization to maintain and revise the OA EOP, annexes and SOPs as directed by the Executive Board.

Operational Area Executive Board Support

County emergency management staff shall provide support to the Executive Board for agendas and minutes for meetings and coordinating follow-up only.

Subcommittee and Working Group Support

County emergency management staff shall provide support to Executive Board subcommittees and working groups.

Orange County Operational Area Agreement

Section Four. Operational Area Coordinator and Operational Area Manager**4.1 Operational Area Coordinator**

By this Agreement, the Council creates and recognizes the position of an OA Coordinator, hereinafter referred to as the Coordinator. During an emergency the OA Coordinator position will be filled by the Orange County Director of Emergency Services, as specified by Section 3-1-6 of the Orange County Code of Ordinances and County Board of Supervisors Resolution 12-036, as presently existing or as hereafter amended.

4.1.1 Powers and Duties

The Coordinator shall direct and coordinate the OA during times of emergency. In addition to his/her responsibilities as Director of Emergency Services, the Coordinator shall have the additional duties and powers, as described below and in the OA EOP:

Direction and Coordination

Serve as key decision-maker in the OA EOC, providing direction and coordination necessary to accomplish the purposes of this Agreement and responsibilities of the OA Lead as specified in Title 19 California Code of Regulations Section 2409(e).

Operational Area Representative

Represent the OA in all dealings with the public or private agencies on matters pertaining to emergencies as defined in Section 3-1-2 of the Orange County Code of Ordinances.

4.2 Operational Area Manager

By this Agreement, the Council creates and recognizes the position of an OA Manager. The OA Manager shall be the County Emergency Manager as specified in Section 3-1-6 of the Orange County Code of Ordinances and County Board of Supervisors Resolution 12-036, as presently existing or as hereafter amended.

4.2.1 Powers and Duties

The OA Manager shall have the following powers and duties:

Administration of Operational Area Agreement

On a day-to-day basis, ensure County-specific responsibilities detailed in Section 3.2 are met.

Staff to the Operational Area Executive Board

Serve as staff to the Executive Board, maintain close liaison with the Executive Board, and coordinate all activities of assigned OA staff with the Executive Board.

Orange County Operational Area Agreement

Daily Coordination and Assistance

Direct the daily coordination and cooperation between the county emergency management staff, Subdivisions, and Executive Board Subcommittees, including OCEMO. Resolve questions of authority and responsibility that may arise between them, and work closely with and assist the Executive Board, as required.

Notification of Emergency Operations Center Activation

Notify the Board of Supervisors, the Executive Board, and OCEMO of an OA EOC activation as soon as practical, and keep the Executive Board and Board of Supervisors informed on all aspects of a current emergency situation as soon as information becomes available.

OCEMO Support

Serve on OCEMO Leadership. Provide support to OCEMO for agendas, minutes and administrative support only. Staff support to OCEMO subcommittees shall be provided by OCEMO members.

Budget and Staffing

Develop an annual operating budget and staffing recommendations, and monitor the expenditures at the direction of the Executive Board.

After Action Reports

Coordinate with OCEMO for the development of after action reports for the Executive Board following activations of the OA EOC.

Resource Coordination

Act as the coordination point between Subdivisions and the Cal OES on a day-to-day basis for Emergency Management Mutual Aid (EMMA) resource requests, in accordance with the State of California Emergency Management Mutual Aid Plan. The OA Manager may also coordinate other OA mutual aid requests, as appropriate.

Orange County Operational Area Agreement

Section Five. Operational Area Response Systems**5.1 Operational Area Emergency Operations Plan**

Under the direction of the Executive Board, county emergency management staff shall be responsible for maintaining the OA EOP, which shall provide for the effective mobilization of all OA resources, both public and private, to meet any condition constituting an emergency; and shall provide for the organization, powers and duties, and staff of the OA emergency response organization. This responsibility is inclusive of the EOP and any associated Annexes and SOPs.

5.1.1 Compliance

The OA Emergency Operations Plan shall comply with applicable local, state and federal planning criteria, including NIMS and SEMS.

5.1.2 Functional Assignments

The OA EOP shall include the functions assigned to the mutual aid organizations, County agencies/departments and Subdivisions. It shall be the responsibility of agency/department heads and Subdivisions to appoint staff who shall report to the OA EOC and carry out the assigned duties as appropriate.

5.1.3 Approval

Updates and revisions to the OA EOP and annexes will be effective on approval by the Executive Board. SOPs and other support documents may be updated on an ongoing basis by county emergency management staff as long as changes are consistent with approved plans and annexes.

5.2 Operational Area Emergency Operations Center**5.2.1 Location**

The primary and dedicated County EOC located at 2644 Santiago Canyon Rd., Silverado, California, or alternate as designated, shall serve as the OA EOC. Communication connection to the OA EOC shall be the responsibility of each Subdivision and Mutual Aid Coordinator or their representative.

5.2.2 Required Activation

Activation of the OA EOC is required under the conditions defined by SEMS, Title 19 California Code of Regulations Section 2409(f), the Orange County OA EOP and associated Annexes.

5.2.3 Staff for the Operational Area Emergency Operations Center

The County shall provide initial OA EOC activation staff. Subdivisions with available resources shall provide secondary and relief OA EOC staffing. Emergency management or other mutual aid shall be used to staff the OA EOC as necessary. The County declares its willingness to provide a staff member to an impacted Subdivision's EOC or Incident Command Post to act as an OA coordination point, if desired by the Subdivision and as personnel availability and safety concerns allow.

Orange County Operational Area Agreement

Section Six. Operational Area Finance**6.1 Operational Area Expenses and Revenues***Operational Area Administrative Expenses*

This Agreement recognizes that there are day-to-day costs associated with OA administration and emergency management activities; these costs are separate from County-specific emergency management activities. The County shall provide administrative staffing for the OA to carry out the duties as delineated in Section 3.2 and Section 4 of this Agreement; however, the County shall not be solely responsible for the costs of administering the OA.

The County Board of Supervisors has the over-arching authority and responsibility to approve the county emergency management budget that supports both County and OA emergency management activities.

To offset costs of the OA, the Executive Board shall be responsible for the acquisition and distribution of federal, state, and business or private foundation emergency management grant funds. For emergency management grant funds made available to the OA for distribution among the Subdivisions, the Executive Board will review and approve proposed funding allocation methods. Their review will take into consideration recommendations from OCEDO, acting in their role as subcommittee to the Executive Board. To offset administrative costs, a percentage of such grants may be allotted to the OA before apportionment among the subdivisions. If funding becomes available with a short application period that does not allow for OCEDO, Executive Board, and County Board of Supervisors pre-approval, then approval will be sought retroactively through the ratification process set forth by the County Board of Supervisors.

The County or any Subdivision may fund through general or special funds any services, supplies, or programs that they separately or jointly determine are necessary to comply with laws or regulations, or that serve the purposes of emergency prevention, preparedness, response, recovery and mitigation on an OA level.

Costs of Operational Area during Emergency Response and Recovery

During emergencies, all OA jurisdictions shall be expected to participate to the maximum extent possible, according to mutual aid and other agreements, with the understanding that during an emergency, the priorities are life safety, property, and the environment (in that order), regardless of which jurisdiction is impacted. This Agreement incorporates by reference the reimbursement concepts of the Emergency Management Assistance Compact, the California Disaster and Civil Defense Master Mutual Aid Agreement, and the State of California Emergency Management Mutual Aid Plan. Expenditures made in connection with such emergency activities required by this Agreement, the California Emergency Services Act and/or SEMS, including mutual aid activities,

Orange County Operational Area Agreement

shall be deemed conclusively to be for the direct protection and benefit of the persons and property in the OA.

In deciding the level of OA response and resource commitment during emergencies, the County and Subdivisions agree to operate according to the EOP and supporting documents defined in Section 5.1 of this Agreement.

Financial Reimbursement and Recovery Following Emergencies

The County and each Subdivision are each individually responsible for developing, submitting, and receiving their own emergency aid, loans or grants from any source including local, state, and federal governments. Each is individually responsible for the timeliness, accuracy, and compliance of its own expenditures submitted for reimbursement through such mechanisms.

Orange County Operational Area Agreement

Section Seven. Operational Area Agreement Administration**7.1 Existing Agreements**

Nothing contained in this Agreement shall be construed as superseding or modifying any existing agreements, including mutual aid agreements, except for superseding the existing OPERATIONAL AREA AGREEMENT OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS dated October 3, 1995, and addenda; and nothing herein shall be construed as preventing any Party from entering into or modifying mutual aid or other emergency response agreements.

7.2 Effective Date

This Agreement shall become effective six months after approval and execution by the County Board of Supervisors and at least one Subdivision. Any Subdivision in Orange County may become a Party hereto by executing this Agreement. Notice shall be provided to the County upon a Subdivision's execution of this Agreement.

7.3 Withdrawal

Any Party may withdraw from this Agreement by providing written notice to county emergency management staff. Said notice shall be given 30 days before withdrawal from this Agreement.

7.4 Indemnification

Each Party shall defend, indemnify, and hold harmless the other Parties, and their officers, agents, employees and representatives from any and all losses, liability, damages, claims, suits, actions, administrative proceedings, demands, and litigation, and all expenses and costs relating directly to the negligent or otherwise wrongful acts or omissions of the indemnitor, its officers, agents, employees, or representatives arising out of or incidental to performance under this Agreement. No Party assumes liability for the acts or omissions of persons other than that Party's respective officers, agents, employees or representatives.

7.5 Counterparts

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument.

7.6 Interpretation

Save to the extent that the context or the express provisions of this Agreement otherwise require:

- Headings and sub-headings are for ease of reference only and shall not be taken into consideration in the interpretation or construction of this Agreement;
- All references to Parts, Sections, and Paragraphs are references to Parts, Sections and Paragraphs contained herein;

Orange County Operational Area Agreement

- All references to any ordinance, resolution, law, regulation or guidance shall include references to any ordinance, resolution, law, regulation or guidance which amends, extends, consolidates or replaces the same or which has been amended, extended, consolidated, supplemented, substituted, novated, replaced, or assigned by the same and shall include, without limitation, any instrument, proclamation, bylaw, directive, decision, regulation, rule, order, notice, codes of practice, code of conduct, rule of court, instrument or delegated or other subordinate legislation thereto;
- The words “herein”, “hereto” and “hereunder” refer to this Agreement as a whole and not to the particular Section, or Paragraph in which such word may be used;
- Any reference to a public organization or representative shall be deemed to include a reference to any successor to such public organization or representative or any organization or entity or representative which has taken over the functions or responsibilities of such public organization or representative.

7.7 Ambiguities

In the case of any ambiguity or discrepancy:

- Between the provisions in this Agreement and the provisions of any underlying Executive Order, law, or regulation, the provisions of underlying Executive Order, law, or regulations will be incorporated by approval of the Executive Board and written notice shall be provided to all Parties.
- Between the provisions in this Agreement and the provisions of any underlying mutual aid agreement or EOP, the provisions of this Agreement shall prevail until such time as the OA Executive Board considers the matter and notice of proposed resolution to such issues are provided to all Parties.

7.8 Amendment

This Agreement may not be amended or modified except in a writing executed by a majority of all signature Parties as defined by Section 2.1 of this Agreement.

**OPERATIONAL AREA AGREEMENT
OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS**

DATED: _____

(City or Jurisdiction)

BY _____

ATTEST:

By: _____

Date _____

NOTICE TO _____ TO BE GIVEN TO:
City/Jurisdiction

Name

City/Jurisdiction

Address

City/State/Zip

FAX Number

APPROVED AS TO FORM:

Dated _____

ATTEST:

By: _____

Date _____

NOTICE TO _____ TO BE GIVEN TO:
City/Jurisdiction

Name

City/Jurisdiction

Address

Chapter 3 _____
City/State/Zip

FAX Number

APPROVED AS TO FORM:

Wendy J. Phullysi
Senior Deputy County Counsel
Orange County

Dated *2/26/20*

ORANGE COUNTY

OPERATIONAL AREA AGREEMENT

OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS

October 3, 1995

Including Addendums:

- 1. Clarification of Operational Area, OA Executive Board, and Operational Area Coordinator Roles and Responsibilities adopted by Operational Area Executive Board November 6, 1996.**
- 2. Policy and Procedure on Operational Area Administration Financing (including 1997/98 Grant Distribution) adopted by Operational Area Executive Board August 20, 1997.**
- 3. Policy and Procedure on Operational Area Emergency Operations and Mutual Aid Financing (including Orange County Operational Area Mutual Area Plan) adopted by Executive Board August 20, 1997.**

ORANGE COUNTY

OPERATIONAL AREA AGREEMENT

**OF THE COUNTY OF ORANGE
AND POLITICAL SUBDIVISIONS**

October 3, 1995

**OPERATIONAL AREA AGREEMENT
OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS**

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**OPERATIONAL AREA AGREEMENT
OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS**

THIS AGREEMENT is entered into this _____ day of _____, 1995, which date is enumerated for purpose of reference only, by and between the County of Orange, hereinafter referred to as "COUNTY," and all other Political Subdivisions within Orange County, as defined in Government Code Section 8557 (c) of The California Emergency Services Act, Government Code Section 8550 et seq., (" The Emergency Services Act"), which are signatories hereto, hereinafter referred to as "SUBDIVISIONS", collectively referred to as the "Parties".

W I T N E S S E T H:

WHEREAS, it is the intent of the Parties hereto, in accordance with The Emergency Services Act and The Standardized Emergency Management System Regulations, Title 19 California Code of Regulations Section 2400 et seq., to coordinate preparedness and response efforts for the safety of persons and property from the effects of natural, man-made, or war-caused disasters, hereinafter referred to as "emergencies;" and,

WHEREAS, the purpose of an Operational Area , as defined in Government Code Section 8605 and Title 19 California Code of Regulations Sections 2403 and 2409, is to manage and coordinate information, resources, and priorities between the COUNTY and all Subdivisions in the geographic area of the County, and to serve as the coordination and communication link with the regional level of the State; and

WHEREAS, the declared purposes of this Agreement are to provide for the establishment and direction of the Operational Area; the cooperative and mutual handling of the duties and responsibilities of the Operational Area lead Agency; the coordination of the emergency functions of the Operational Area with all other public agencies, corporations, organizations, and affected private persons; and the preparation and implementation of plans for the protection of persons and property within the Operational Area in the event of an emergency; and

WHEREAS, any expenditures made in connection with such emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the Operational Area.

NOW THEREFORE, the Parties hereto agree as follows:

A. EXISTING AGREEMENTS: Nothing contained in this Agreement shall be construed as superseding or modifying any existing agreements, including mutual aid agreements, except this Agreement supersedes the existing UNIFIED ORANGE COUNTY-CITIES EMERGENCY MANAGEMENT AGREEMENT dated July 14, 1981; and nothing herein shall be construed as preventing any Party from entering into or modifying mutual aid agreements.

B. OPERATIONAL AREA ESTABLISHED: The entire geographic area of Orange County constitutes an Operational Area for the purposes of emergency mitigation, preparedness, response, and recovery, as required by Title 19 California Code of Regulations Section 2409.

C. CITY-COUNTY EMERGENCY MANAGEMENT PLANNING BOARD: For the purposes of COUNTY Ordinance No. 3915 Section 3-1-5 of the Codified Ordinances of the County of Orange, as presently existing or as hereafter amended, the Council created under this Agreement constitutes the City County Emergency Management Planning Board and this Agreement defines its membership, powers, duties, divisions, services and staff.

D. LOCAL AUTHORITY: In the event of an actual or threatened emergency, each jurisdiction shall retain the authority provided for by law respecting its jurisdiction.

E. DEFINITIONS: The following terms as used in this Agreement shall, unless the context clearly indicates otherwise, have the respective meanings herein set forth below:

- (1) **Operational Area Coordinator** shall mean that position affiliated with a public agency as designated in Section G of this Agreement, to provide direction and coordination of the Operational Area during times of emergency.
- (2) **Emergency** shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the County caused by such conditions as air pollution, civil disturbance, sudden and severe energy shortage, drought, or earthquake or other conditions, the Governor's warning of an earthquake or volcanic prediction, epidemic, fire, flood, hazardous material release, plant or animal infestation or disease, riot, storm, or war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are, or are likely to be, beyond the control of the services, personnel, equipment, and facilities of a Subdivision or County, requiring the combined forces of the Operational Area to manage.
- (3) **Unified command** shall mean a unified team effort which allows all agencies with, either geographical or functional responsibility, to manage an emergency by establishing a common set of emergency objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability.

F. OPERATIONAL AREA COUNCIL, EXECUTIVE BOARD AND SUBCOMMITTEES:

- (1) **Operational Area Council.** Title 19 California Code of Regulations Section 2400 et seq. establishing the Standardized Emergency Management System hereinafter referred to as SEMS, allows the COUNTY and all SUBDIVISIONS to have representation in the Operational Area. Therefore, the Operational Area Council, hereinafter referred to as the "Council", is hereby created to include the signature Parties to this Agreement. The Parties acknowledge that the Council is

not a separate legal entity and that it is not their intention to form a joint powers authority.

- a. Membership.** All SUBDIVISIONS in the County of Orange ,including cities, school and special districts, and the COUNTY, by approval and execution of this Agreement, are members of the Council. Each Council Member shall designate a representative and an alternate from its governing body to serve as it's representative.
- b. Responsibilities.** The members of the Council shall have authority over the major policy issues of the Operational Area, as determined by the Executive Board, including the adoption of and amendments to this Agreement and adoption of any Operational Area fees. However, whenever a majority of all members of the Council determine that an issue should be brought before the Council, it shall be done so irrespective of the fact that the Executive Board has failed to identify it as a major policy issue as set forth in the first sentence of this subsection. It is not the intent of this Agreement that there be regular meetings of the Council. The Executive Board shall submit major Operational Area policy issues to Council members for consideration at their respective governing body meetings. The approval by a majority of the governing bodies of all Council members shall be sufficient for adoption of any Operational Area business, including the amendment of this Agreement, and adoption of any Operational Area fees.
- c. Representatives Meeting.** Should it be necessary for the Council to meet, the representative or alternate of each member of the Council, shall be entitled to one vote. The representatives present shall, by majority vote, select a Chair Pro Tem from among the representatives present. A majority of all representatives of the members of the Council shall constitute a quorum for the transaction of business relating to the Operational Area. Unless otherwise provided herein, a vote of the majority of those present and qualified to vote shall be sufficient for the adoption of any motion, resolution or order and to take any other action deemed appropriate to carry forward the objectives of the Operational Area. In the event a tie vote occurs, in order to break the tie, the vote of the Chair Pro Tem shall not be counted. The representatives of the Council may meet as necessary as determined by the Executive Board or as requested by a majority of the members of the Council.

(2) Operational Area Executive Board.

- a. Creation of the Operational Area Executive Board.** The Council shall have an Executive Board, hereinafter referred to as Executive Board, consisting of eleven voting members.

1) Members. Members are as follows:

- a) A member of the COUNTY Board of Supervisors
- b) A representative from the Orange County City Engineers' and Public Works Directors' Association
- c) The Orange County Fire & Rescue Mutual Aid Coordinator
- d) A representative from the Orange County Fire Chiefs' Association
- e) The Orange COUNTY Sheriff-Coroner- Law Enforcement Mutual Aid Coordinator
- f) A representative from Independent Special Districts of Orange County
- g) A representative from the Orange COUNTY Health Care Agency- Health Care Mutual Aid Coordinator
- h) A representative from the Orange County Police Chiefs' and Sheriff Association
- i) A representative selected jointly from the Orange County-City Manager's Association and the League of Cities.
- j) A representative selected jointly by the Orange County Superintendent of Schools, Community Colleges and School Districts
- k) A representative from the COUNTY Environmental Management Agency- Public Works Mutual Aid Coordinator

2) Terms, Alternates and Voting. Executive Board members shall be appointed by their respective organization every two years and shall serve at the discretion of their organization for two years. An alternate shall also be designated to serve the same term for each Executive Board member appointed. Each Executive Board member, or alternate in the absence of any voting member, shall be entitled to one vote. A majority of the Executive Board shall constitute a quorum for the transaction of business relating to the Operational Area. Unless otherwise provided herein, a vote of the majority of those present and qualified to vote shall be sufficient for the adoption of any motion, resolution or order and to take any

other action deemed appropriate to carry forward the objectives of the Operational Area. In the event a tie vote occurs, in order to break the tie, the vote of the Chair shall not be counted.

- 3) **Operational Area Executive Board Chair and Vice-Chair.** The Chair and Vice Chair shall be elected every two years by the Executive Board. In the absence of both the Chair and the Vice Chair, the members of the Executive Board present shall, by majority vote, select one of the members present to act as Chair Pro Tem.
- 4) **Meetings.** The Executive Board shall meet quarterly or as designated by the Executive Board Chair.

b. **Responsibilities/Policy/Advisory Duties.** The Executive Board shall have responsibility for the overseeing the actions of the Operational Area Manager in the daily operations and administration of the Operational Area. The Executive Board shall also have responsibility for the development, establishment and implementation of the policies of the Operational Area, and shall keep the Council informed of its actions. The Executive Board shall determine which major policy issues of the Operational Area issues require Council members' approval and shall seek such approval. However, whenever a majority of all members of the Council determine that an issue should be brought before the entire Council, it shall be done so irrespective of the fact that the Executive Board has failed to identify it as a major policy issue as set forth in this subsection.

- 1) **Policy and Operational Area Emergency Plan.** The Executive Board is responsible for the establishment of Operational Area policy and the development and implementation by December 1, 1996, of the Operational Area Emergency Plan, including mitigation, preparation, response and recovery, and for the ongoing exercise and maintenance of the plan as required by SEMS.
- 2) **Operational Area Budget and Operating Staff.** The Executive Board shall have the responsibility to direct the development of and approve the Operational Area annual operating budget and staffing utilizing resources made available to the Operational Area by the State Office of Emergency Services through the Federal Emergency Management Assistance Program, and to monitor the expenditures of the Operational Area. This shall include the responsibility to seek grants from other sources to sustain the preparedness and response efforts of the Operational Area as further detailed in Section L of this Agreement, and, if necessary, to recommend for adoption by the members of the Council, any

Operational Area fees to sustain the Operational Area. In the event the Executive Board recommends adoption of fees, the Executive Board shall be responsible for directing the development of and submitting the Operational Area annual budget and staffing to the members of the Council for approval.

- 3) **Laws, Rules, Legislation and Regulations.** The Executive Board shall review and recommend for action or adoption by the members of the Council, emergency and mutual aid plans, agreements, ordinances, resolutions, and any rules and regulations necessary to implement such plans and agreements. The Executive Board shall also study, review, and make recommendations on State and Federal legislation and policy as appropriate, and on matters referred to it in writing by Council members.
- 4) **Recovery Operations.** During the recovery phase of an emergency, the Executive Board shall provide advice to the members of the Council regarding rebuilding and cost recovery. The Executive Board shall direct the Operational Area Manager, as designated in Section H of this Agreement, to coordinate with the State Office of Emergency Services as needed in this process.
- 5) **Successor to the Operations Coordinator.** Due to the changing circumstances and requirements of emergencies, especially in transition from the response to and recovery from an emergency, the Executive Board is hereby given authority to appoint an Operational Area Coordinator to succeed the initial response Operational Area Coordinator designated pursuant to Section G (1) of this Agreement.

c. **Subcommittees and Technical Advisory Groups.**

- 1) **Establishment, Support and Coordination.** The Executive Board may establish standing and ad hoc Subcommittees and Technical Advisory Groups to complete its work and to ensure communication and coordination between all interested persons or groups, including but not limited to the COUNTY, SUBDIVISIONS, Orange County Emergency Management Organization, Communications Systems, Transportation, Care and Shelter. Subcommittees and Technical Advisory Groups may each elect a Chairperson and shall provide appropriate staff support from their members. The Operational Area Manager shall provide coordination between these Subcommittees or Technical Advisory Groups and the Executive Board only.

- 2) **OCEMO.** There is hereby established a standing Subcommittee to the Executive Board, the Orange County Emergency Management Organization, hereinafter referred to as "OCEMO". All Council members shall be expected to participate in OCEMO, to the maximum extent possible, with the understanding that the cooperative establishment of the Operational Area Plan, policies and procedures, training and exercises is necessary to ensure that the Operational Area Plan, policies, procedures, training and exercises meet the emergency needs of the SUBDIVISIONS, COUNTY, and Operational Area.

a) **Members.**

1. **Standing Members.** Standing members include the emergency services coordinators designated annually in writing to the Operational Area Manager by each Party which is a signatory to this Agreement. The COUNTY Emergency Manager shall be the COUNTY Standing member.
2. **Approved Members.** Designated representatives from other public, non-profit and private emergency response, recovery and management agencies may actively participate as approved members in OCEMO Committees. These agencies may include: Orange County Disaster Recovery Alliance, Volunteer Agencies Active In Disasters, American Red Cross, Volunteer Emergency Preparedness Organization, utilities, military bases, universities and colleges, and the State Office of Emergency Services. Membership shall be granted by the Executive Board annually, upon recommendation made by majority vote of standing members of OCEMO.
3. **Associate Members.** Members of other organizations may participate as non-voting Associate members.

- b) **Voting.** Each of the Standing and Approved members shall be entitled to one vote. The Representative Board shall determine the issues which require approval of the voting members of OCEMO. However, whenever a majority of all members of OCEMO determine that an issue should be brought before the entire OCEMO membership, it shall be done so irrespective of the fact that the Representative

Board has failed to identify it as an issue. It is not the intent of this Agreement that there be regular meetings of OCEMO. Any member of OCEMO may attend and be heard at the Representative Board meetings and participate in Representative Board committees. The Chair may convene a meeting of OCEMO and/or conduct a vote by proxy. Unless otherwise provided herein, a vote of the majority of those qualified to vote shall be sufficient for the adoption of any motion, resolution or order and to take any other action deemed appropriate to carry forward the objectives of the Operational Area.

c) **Chair and Vice-Chairs.** The Chair, First and Second Vice Chair shall be elected annually by the Representative Board and shall serve both as the officers of the Representative Board and OCEMO. In the event a tie vote occurs, the vote of the Chair shall not be counted. In the absence of all officers, the members of the Representative Board present shall, by majority vote, select one of the members present to act as Chair Pro Tem.

d) **Representative Board.** OCEMO shall have a Representative Board, hereinafter referred to as "Representative Board".

1. **Membership.** The membership of the Representative Board shall be comprised of the following standing members:

- a. The COUNTY Emergency Manager/
Operational Area Manager
- b. The Cities' Emergency Services
Coordinators
- c. One representative selected jointly by the
Orange County Superintendent of Schools,
Community Colleges and School Districts
- d. One representative selected jointly by the
Water and Irrigation Districts
- e. A representative from the Orange County
Transportation Authority

- f. One representative selected jointly by the Sanitation Districts
- g. One representative selected jointly by the Sanitary Districts
- h. A representative from the Parks and Recreation District
- i. A representative selected jointly by the Library Districts
- j. A representative from the Cemetery District
- k. A representative from the Vector Control District
- l. A representative from the Storm District
- m. A representative selected jointly by the Community Services Districts

2. Voting. Each of the Representative Board members shall be entitled to one vote. A majority of the Representative Board shall constitute a quorum for the transaction of business relating to OCEMO. Unless otherwise provided herein, a vote of the majority of those present and qualified to vote shall be sufficient for the adoption of any motion, resolution or order and to take any other action deemed appropriate to carry forward the objectives of the Operational Area.

3. Committees. The Representative Board may establish Committees to accomplish the OCEMO duties. All OCEMO members are expected to participate in the Committees to the maximum extent possible.

e) Executive Council. The OCEMO Executive Council shall consist of the OCEMO Chair, First and Second Vice Chair, the immediate past Chair, and the COUNTY Emergency Manager/Operational Area Manager. The Executive Council may meet at the request of the Chair to develop agendas and plans, and to analyze issues to be presented to the OCEMO Representative Board.

- f) **Staff Support.** The COUNTY shall provide support to the OCEMO Representative Board for agendas and minutes only. Staff support to OCEMO Committees shall be provided by OCEMO members.
- g) **Purpose.** As a Subcommittee responsible to the Executive Board, the purposes of OCEMO include the following:
 - 1. **Operational Area Plan.** Development and maintenance of the Operational Area Emergency Plan as described in SEMS and approved by the Executive Board.
 - 2. **Standard Operating Procedures.** Development and maintenance of Operational Area standard operating procedures and Operational Area Emergency Operations Center procedures and guidelines for use during emergencies, reviewed and approved by the Operational Area Mutual Aid Coordinators.
 - 3. **Emergency Training and Exercises.** Coordinate an annual Operational Area exercise as required by SEMS and coordinate training of personnel who are part of the Operational Area Emergency Organization.
 - 4. **Efficiency and Effectiveness.** Identify, examine and develop plans and programs of concern to all SUBDIVISIONS and the COUNTY, and coordinate the development of appropriate plans and programs leading toward an integrated Operational Area approach to preparedness for emergencies, including use of cost efficient and effective, coordinated public education and individual emergency preparedness programs.
 - 5. **Legislation.** Review and report on legislation impacting emergency plans and programs and propose concepts for new legislation for consideration by the Executive Board.
 - 6. **Plans and Agreements.** Review proposals of emergency mutual aid plans and agreements and

make recommendations on approval of such proposals to the Executive Board.

7. **After Action Reports.** Develop after action reports for the Executive Board, following emergencies in which the Operational Area is activated.
 8. **Other.** Other duties and responsibilities as delegated by the Executive Board.
- h) **Meetings.** The Representative Board shall meet every other month. Special meetings of the Representative Board may be called by the Chair. Committees shall meet twice a month until the Operational Area Emergency Plan and procedures, exercise schedule and training, as required by SEMS are completed, and as necessary thereafter.
 - i) **Finances.** OCEMO has no authority to bind the COUNTY or any SUBDIVISION to any financial arrangement.
- d. **Operational Area Executive Board Emergency Advisory Capacity.** The Executive Board may be convened by the Chair to review the potential or actual emergency situation and make and receive appropriate recommendations from the Operational Area Coordinator, as designated below, and Council members.

G. CREATION AND POWERS AND DUTIES OF OPERATIONAL AREA COORDINATOR:

- (1) **Operational Area Coordinator.** By this Agreement, Council designates an Operational Area Coordinator, hereinafter referred to as "Coordinator" Based on the type of disaster described below, the initial response Coordinator shall be the incumbent of the position designated below:
 - a. **Law Enforcement Mutual Aid Coordinator.** The Law Enforcement Mutual Aid Coordinator is designated as the initial response Coordinator for emergencies where evacuation, law and order are of the highest priority as related to earthquake, tsunami, nuclear power plant emergency, civil disturbance, terrorism, or act of war.
 - b. **Fire and Rescue Mutual Aid Coordinator.** The Fire and Rescue Mutual Aid Coordinator is designated as the initial response Coordinator for emergencies where the life or safety of the public is threatened due to fire, mass casualty emergency, or hazardous materials release.

- c. **Public Works Mutual Aid Coordinator.** The Public Works Mutual Aid Coordinator is designated as the initial response Coordinator for emergencies where public works or environmental protection resources shall be the primary method used for mitigation and recovery such as during flood, storm, dam failure or oil spill.
- d. **Health Care Mutual Aid Coordinator.** The Health Care Mutual Aid Coordinator is designated as the as the initial response Coordinator for emergencies where there is a threat of an epidemic or a declared epidemic.
- e. **Alternates to the Operational Area Coordinator.** Each incumbent of a position eligible to act as the initial response Coordinator shall annually designate, in writing by name and in order of succession, a minimum of two alternates. This designation shall be filed with the Operational Area Manager as described in Section H of this Agreement, no later than July 1st of each year.
- f. **Line of Succession.** In the event that neither the designated initial response Coordinator nor either of the designated alternates is available to serve in the capacity of the initial response Coordinator, the following line of succession shall be used to ensure continuity of Operational Area operations during times of emergency:
 - 1) **Law Enforcement Mutual Aid Coordinator and two designated alternates.**
 - 2) **Fire and Rescue Mutual Aid Coordinator and two designated alternates.**
 - 3) **Public Works Mutual Aid Coordinator, and two designated alternates.**
 - 4) **Health Care Agency Mutual Aid Coordinator and two designated alternates.**
- (2) **Unified Command and Joint Operational Area Coordinator.** Where appropriate, the Coordinator shall use a unified command, which is standard procedure for emergencies which involve multiple jurisdictions or professional disciplines.
- (3) **Successor to the Initial Response Operations Coordinator.** Due to the changing circumstances and requirements of emergencies, especially in transition from the response to and recovery from an emergency, the Executive Board is hereby given authority to appoint successor Operational Area Coordinator(s) to succeed the initial response Operational Area Coordinator designated pursuant to Section G (1) of this Agreement. The successor Coordinator(s) shall have the

same powers and duties as the initial response Coordinator, as specified in Section G (4) of this Agreement.

- (4) **Powers and Duties.** The Coordinator shall direct and coordinate the Operational Area during times of emergency. The Coordinator shall have the following duties and powers:
- a. **Direction and Coordination.** Serve as key decision maker, in the Operational Area Emergency Operations Center providing direction and coordination necessary to accomplish the purposes of this Agreement and responsibilities of the Operational Area Lead as specified in Title 19 California Code of Regulations Section 2409 (e).
 - b. **Operational Area Representative.** Represent the Operational Area in all dealings with the public or private agencies on matters pertaining to emergencies as defined herein.
 - c. **Emergency Public Information.** Appoint a Public Information Officer to coordinate the dissemination of all emergency information, press releases, and public statements, to prevent conflicting information, misinformation, and the initiation of rumors, as appropriate to the type of emergency confronting the Operational Area.
 - d. **Emergency Proclamations.** Each SUBDIVISION shall retain the powers and responsibilities granted by law to proclaim an emergency in its jurisdiction, according to procedures set forth by the jurisdiction. The COUNTY Board of Supervisors shall retain the powers and responsibilities granted by law to proclaim an emergency in the County geographic area, according to procedures set forth in COUNTY Ordinance No. 3915 Section 3-1-6 of the Codified Ordinances of the County of Orange and COUNTY Board of Supervisors Resolution 95-386, as presently existing or as hereafter amended.

H. CREATION OF POSITION AND POWERS AND DUTIES OF OPERATIONAL AREA MANAGER:

- (1) **Operational Area Manager.** The position of the Operational Area Manager is hereby created. The Operational Area Manager shall be the COUNTY Emergency Manager as specified by COUNTY Ordinance No. 3915, Section 3-1-6 of the Codified Ordinances of the County of Orange and COUNTY Board of Supervisors Resolution 95-386, as presently existing or as hereafter amended.
- (2) **Powers and Duties.** The Operational Area Manager shall have the following powers and duties:

- a. **Staff to the Operational Area Executive Board.** Serve as staff to the Executive Board, maintain close liaison with the Executive Board, and coordinate all activities of assigned Operational Area staff with the Executive Board.
- b. **Daily Coordination and Assistance.** Direct the daily coordination and cooperation between the Operational Area staff and the Operational Area Emergency Organization, and Executive Board Subcommittees, including OCEMO. Resolve questions of authority and responsibility that may arise between them, and work closely with and assist the Executive Board, as required.
- c. **Emergency Operations Center Maintenance.** Maintain the Operational Area Emergency Operations Center in a constant state of readiness, providing staff as needed to support the Emergency Operations Center operations during times of emergency in order to coordinate emergency information between the COUNTY and all SUBDIVISIONS, state and federal agencies, and volunteer organizations.
- d. **Notification of Emergency Operation Center Activation.** Notify the Executive Board and Board of Supervisors of an Emergency Operations Center activation as soon as practical, and keep the Executive Board and Board of Supervisors informed on all aspects of a current emergency situation as soon as information becomes available.
- e. **OCEMO Support.** Provide support to the OCEMO Representative Board for agendas and minutes only. Staff support to OCEMO Committees shall be provided by OCEMO members.
- f. **Budget and Staffing.** Develop an annual operating budget and staffing recommendations and monitor the Operational Area expenditures at the direction of and for the approval of the Executive Board.
- g. **After Action Reports.** Coordinate with OCEMO the development of after action reports for the Executive Board, following emergencies in which the Operational Area is activated.

I. OPERATIONAL AREA EMERGENCY PLAN: Under the direction of the Executive Board, OCEMO shall be responsible for ensuring the development and maintenance of the Operational Area Emergency Plan, which shall provide for the effective mobilization of all of the resources of the Operational Area, both public and private, to meet any condition constituting an emergency; and shall provide for the organization, powers and duties, and staff of the Operational Area Emergency Organization as described in Section M of this Agreement.

- (1) **Compliance.** The Operational Area Emergency Plan shall comply with applicable local, state and federal planning criteria, analyze the risks faced by the

Operational Area, assign functional responsibilities to Mutual aid organizations, COUNTY agencies/departments, SUBDIVISIONS, and personnel, and assign lines of succession for the members of the Operational Area Emergency Organization.

- (2) **Functional assignments.** The Operational Area Emergency Plan shall include the functions assigned to the mutual aid organizations, COUNTY agencies/departments and SUBDIVISIONS, and it shall be the responsibility of the agency/department heads and SUBDIVISIONS to appoint coordinators who shall report to the Emergency Operations Center and carry out the assigned duties as appropriate.
- (3) **Adoption.** The Emergency Plan shall not be effective until adopted by the Executive Board and a majority of all Council members.

J. COUNTY SPECIFIC RESPONSIBILITIES. The COUNTY shall act as the Operational Area Lead Agency. The Operational Area Lead Agency shall have the following responsibilities to the Operational Area in addition to those member responsibilities specified under Section K of this Agreement:

- (1) **24 Hour Contact Point.** The COUNTY shall provide the 24 hour contact point for the Operational Area and act as lead in activating the Operational Area Emergency Operations Center, hereinafter referred to as "OAEOC".
- (2) **Operational Area Emergency Operations Center.** The COUNTY Emergency Operations Center located at 2644 Santiago Canyon Road, in Silverado, California and Alternate Emergency Operations Center, as designated, shall serve as the OAEOC.
- (3) **Initial EOC Activation Staffing.** The COUNTY shall provide initial OAEOC activation staff. SUBDIVISIONS with available resources shall provide secondary and relief OAEOC staffing.
- (4) **EOC Maintenance.** COUNTY Emergency Management staff shall be responsible for ensuring the OAEOC is maintained in a state of constant readiness.
- (5) **Operational Area Council Executive Board Support.** The COUNTY shall provide support to the Executive Board for agendas and minutes for meetings and coordinating follow up only. Staff support to Subcommittees and Technical Advisory Groups shall be provided by Council members and their representatives.
- (6) **OCEMO Support.** The COUNTY shall provide support to the OCEMO Representative Board for agendas and minutes only. Staff support to OCEMO Committees shall be provided by OCEMO members.

K. OPERATIONAL AREA COUNCIL MEMBER RESPONSIBILITIES: Members of the Operational Area Council shall have the responsibilities as set forth below:

- (1) Participation.** Actively participate as a member in the Council, Executive Board if designated, Subcommittees and Technical Advisory Groups including OCEMO, and in the Operational Area Emergency Organization, including providing staff to support the work of the Executive Board, Subcommittees and Technical Advisory Groups.
- (2) Emergency Plan and Organization.** Maintain an emergency plan and organization to provide for the emergency needs in the SUBDIVISION according to SEMS, and coordinate with and, where able, support other SUBDIVISIONS, the COUNTY, and the OAEOC.
- (3) Emergency Management Program.** Develop an emergency management program which shall provide for the needs of the SUBDIVISION, which shall be complementary to and compatible and coordinated with the needs of the Operational Area in the event of an emergency.
- (4) Emergency Assistance.** Provide assistance during an emergency:

 - a. Capabilities and Agreements.** SUBDIVISIONS shall offer assistance within the limits of capabilities and according to applicable mutual aid agreements.
 - b. EOC Staffing.** SUBDIVISIONS with available resources shall provide secondary and relief OAEOC staffing.
- (5) Resource list.** Maintain a current resource listing of the facilities, equipment and supplies available in the jurisdiction for use in the event of an emergency.
- (6) Cooperation.** Promote cooperation among all SUBDIVISIONS in order to improve the overall Operational Area emergency management program.
- (7) Training and Exercises.** Assure training and exercises within the SUBDIVISION and Operational Area, maintain a thorough knowledge of the Operational Area Emergency Plan and ensure that the supporting services and key personnel are properly trained and organized to meet all of their responsibilities in the event of an emergency.
- (8) Emergency Notifications.** Ensure that internal and Operational Area emergency notification lists are kept current.
- (9) Procedures.** Develop SUBDIVISION procedures which outline the steps necessary to complete tasks as a member of the Operational Area.

- (10) **Critical Personnel.** Identify at least two alternates for each person deemed critical to SUBDIVISION and Operational Area operations, either to serve in the capacity of the primary contact when (s)he is not available, or to facilitate 24 hour operation when needed in times of emergency.

L. OPERATIONAL AREA EXPENSES AND REVENUES

- (1) **Minimum costs/efficiency.** All costs shall be kept to a minimum, and efficiencies in use of staff, materials, etc. shall be a priority.
- (2) **Costs of Operational Area EOC Emergency Activation.** The COUNTY declares its willingness to provide the Operational Area 24 hour contact point, the OAEOC and initial OAEOC staffing, and to activate the OAEOC as required by SEMS as set forth in Section N (4) of this Agreement. The COUNTY shall exercise prudence in the staffing and level of activation, and shall deactivate the OAEOC when requested by SUBDIVISION(s) or as soon as practical, as allowed by law. The COUNTY is to act as a member of the Operational Area only and shall not be solely responsible for the costs of activating the OAEOC. The Executive Board shall be responsible for the development of policy and procedures similar to other mutual aid agreements where in SUBDIVISION(s) requiring activation of the OAEOC shall be responsible for reimbursement of the COUNTY and other SUBDIVISIONS for the cost of activation, if the COUNTY does not activate the OAEOC for its use, and cannot legally declare an emergency for the purposes of reimbursement from the State or Federal governments.
- (3) **Operational Area Administrative Expenses.** The Executive Board shall be responsible for acquisition and distribution of Emergency Management Assistance grant funds, and any other funds, to cover the administrative costs of the Operational Area, including any reimbursement to the COUNTY for services requested of the COUNTY pursuant to this subsection. The Executive Board shall be responsible for determining the potential source of, and for acquiring funds or staff time to match the grant(s). The COUNTY shall provide administrative staffing for the Operational Area, as determined by the Executive Board and/or Council in the annual budget, to carry out the duties as delineated in Section H of this Agreement. The COUNTY is to act as a member of the Operational Area only and shall not be solely responsible for the costs of administering the Operational Area.
- (4) **Emergency Expenses.** During emergencies, all Parties shall be expected to participate, according to mutual aid and other agreements, and to the maximum extent possible, with the understanding that during an emergency the priority is life, safety, property and the environment, regardless of which jurisdiction is impacted.
- (5) **Emergency Aid to Parties.** Nothing herein shall be construed to restrict or control any Party's right or ability to apply for or receive emergency aid, loans or

grants from any source including the State and Federal government. Neither any Party nor the Operational Area shall have any claim upon or interest in any emergency aid funds obtained by any other Party for its emergency expenses, with the exception that SUBDIVISIONS may be responsible for reimbursement of OAEOC activation costs as set forth in Section (L) of this Agreement.

M. DESCRIPTION, FUNCTION AND DUTIES OF THE OPERATIONAL AREA EMERGENCY ORGANIZATION

- (1) **Description.** All officers and employees of the Parties, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations, and persons who may by agreement or operation of law, including persons pressed into service under the provisions of COUNTY Ordinance No. 3915 Section 3-1-6 of the Codified Ordinances of the County of Orange as presently existing or as hereafter amended, shall constitute the Operational Area Emergency Organization, and shall be charged with duties incidental to the protection of life and property in the Operational Area during times of emergency.
- (2) **Functions and Duties.** The functions and duties of the Operational Area Emergency Organization shall be distributed among such Mutual aid organizations, COUNTY agencies/departments, SUBDIVISIONS, and staff as the Operational Area Emergency Plan shall prescribe. The form of the organization, titles and terminology shall conform to SEMS.

N. ACTIVATION OF THE OPERATIONAL AREA EMERGENCY OPERATIONS CENTER

- (1) **Location.** The COUNTY Emergency Operations Center located at 2644 Santiago Canyon Rd., Silverado, California, or alternate as designated, shall serve as the OAEOC. Communication connection to the OAEOC shall be the responsibility of each SUBDIVISION and Mutual aid Coordinator or their representative.
- (2) **Virtual Operational Area EOC.** The OAEOC shall be used as the communication and coordination center and in so far as possible, function as a virtual OAEOC, utilizing any available telecommunication resources so that Parties may communicate without collocation. However, to ensure communication, it may be necessary for representatives and any support staff they may require to be present at the OAEOC. SUBDIVISIONS not present shall be responsible for establishing direct contact with the OAEOC.
- (3) **Staff for the Operational Area Emergency Operations Center**
 - a. **OAEOC Maintenance.** COUNTY Emergency Management staff shall be responsible for ensuring the OAEOC is maintained in a state of constant readiness.

- b. **Initial Activation and Beyond.** The COUNTY shall provide initial OAEOC activation staff. SUBDIVISIONS with available resources shall provide secondary and relief OAEOC staffing. emergency management or other mutual aid shall be used to staff the OAEOC as necessary.
- c. **Mutual Aid Coordinators.** Mutual Aid Coordinators may be present in the OAEOC, but if not present, shall be responsible for establishing direct contact with the OAEOC.

(4) Required Activation:

- a. **Support to Emergency.** The Operational Area functions as support to the local government and field response and does not command the emergency response directly.
- b. **Conditions.** Activation of the OAEOC is required by SEMS, Title 19 California Code of Regulations Section 2409 (f), under the following conditions:
 - 1) **On Request.** “A local government within the Operational Area has activated its EOC and requested activation of the Operational Area to support their emergency operations.”
 - 2) **Two City Local Emergency.** “Two or more cities within the Operational Area have declared or proclaimed a local emergency.”
 - 3) **COUNTY and City Local Emergency.** “The County and one or more cities have declared or proclaimed a local emergency.”
 - 4) **Request for Governor’s Proclamation.** “A city, city and County, or County has requested a governor’s proclamation of a state of emergency, as defined in Government Code 8558(b).”
 - 5) **State of Emergency.** “A state of emergency is proclaimed by the governor for the County or two or more cities within the Operational Area.”
 - 6) **Request for Outside Resources.** “The Operational Area is requesting resources from outside its boundaries, except those resources used in normal day-to-day operations which are obtained through existing agreements providing for the exchange or furnishing of certain types of facilities and services on a reimbursable, exchange, or other basis as provided for under the Master Mutual Aid Agreement.”

- 7) **Request for Operational Area Resources.** “The Operational Area has received resource requests from outside its boundaries, except those resources used in normal day-to-day operations which are obtained through existing agreements providing for the exchange or furnishing of certain types of facilities and services on a reimbursable, exchange, or other basis as provided for under the Master Mutual Aid Agreement.”

c. **Activation Levels.** The OAEOC activation levels are described below:

- 1) **Activation Level One.** Level One shall mean activation of the OAEOC at a minimum level with COUNTY emergency management staff to prepare the OAEOC and notify the Operational Area Emergency Organization and coordinate information among the members of the Operational Area and with Regional State officials as required by SEMS.
- 2) **Activation Level Two.** Level Two shall mean partial activation of the OAEOC, staffed by the Operational Area Coordinator or alternate, COUNTY emergency management personnel, along with personnel from COUNTY agencies/departments and other personnel selected to meet the functional needs of the emergency Operational Area Emergency Organization during times of emergency.
- 3) **Activation Level Three.** Level Three shall mean full activation of the OAEOC, including all personnel as indicated at level two plus the Executive Board, who shall serve as the Policy Group to advise the Coordinator on the use of resources in response to the disaster, establish policies, rules and regulations regarding the disaster and the subsequent recovery operations, and prioritize resources to effectively mitigate the disaster.

O. EFFECTIVE DATE: This Agreement shall become effective upon the approval and execution by the COUNTY Board of Supervisors and at least one SUBDIVISION. Any SUBDIVISION in Orange County may become a Party hereto by executing this Agreement. Notice shall be provided to the COUNTY upon a SUBDIVISION's execution of this Agreement as indicated in Section T of this Agreement.

P. WITHDRAWAL: Any Party may withdraw from this Agreement by providing written notice to the COUNTY. Said notice shall be given 30 days before withdrawal from this Agreement.

Q. SUSPENSION OF VOTING PRIVILEGES: In the event Operational Area fees are adopted, a Party's failure to pay said fees within 60 days after said fees become due, shall result in the immediate suspension of that Party's voting privileges in matters considered by any body,

board, subcommittee, committee, or group established by this Agreement. Voting privileges shall be restored upon payment.

R. INDEMNIFICATION: Each Party shall defend, indemnify and hold harmless the other Parties, and their officers, agents, employees and representatives from any and all losses, liability, damages, claims, suits, actions, administrative proceedings, demands, and litigation, and all expenses and costs relating to acts or omissions of the indemnitor, its officers, agents, employees, or representatives arising out of or incidental to performance under this Agreement. No Party assumes liability for the acts or omissions of persons other than that Party's respective officers, agents, employees or representatives.

S. COUNTERPARTS: This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument.

T. AMENDMENT: This Agreement may not be amended or modified except in a writing executed by a majority of all Parties.

ORANGE COUNTY

OPERATIONAL AREA AGREEMENT

Clarification of Operational Area, Operational Area Executive Board, and Operational Area Coordinator Roles and Responsibilities

Addendum 1

CLARIFICATION OF OPERATIONAL AREA ROLES AND RESPONSIBILITIES

The Operational Area Agreement and Emergency Plan are based on the policies established by the SEMS Regulations; in regard to the role of the Operational Area Coordinator (OAC), Operational Area Executive Board (Executive Board), Operational Area Council (OA Council) and overall Operational Area (OA) operations.

OPERATIONAL AREA- PURPOSE, RESPONSIBILITIES AND AUTHORITIES

WHERE

SEMS Regulations
2403 (3)

WHAT

OA level manages and/or coordinates information, resources, and priorities among local government within the OA and serves as coordination and communication link with Region.

SEMS Regulations
2409 (e) (3)

The lead agency of the OA shall:
Use multi-agency or interagency coordination to facilitate decisions for overall OA level emergency response activities.

Contrast of Authorities between Field Response and OA

SEMS Regulations
2405 Field Response Level (1) (A)

Command is the directing, ordering and controlling of resources by virtue of explicit legal, agency, or delegated authority.

SEMS Regulations
2409 (a)

OA Level is used by the county and political subdivisions for the coordination of emergency activities and to serve as a link in the system of communications and coordination between the state's emergency operations centers and the operations centers of the political subdivisions.

SEMS Regulations
2409(e) (1) and (2)

The lead agency of the OA shall:
Coordinate information, resources and priorities among the local governments and between the regional level and local government level.
"Coordination of Fire and Law Enforcement resources shall be accomplished through their respective mutual aid systems".

OA Emergency Plan
Management Section Annex A
pg 2

The OA is a communication and coordination point that provides support for Mutual Aid Coordinators, OA members and the State. It does not command or control emergency operations.

ALSO:

OA Emergency Plan
Management Section Annex A
pg 7 III D 4 a

EXECUTIVE BOARD RESPONSIBILITIES AND AUTHORITIES

The Executive Board is responsible for working with the OAC in setting OA policy and priorities, is notified, convened and co-located with the OAC in the Command Center, is responsible to represent their appointing organizations and the expertise, resources and policies of their organizations and to convene a MACS as appropriate.

WHERE

OA Emergency Plan
Management Section Annex A
Enclosure A-1 pg 1 II A 2

OA Agreement
pg 4 F (1) c

ALSO:

OA Emergency Plan
Management Section Annex A
pg 5 III A 5

AND:

OA Emergency Plan
Management Section Annex A
Enclosure A-1 pg 15 IV A

OA Agreement
pg 3 F (1) b
AND:
pg 5 F (2) b

OA Agreement
pg 4 F (2) a

OA Agreement
pg 5 F (2) b

OA Agreement
pg 5 F (2) b 4)

OA Agreement
pg 7 F (2) b 5)
AND:
pg 14 G (3)

OA Emergency Plan
Management Section Annex A
pg 9 III 4 d

WHAT

Support the OAC by providing policy and priority advice and by convening a MACS as appropriate.

Convene the OA Council (Multi-Agency Coordination System).

Identify OA policy issues for submittal to OA Council.

Represent expertise and interests of Mutual Aid, jurisdictional, and professional disciplines.

Oversee OA Manager
Develop OA policies and Emergency Plan
Develop OA Budget
Review and impact legal requirements

Advise OA Council on Recovery

Appoint successor to the initial response OAC.

OAC responsibilities may be transferred at the discretion of the Executive Board. Due to changing requirements of emergencies, the Executive Board may appoint successor OAC(s).

EXECUTIVE BOARD RESPONSIBILITIES AND AUTHORITIES, CONT.WHERE

OA Agreement
pg 12 F (2) d

OA Agreement
pg 16 H (2) d

OA Agreement
pg 21 L (3) c

ALSO:

OA Emergency Plan
Management Section Annex A
pg 7 III D 3 c

OA Emergency Plan
Management Section Annex A
AND:
Enclosure A-3 pg 4

OA Emergency Plan
Management Section Annex A
Enclosure A-4 pg 3 and continuing

OA Agreement
pg 23 N (4) c 3)

ALSO:

OA Emergency Plan
Management Section Annex A
pg 8 III D 4 c 3) which continues:

OA Emergency Plan
Management Section Annex A
Enclosure A-1 pg 6 III C

Appendix A-2

WHAT

Review the emergency situation and make and receive appropriate recommendations to the OAC and OA Council.

Be notified and keep apprised of the emergency situation.

Mutual Aid Coordinators may be present, but if not present, shall be responsible for establishing direct contact with the OA EOC.

Executive Board is convened in the Command Center with the OAC to ensure communication and coordination.

Executive Board is notified of activation of the EOC, is kept apprised of the situation and is convened by the Chair as appropriate.

Activation Level Three shall mean full activation the OA EOC, including the Executive Board, to advise the OAC on the use of resources in response to the disaster, establish policies, rules and regulations regarding the disaster and the subsequent recovery operations and prioritize resources to also effectively mitigate the disaster.

The Executive Board and OAC will be responsible for establishing a MAC including representatives of affected jurisdictions as appropriate.

Description of duties

Executive Board EOC Checklist

OAC RESPONSIBILITIES AND AUTHORITIES

The OAC is responsible for direction of the OA EOC, for working with the Executive Board in setting OA policies and priorities, and ensuring coordination and communication of policy decisions, resource needs and priorities between OA members and the State throughout the emergency.

WHERE

OA Emergency Plan
Management Section Annex A
Enclosure A-1, pg 1 II A 1

OA Agreement
pg 14 G (2)

ALSO:

Operational Area Emergency Plan
Management Section Annex A
pg 4 III A 3 e

OA Agreement
pg 14 G (4) a

OA Emergency Plan
Management Section Annex A
pg 2 III A

OA Emergency Plan
Management Section Annex A
pg 4 III A e, following paragraph

OA Agreement
pg 23 N (4) c 3)

ALSO:

OA Emergency Plan
Management Section Annex A
pg 8 III D 4 c 3) which continues:

WHAT

OAC is responsible for management of the OA EOC and overall coordination and communication between the OA members and the state.

Where appropriate, the Coordinator shall use a unified command, which is standard procedure for emergencies which involve multiple jurisdictions or professional disciplines.

Direct and coordinate the Operational Area, serve as key decision maker in the OA EOC, providing direction and coordination necessary to accomplish the purposes of the OA Agreement and responsibilities of OA lead agency as specified by SEMS Regulations 2409 (e) see citation above).

The OA emergency organization is managed by the OAC who reports to the OA Council. The OAC is supported by advice from the Executive Board and affected jurisdictions in a MACS.

The initial response OAC authorizes full activation of the OA EOC and responds when appropriate to serve as key coordinator; providing direction and coordination necessary to accomplish the responsibilities of the OA EOC.

Activation Level Three shall mean full activation of the OA EOC, including the Executive Board, to advise the OAC on the use of resources in response to the disaster, establish policies, rules and regulations regarding the disaster and the subsequent recovery operations and prioritize resources to also effectively mitigate the disaster.

The Executive Board and OAC will be responsible for establishing a MAC including representatives of affected jurisdictions as appropriate.

OAC RESPONSIBILITIES AND AUTHORITIES, CONT.WHERE

OA Agreement
pg 14 G (4) b

OA Agreement
pg 15 G (4) c

ALSO:

OA Emergency Plan
Management Section Annex A
Enclosure A-1pg 4 IIIB

AND:

Appendix A-1

WHAT

Represent the OA in dealings with public or private
agencies.

Appoint OA Public Information Officer.

Description of duties.

OAC EOC Checklist.

ORANGE COUNTY

OPERATIONAL AREA AGREEMENT

Addendum 2

ORANGE COUNTY OPERATIONAL AREA POLICY AND PROCEDURE

Subject:

Operational Area Administration Financing (including Use of Emergency Management Assistance Program Grant).

Reference:

Operational Area Agreement Section L (2), page 19.

Background:

The Operational Area Executive Board is responsible to prepare a strategic plan and budget for the Operational Area annually, including how the Operational Area will be financed and use of any grant funds.

Policy:

All grant funds received will be used for the benefit of the Operational Area. Administrative services for the Operational Area will have the first priority for grant funding, as approved by the Operational Area Executive Board. Remaining grant funds will be distributed by the Operational Area Executive Board, consistent with the requirements of the grant funding agency. The goal of any distribution of grant funds shall be to maximize funds for program implementation and minimize costs for accounting and administering the grants.

Procedure:

1. The Operational Area Manager shall present an annual administrative budget for review and approval of the Operational Area Executive Board based on the Board's approved strategic plan.
2. The Operational Area Manager shall present a report on any grant funds available and the requirements to receive the grant.
3. The Executive Board shall have responsibility to approve the budget.
4. The Executive Board shall determine how grant funds will be distributed, with first priority being given to the administrative budget.
5. Grant funds available after Operational Area administrative costs are covered shall be distributed at the discretion of the Board, consistent with the requirements of the grant funding agency.

1997 Proposed EMA Grant Funds Distribution 6/20/97

The proposed Operational Area EMA Grant Guidelines are as follows. The assumption is that this grant requires a dollar for dollar match by each organization receiving funds.

1. Only the Operational Area Lead Agency and the 31 cities are eligible to apply for EMA funding.
2. To become an eligible city, the city representative must attend at least half of the OCEMO meetings per year.
3. To become an eligible city, the city must activate its EOC annually either for an actual occurrence or an exercise.
4. To become an eligible city, the city must participate in an Operational Area functional exercise at least once a year.
5. If in the future, funding cuts occur, the OA Lead Agency will receive and is required to match no more than 50% of the total allotment for Orange County. In FY 1997/98 the OA Lead Agency is anticipated to receive \$115,773 of an estimated \$246,319 allocation.
6. All total city EMA funds will be divided by city population between the cities that are participating in the EMA funding program. Cities must complete the Orange County Operational Area EMA Application Form. Each approved city must complete the Orange County Operational Area EMA activities Form which must be attested to by the City Manager or designee. These forms must be submitted to the OA Executive Board and approved to receive EMA funding.
7. Funding is available regardless of membership status in the Operational Area.
8. The hours to be devoted to emergency management will be determined by state guidelines. The State has required that a city must have at least a 50% employee (20 hours per week) devoted to emergency management. Should the State or FEMA eliminate this criteria, each city should at least identify an employee who will be responsible for the above criteria.

**Orange County Operational Area EMA Application Form
For the period October 1, 1999-September 30, 2000**

It is hereby agreed that the City of _____ shall meet the following requirements to receive an Emergency Management Assistance Program Grant:

1. The city representative, _____, will attend at least half of the OCEMO meetings per year.
2. The city will activate its EOC this year for an exercise, unless it is activated for an actual emergency.
3. The city will participate in the Operational Area functional exercise this year.
4. The City will receive a per capita allocation of the total funds available to cities, dependent upon the number of cities that are participating in the EMA funding program. The city will complete the Orange County Operational Area EMA activities Form which must be attested to by the City Manager or designee. The form will be submitted to the OA Executive Board and approved before any EMA funding will be received.

City Manager Signature: _____ Date: _____

Orange County Operational Area EMA Activities Form
For the period October 1, 1998 - September 30, 1999

The City of _____ certifies that it has met the following requirements to receive an Emergency Management Assistance Program Grant:

1. The city representative attended at least half of the OCEMO meetings per year.
 Name: _____
 Meetings Attended (Dates): _____

2. The city activated its EOC this year for an exercise on _____,
 Or the city activated its EOC for an actual emergency on _____.

3. The city participated in the Operational Area functional exercise this year by:
 (check all that apply)
☐ activating its EOC
☐ providing staff for the OA EOC
☐ providing staff for other jurisdiction's EOCs
☐ providing controllers, simulators or evaluators
☐ participating in the OA Exercise Design Committee

4. The City anticipates receipt of \$_____, per the allocation letter received. This is a per capita allocation of the total funds available to cities, dependent upon the number of cities that are participating in the EMA funding program.

5. The city has met the state requirement for hours to be devoted to emergency management. (The State has required that a city must have at least a 50% employee [20 hours per week] devoted to emergency management.), or (if there are no state requirements), the city identified _____ as the employee who was responsible for the above criteria.

Submittal of this form is a request for approval by the OA Executive Board for disbursement of the allocated EMA funding.

Attest: _____
 (City Manager or Designee)

Date: _____

ORANGE COUNTY

OPERATIONAL AREA AGREEMENT

MUTUAL AID PLAN

Addendum 3

ORANGE COUNTY OPERATIONAL AREA POLICY AND PROCEDURE

Subject:

Operational Area Emergency Operations and Mutual Aid Financing

Reference:

Operational Area Agreement Section L (2), page 19.

Background:

The Operational Area Executive Board is responsible to approve plans and procedures for the Operational Area emergency operations. It was identified that a policy to ensure OA EOC costs are controlled and allocated would be advantageous to all of the Operational Area members. In addition, it was determined that a mutual aid policy which allowed sharing of human resources beyond those covered by currently existing mutual aid agreements would be desirable both in staffing the OA EOC and other emergency response locations and organizations.

Policy:

Mutual Aid is requested and provided because it is needed to respond to an emergency, not because it is anticipated that local government will be reimbursed by state or federal disaster funds.

Any legally required Operational Area EOC activation lasting less than 12 hours will be provided at no cost to the requesting jurisdiction. Beyond this initial 12 hour activation period, all personnel and equipment costs associated with the emergency shall be the responsibility of the requesting agency, including direct, indirect and equipment costs.

Reimbursement claims will be handled by the responding jurisdiction invoicing the requesting jurisdiction for all actual costs, including direct, indirect and equipment costs. Individuals providing Mutual Aid will be responsible for maintaining their own logs time sheets, travel claims and other documentation necessary for reimbursement, this documentation will be submitted to the agency who will invoice the requesting jurisdiction.

Upon notification of the request for the activation of the OA EOC, the Operational Area Manager shall discuss the level of activation and staffing with the requesting jurisdiction. After activation, the requesting jurisdiction will also be responsible for determining whether a second shift will be necessary and the level of activation and staffing required.

Procedure:

1. The Operational Area activation procedure is found in Appendix D-1 of the Operational Area Emergency Plan.
2. The Operational Area Mutual Aid Plan is attached.

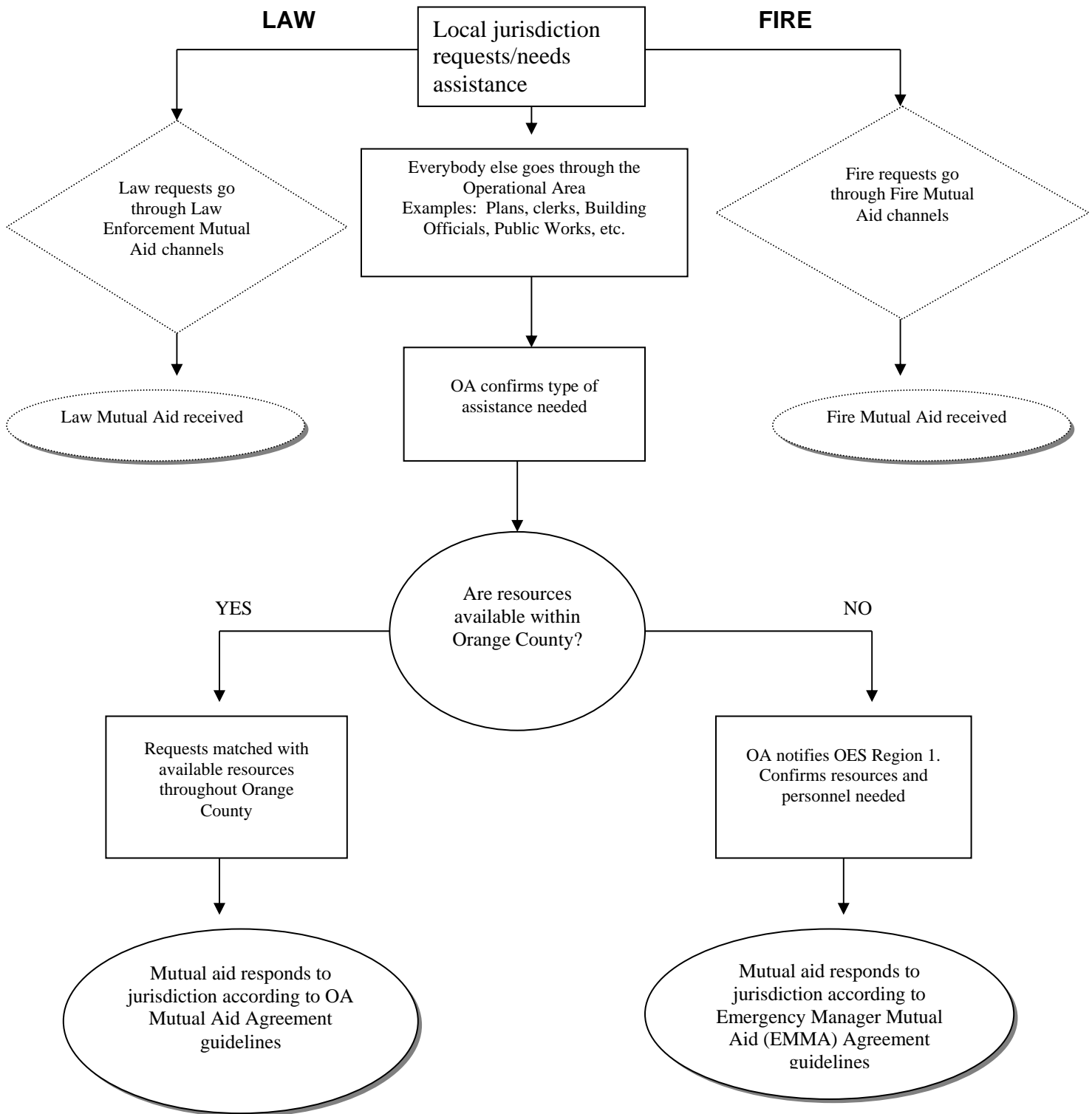
ORANGE COUNTY

OPERATIONAL AREA

MUTUAL AID PLAN

APPROVED: August 20, 1997

OPERATIONAL AREA MUTUAL AID DIAGRAM



OPERATIONAL AREA MUTUAL AID POLICY

This policy has three parts: Part One outlines the policy and procedures; Part Two contains more specific checklists; and Part Three contains forms.

PART ONE

I. Introduction

A. Purpose

The purpose of the Operational Area Mutual Aid Policy (OAMA) is to support disaster operations in the Operational Area EOC and effected Orange County jurisdictions by coordinating and providing mutual aid assistance as requested and necessary.

B. Objectives

1. Provide emergency response and management personnel to support local jurisdictions and the Operational Area.
2. Coordinate reception, assignment and training of assigned personnel.
3. Maintain the Operational Area Mutual Aid Policy.
4. Coordinate training for Operational Area response personnel through SEMS training, emergency management course work, exercises and actual emergency response.

II. Background

In 1995, an Operational Area was formed by the Orange County Board of Supervisors to meet the needs and requirements of the Standardized Emergency Management System (SEMS). All cities, special districts and the County in the County of Orange were included as potential members in this agreement, each carrying an equal vote. One of the understandings inherent in this agreement is that all political subdivisions face the potential for emergencies that exceed their capability to respond. Further, it is recognized that the protection of life, property and environment are of first importance, regardless of which jurisdiction is impacted. This policy is designed to provide detailed procedures for use of mutual aid resources within Orange County in the event of an emergency.

III. Authorities

- California Master Mutual Aid Agreement

- Sections 2400-2450 of Title 19, Division 2 of the *California Code of Regulations* (Standardized Emergency Management System)
- California Emergency Services Act
- *California Labor Code*, Section 3211.92 (Disaster Services Worker)
- Operational Area Agreement of the County of Orange and Political Subdivisions

IV. Assumptions

The Operational Area Mutual Aid Policy is based on the following assumptions:

- A. The main tenet of Mutual Aid operations is that there is full commitment of resources by the requesting jurisdiction prior to the initiation of a mutual aid request. This does not require actual exhaustion of all resources but it does anticipate full mobilization and commitment to the emergency.
- B. During a Board of Supervisor's Concurrence, a Governor's Proclamation of a State of Emergency or a Presidential Disaster Declaration, the OA Manager will designate an OAMA Coordinator. The OAMA Coordinator will facilitate coordination and assignment of OA resources.
- C. Requests for mutual aid will follow normal Mutual Aid channels consistent with the California Master Mutual Aid Agreement and SEMS.
- D. Other discipline specific Mutual Aid agreements established outside of this agreement shall take precedence over this agreement (fire, law, medical/health, etc.).
- E. Local government must use SEMS in order to be eligible for state funding of response related costs pursuant to activities identified in the California Code of Regulations. Associated costs incurred by the jurisdictions providing assistance may be eligible for reimbursement as part of "emergency protective measures." These measures are described in the National Disaster Assistance Act (NDAA) when a state of emergency has been declared, and by PL 93-288 when there is a Presidential Declaration.

V. Organization

The OAMA system is composed of emergency management and response personnel from local jurisdictions in the Orange County Operational Area.

- A. The County, cities and special districts will forward their requests for Mutual Aid to the Operational Area.
- B. The Operational Area will act as the coordination point for the County, cities and special districts within its boundaries.

- C. If a request for assistance cannot be met within Orange County, the request will be forwarded to the designated local OES Region Office.

VI. Policies and Procedures

A. General

1. Mutual Aid is requested and provided because it is needed to respond to an emergency, not because it is anticipated that local government will be reimbursed by state or federal disaster funds.
2. Any legally required Operational Area EOC activation lasting less than 12 hours will be provided at no cost to the requesting jurisdiction. Beyond this initial 12-hour activation period, all personnel and equipment costs associated with the emergency shall be the responsibility of the requesting agency, including direct, indirect, and equipment costs.
3. Mutual Aid between local jurisdictions will normally be free for the first 12-hour period, unless costs are otherwise agreed upon by both the requesting and the responding agencies. When Mutual Aid assistance between jurisdictions within the Operational Area exceeds the initial 12-hour response period, the requesting agency agrees to pay the responding agency at their actual cost, including direct, indirect and equipment costs.
4. Reimbursement claims will be handled by the responding jurisdiction invoicing the requesting jurisdiction for all actual costs, including direct, indirect and equipment costs. Individuals providing Mutual Aid will be responsible for maintaining their own logs, time sheets, travel claims, and other documentation necessary for reimbursement. This documentation will be submitted to their agency who will invoice the requesting jurisdiction.

B. Personnel

1. Minimum criteria for selection of personnel will be completion of the Introduction to SEMS course.
2. All Mutual Aid personnel will receive a general information sheet prior to being dispatched to an assignment. (See Part 3 of the Operational Area Mutual Aid Policy, Dispatch Checklist).
3. Upon arrival, the requesting jurisdiction will brief assigned personnel and provide a procedure manual, all paperwork, tools, and equipment necessary to perform OAMA tasks.
4. The requesting jurisdiction may provide identification badges to OAMA personnel upon their arrival. There is no requirement for special identification.

5. Consistent with the organizational structure of SEMS, the position of OAMA coordinator will be a part of the OA Logistics Section (Personnel Branch).

C. Liability

1. Mutual Aid personnel provided under the OAMA policy are public employees, who during disaster situations are considered Disaster Service Workers. Work-related injuries to OAMA personnel will be handled by the responding jurisdiction under Workers' Compensation that may include the Disaster Service Worker program. All public employees are considered Disaster Service Workers during disaster situations.
2. OAMA personnel act as agents of the requesting jurisdiction, who shall hold harmless the responding jurisdiction from all acts and omissions by their staff while in the services of the requester.
3. The coverage for damage to a personal or local jurisdiction's vehicle, when the vehicle is being used during an assignment, will be provided for by the requesting jurisdiction. Normal wear and tear is excluded. Any claim for damage may be included in reimbursement claims to the requesting jurisdiction.

D. Reimbursable Costs

1. Unless other arrangements are made, reimbursable time begins 12 hours after check in at the assigned Emergency Operations Center (or other assigned location). It includes all actual costs - direct, indirect and equipment costs.
2. Reimbursable travel begins 50 miles from point of departure, whether it is home or work.
3. The requesting jurisdiction is responsible for providing reasonable lodging or reimbursing the responding jurisdiction for lodging expenses. This includes food and reasonable miscellaneous expenses.

E. Procedures for Reimbursement

1. The requesting jurisdiction's Finance Section or designated agency will provide the responding personnel with all of the necessary forms for the responding jurisdiction's designated Finance Department to complete for reimbursement. Necessary instructions will be given to the responding personnel enabling them to keep accurate records.
2. The responding jurisdiction will provide expedient billing information to the requesting jurisdiction.
3. The requesting jurisdiction will process any requests for reimbursement through their Finance Section.

4. The responding jurisdiction is responsible for providing timely reimbursement for their own personnel.
5. The requesting jurisdiction will provide reimbursement to the responding jurisdiction, not to individuals.
6. Record keeping will be consistent with the conditions of the Natural Disaster Assistance Act (NDAA) and the Stafford Act (PL 93-288).

F. Training

1. All OAMA personnel available for assignment are to complete the Introduction to SEMS course or equivalent prior to being dispatched for Mutual Aid assistance. This course is available through local OES offices and the Operational Area.

VII. Responsibilities

A. All jurisdictions in the Orange County Operational Area are responsible for:

1. Reviewing and understanding the OAMA policy.
2. Identifying procedures and training staff to integrate mutual aid coordination into their emergency organization.
3. Participating in exercises at the local level and Operational Area level as well as completing necessary SEMS training.
4. Participating in the Mutual Aid program as defined by the Master Mutual Aid Agreement and this Policy.

VIII. Concept of Operations

A. Activation

1. The system can be activated for small, single-jurisdictional emergencies or for large-scale disasters involving multiple emergencies.
2. Local government requests for Mutual Aid are made to the Operational Area. The Operational Area is responsible for coordinating Mutual Aid within its area.
3. Mutual Aid requests that the Operational Area is unable to fill will be forwarded to the local designated OES Region Office.
4. During all levels of activation, local jurisdictions will coordinate information on resource utilization through the Operational Area EOC.

B. Deactivation

1. Prior to deactivation, each individual providing Mutual Aid will complete the requesting agency's deactivation paperwork, including an OAMA Exit Survey Form, and submit it to the requesting jurisdiction.
2. Each person assigned to Mutual Aid assistance will submit all reimbursement documentation to their agency's Finance Department/Finance Section. The responding jurisdiction will document all costs and invoice the requesting jurisdiction.
3. The requesting jurisdiction will process all claims for reimbursement. Reimbursement will be made directly to the responding jurisdictions, not to individuals. It is the responsibility of the responding jurisdiction to provide their personnel with timely reimbursement.
4. The OAMA Coordinator or the Logistics Section/Personnel Branch Coordinator will submit an After-Action Report, copies of the OAMA Exit Survey, and OAMA Evaluation Forms to the Operational Area Emergency Operations Center Manager with recommendations for improvements.

IX. Standardized Emergency Management System (SEMS)

The Standardized Emergency Management System (SEMS) incorporates the five functions: management/command, planning/intelligence, operations, logistics, and finance/administration, consistently from the local government level to the state level. All phases of the OAMA system are to operate consistent with SEMS regulations.

X. Appendices

- California Master Mutual Aid Agreement
- Sections 2400 - 2450 of Title 19, Division 2 of the *California Code of Regulations* (Standardized Emergency Management System - SEMS)
- *California Labor Code*, Section 3211.92 (Disaster Service Worker)
- Natural Disaster Assistance Act, Chapter 7.5 of Division 1 of Title 2 of the Government Code
- Operational Area Agreement of the County of Orange and Political Subdivisions

PART TWO

Checklists

The following checklists are provided:

- Local Jurisdiction
- Operational Area
- OAMA Coordinator

Each checklist is further divided into the following format:

- Normal day-to-day operations
- Activation for jurisdictions requesting and responding to mutual aid requests
- Deactivation

I. Local Jurisdiction

A. Normal Day-to-Day Operations

- Review the OAMA plan and familiarize yourself with the procedures.
- Brief your local officials on the benefits of OAMA.
- Obtain authority to participate in the OAMA program from your local officials.
- Review personnel and union policies regarding overtime.
- Develop and regularly update, a filing system or data base where resources available for the OAMA program can reside and be immediately accessed.
- Work with your operational area to ensure you receive information on OAMA resources in the operational area.
- Develop emergency kits for your personnel in the event they are activated (include this document in each kit). Plan for them to be self-sufficient.
- Identify roles and procedures for personnel you may receive through activation of OAMA. (Include an orientation packet with necessary forms.)
- Incorporate the use of OAMA into local exercises and drills.
- Participate in operational area or regional exercises and drills that include the use of the OAMA plan.

B. Activation (Requesting Jurisdiction)

- Declare a local emergency.
- Identify the position to be filled when making your request for mutual aid.
- Complete OASIS Resource Request Form identifying positions or tasks to be performed; describe particular skills needed to fill the position for which mutual aid is being requested. Include where and when to report and to whom. **(See Resource Request Form in Part Three)**. Submit the request through your operational area.
- Negotiate the specific terms and condition of aid with the agency providing mutual aid.
- Ensure your logistics branch has arranged for lodging and local transportation for incoming personnel. **(See OAMA Dispatch Checklist in Part Three.)**
- Provide responding OAMA personnel with orientation packet including copies of time sheets, daily activity logs, and travel claim forms. Make certain copies are available for

additional incoming personnel. **(See OAMA Check-In and Check-Out Form in Part Three.)**

- Brief responding mutual aid personnel on: the situation, their duties, support staff, who they report to, and the anticipated duration of their assignment. **(See OAMA Personnel Check-In/Check-Out in Part Three.)**
- Conduct periodic review/evaluation of assignments and make necessary adjustments. Forward changes to the OAEOC. **(See Operational Area Resources Request Tracking Form in Part Three.)**

C. Activation (Responding Jurisdiction)

- Verify that the requesting jurisdictions have declared a local emergency.
- Establish ground rules for costs, duration, and personnel assignments from requesting agency.
- Forward information and specific details to responding personnel. **(See OAMA Dispatch Checklist Form in Part Three.)**
- Inform your operational area of the mission, duration, assignment and other particulars relating to OAMA resource requests.
- Maintain records of mutual aid resources sent.
- Establish contact with the OAMA Coordinator at the Operational Area, provide status updates when personnel are dispatched and released from their assignment.

D. Deactivation (Requesting Jurisdiction)

- Prior to deactivation ensure responding personnel have completed all necessary paperwork including an OAMA Exit Survey Form. Forward a copy of the exit survey to the operational area. **(See OAMA Exit Survey Form in Part Three.)**
- Complete an OAMA Evaluation Form and forward with a copy of the After Action Report to the operational area logistics section. **(See OAMA Evaluation Form in Part Three.)**
- Follow up on all open or unresolved actions. Confirm that responding jurisdictions have been notified of appropriate agency/department (include address and phone number) where information is to be forwarded.
- Forward copies of time sheets, daily activity logs and travel claim forms to your agency's finance officer for reimbursement processing.
- Conduct exit inspection of vehicles, assure travel routes are clear. Personnel rested prior to release.

E. Deactivation (Responding Jurisdiction)

- Prior to deactivation ensure responding personnel have completed all necessary paperwork including an OAMA Exit Survey Form. **(See OAMA Exit Survey Form in Part Three.)**
- Forward copies of time sheets, daily activity logs and travel claim forms to your agency's finance officer for reimbursement processing.
- Follow up on all open assignments. Forward status report to your operational area.

II. Operational Area

A. Normal Day-to-Day Operations

- Review the OAMA plan and familiarize yourself with the procedures.
- Work with your local jurisdictions and OEMS Regional Administrator to ensure you receive information on OAMA resources in your OES region.
- Develop and update regularly, a filing system or data base where the OAMA Program resources can reside and be immediately accessed.
- Provide the OES Regional Administrator with updated information on local jurisdictions and operational area resources.
- Identify roles and procedures for personnel you may receive through activation of OAMA.
- Participate in exercises and drills of the OAMA plan.

B. Activation (Requesting Operational Area)

- Verify local jurisdiction's emergency declaration.
- Assess needs of local jurisdictions and process their requests. **(See OAMA Needs Assessment Form in Part Three.)**
- Identify the positions or tasks that need to be filled in your request for mutual aid. Include where and when to report and to whom. **(See Operational Area Resource Request Form in Part Three.)**
- Review data base to determine what personnel best fit the request.
- Contact the local jurisdiction directly if they are in your operational area to request assistance. If assistance is needed from outside your operational area, process your request through your OES Regional Administrator.
- Forward a copy of your request to your OES Regional Administrator or regional EMMA Coordinator.
- Coordinate the negotiation of the specific terms and conditions of aid with the party that will provide it.
- Ensure arrangements have been made for lodging and local transportation for incoming personnel. **(See OAMA Dispatch Checklist Form in Part Three.)**
- Upon receiving mutual aid, ensure that personnel are briefed on the situation, their duties, whom they report to, and the duration. **(See OAMA Check-In and Check-Out Form in Part Three.)**

C. Activation (Responding Operational Area)

- Establish contact with the regional OAMA coordinator or logistics branch.
- Coordinate mutual aid requests from your OES Administrative Region to local jurisdictions.
- Ensure your OES Regional Administrator is informed of your personnel availability and other particulars, in the event that the situation becomes worse and more resources are needed.
- Receive instructions and forward specifics to responding personnel. **(See OAMA Dispatch Checklist Form in Part Three.)**
- Provide updated status reports on OAMA mutual aid to regional EMMA Coordinator or Logistics Branch. **(See Operational Area Resources Request Tracking Form in Part Three.)**

D. Deactivation

- Ensure personnel, prior to departure, complete an exit survey and forward a copy of the exit interview to the EMMA Coordinator at the REOC. **(See OAMA Exit Survey and OAMA Personnel Check-In/Check-Out Forms.)**
- Ensure all documentation (including copies of time sheets, travel claims, daily logs and other supporting documentation) has been received from the responding jurisdiction and forwarded to the accounting department for processing.
- Identify areas needing improvement and include comments with your after action report to your OES Regional Administrator. **(See OAMA Evaluation Form in Part Three.)**
- Update and correct information in your data base that was lacking or incorrect.

III. OAMA Coordinator

Requests for OAMA resources will be handled by the OAEOC's Logistics Section. Depending upon the escalation of resource requests, most requests will be handled by the Personnel Branch Coordinator. When activated the position of OAMA Coordinator will be located within the EOC's Logistics Section as part of the Personnel Branch at each level of SEMS.

The Personnel Branch or OAMA Coordinator is responsible for coordinating all emergency management personnel mutual aid requests received at or within their EOC, identifying sources of personnel support, requesting and assigning personnel as needs are identified.

A. Normal Day-to-Day Operation (Non-Active Status)

- Review the OAMA plan and familiarize yourself with the procedures and the OAMA Coordinator position and duties.
- Become familiar with emergency management and response personnel within your area. Be aware of the anticipated needs and skills of people within your area.
- Assist in the development and participate in an annual exercise of the OAMA plan.

B. Activation

***Note:** During a declared emergency, when activated the OAMA Coordinator reports to the Operational Area Emergency Operations Center. The OAMA Coordinator is then assigned to the Logistics Section-Personnel Branch.*

- Check-in with the Operational Area EOC Manager and Logistics Section Chief.
- Obtain briefing on situation.
- Set up branch workstation, use kit materials and on-site supplies. Familiarize yourself with OAEOC location and personnel.
- Open and maintain branch logs.
- Establish contact with other levels of SEMS which are operational (local, operational area and region EOC's).
- Determine status of OAMA resource requests and needs. **(See OAMA Resource Needs Assessment Form in Part Three.)**
- Attend all EOC briefings and meetings.
- Coordinate with other branches and advise them of OAMA Coordinator position activation.

- Oversee recruitment process and placements. The OAMA Coordinator will ensure requesting jurisdictions have made lodging arrangements for OAMA mutual aid personnel deployed.
- Communicate with appropriate EOC to verify tracking number assignment, that recruited OAMA personnel have been assigned, OAMA Dispatch Checklist Form has been faxed, and estimated time of arrival, along with duration of assignment has been confirmed.
- Determine future personnel needs based upon situations which are predicted to occur.
- Maintain information regarding:
 - * Mutual Aid requests for personnel being processed.
 - * OAMA personnel assigned by agency/location
 - * OAMA personnel in standby status
 - * Mutual Aid requests not filled by category.
- Attend all planning meetings.
- Provide situation report and resource information to Logistics Branch Chief, and Planning/Intelligence Section. Update on a periodic basis or as the situation changes.
- Keep Logistics Section Chief apprised of OAMA personnel needed and potential emergency manager and response personnel needs. **(See Situation Summary Form in Part Three.)**
- Track OAMA personnel processed by the Logistics Branch. Controls must be established for the accountability of personnel used. When relieved from duty, personnel should be documented as released (include date and time). Maintain current status and overall placement at all times. **(See Operational Area Resource Request Tracking Form in Part Three.)**
- Maintain personnel files for OAMA personnel which the branch has recruited and conduct intake orientation. Verify that all OAMA mutual aid personnel deployed have been documented for Worker's Compensation coverage.
- Identify any operational problems and take corrective actions. If personnel issues exist consult with the Logistics Branch Chief and OAEOC Administrator to resolve.
- Ensure orientation packets are developed and provided to personnel assigned to you. Packets should include at a minimum: daily activity logs, travel claim forms, time sheets, OAMA Check-In/Check-Out Form and OAMA Exit Form.
- Distribute all forms for reimbursement to OAMA personnel assigned to your EOC level. Document all non-personnel costs. Coordinate distribution and return of cell phone, pagers and other field supplies. **(See OAMA Check-In/Check-Out Form in Part Three.)**

- Participate in action planning meetings, provide input to situation reports, share status information with Operations Section, Planning/Intelligence Section, and other branches as appropriate.
- Keep other levels of Logistics Section - Personnel Branch - OAMA Coordinators apprised of overall situation and status of resource requests.
- Evaluate the efficiencies and effectiveness of the Program. **(See OAMA Evaluation Form in Part Three.)**
- Conduct exit surveys of OAMA participants at your level and forward copies to the next appropriate level. **(See OAMA Exit Survey Forms.)**
- Brief your replacement.
- Complete After Action Comments. **(See OAMA Evaluation Form in Part Three.)**
- Develop long-range planning to identify potential problems and solutions.

C. Deactivation

- Deactivate the position and close out logs when authorized by Logistics Section Chief.
- Ensure all deactivated OAMA personnel at your level complete all paperwork including the Exit Survey Form prior to your release and departure. **(See OAMA Exit Survey Form in Part Three.)**
- Schedule and notify all personnel of the time and place for an internal critique. Ensure all personnel are notified of any After Action Critiques.
- Provide input to the internal after action critique. Document findings of internal after action critique. Develop recommendations for program improvement. Identify additional costs that need to be addressed in future activations of the system.
- Ensure all logs, action plans, and activity records are collected. Turn in all records to EOC Logistics Section Chief.
- Ensure personnel deactivated turn in all supplies. **(See OAMA Personnel Check-In/Check-Out Form.)**
- Ensure that any open actions are assigned to appropriate agency, OAEOC or REOC element for follow up.
- Complete After Action Report including local jurisdiction evaluations of personnel assigned to them and mutual aid personnel exit interviews. Provide OES Regional Administrator with copy of report.

- Update internal procedures from "lessons learned" in After Action Report.

PART THREE

Forms

This section contains the minimum number of forms that are necessary for the OAMA Program. Additional forms may be developed as this program matures through use. Specific forms are referenced in the checklists in Part Two (in **bold** parenthesis).

Forms

- Operational Request for Jurisdiction Initial Damage Report
- Jurisdiction Status Report to Operational Area
- OAMA Resource Needs Assessment Form
- OAMA Dispatch Form
- OAMA Check-In and Check-Out Form
- OAMA Exit Survey Form
- OAMA Evaluation Form
- Resource Request Form (OASIS Form #160-1/93)
- Operational Area Resource Request Tracking Form (OASIS Form #17 - 1/93)

THIS IS A DRILL

THIS IS NOT A DRILL

**OPERATIONAL AREA REQUEST FOR JURISDICTION
INITIAL INCIDENT IMPACT REPORT**

*****IMMEDIATE RESPONSE REQUIRED FROM EMERGENCY SERVICES COORDINATOR*****

FROM: County of Orange Sheriff-Coroner/Emergency Management

Phone: 714) 628-7055 or 628-7060

FAX: (714) 628-7154

DUE TO _____ the Operational Area EOC has been activated as of
(date) _____ (time) _____. Immediate response to the following is required from all Orange County
Jurisdictions.

Date: _____ Time: _____

Jurisdiction Name: _____

Contact Name: _____ Phone: _____

Dir. of Emerg. Svcs. Name: _____ Phone: _____

THIS JURISDICTION'S EOC IS IS NOT ACTIVATED AT THIS TIME

EOC PHONE: _____ FAX: _____

THIS JURISDICTION HAS HAS NOT BEEN IMPACTED

Impact is: Major Moderate Minor Routine

Prognosis: ☐ No Change ☐ Worsening ☐ Improving

Details Attached: Fact Sheet Map Other _____

LOCAL EMERGENCY DECLARED OR BEING CONSIDERED: **Yes NO**

REQUEST FOR OPERATIONAL AREA EMERGENCY DECLARATION: **Yes NO**

REQUEST FOR GOVERNOR'S DECLARATION: **Yes NO**

REQUEST OA EOC BE ACTIVATED: **Yes NO**

REQUEST OA EOC TO STANDBY: **Yes NO**

THE FOLLOWING RESOURCES ARE:

NEEDED			AVAILABLE		
Fire	Public Works	Medical/Health	Fire	Public Works	Medical/Health
Police	Bldg. Inspectors	<input type="checkbox"/> Mental Health	Police	Bldg. Inspectors	<input type="checkbox"/> Mental Health
Dispatch	PIO	Shelter	Dispatch	PIO	Shelter
EOC Staff	Other _____		EOC Staff	Other _____	

FAX IMMEDIATELY TO OA EOC AT (714) 628-7154

THIS IS A DRILL

THIS IS NOT A DRILL

**JURISDICTIONAL STATUS REPORT
TO THE OPERATIONAL AREA**

*****IMMEDIATE RESPONSE REQUIRED BY OPERATIONAL AREA*****

CONTROL ONE SUPERVISOR
(714) 628-7008

OA EOC FAX
FAX: (714) 628-7154

Date: _____ Time: _____
Jurisdiction Name: _____
Contact Name: _____ Phone: _____
24 Hour Phone: _____ Phone: _____
Alternate Contact: _____ Phone: _____

Due to: _____ our EOC has been
activated as of (date) _____ (time) _____. Immediate
acknowledgment of the following report is required from the Operational Area.

THIS JURISDICTION HAS HAS NOT BEEN IMPACTED AT THIS TIME

Impact is: Major Moderate Minor Routine

Damage report and details are: Attached To be sent later

Prognosis: ☐ No Change ☐ Worsening ☐ Improving

Deaths: ☐ Yes ☐ No ☐ Unknown **Injuries:** ☐ Yes ☐ No ☐ Unknown

LOCAL EMERGENCY DECLARED OR BEING CONSIDERED: **Yes NO**

REQUEST FOR OPERATIONAL AREA EMERGENCY DECLARATION: **Yes NO**

REQUEST FOR GOVERNOR'S DECLARATION: **Yes NO**

REQUEST COUNTY EOC BE ACTIVATED: **Yes NO**

REQUEST COUNTY EOC TO STANDBY: **Yes NO**

THE FOLLOWING RESOURCES ARE:

NEEDED			AVAILABLE		
Fire	Public Works	Medical/Health	Fire	Public Works	Medical/Health
Police	Bldg. Inspectors	<input type="checkbox"/> Mental Health	Police	Bldg. Inspectors	<input type="checkbox"/> Mental Health
Dispatch	PIO	Other _____	Dispatch	PIO	Other _____

FAX IMMEDIATELY TO OA EOC AT (714) 628-7154

OAMA RESOURCE NEEDS ASSESSMENT

Please contact the next level of SEMS to determine possible personnel needs/availability. (Region to Operational Areas; Operational Area to local jurisdictions and special districts.)

Emphasize to personnel contracted this **does not** place them on standby. **THIS IS ONLY A QUERY.**
 Note: This is only a suggested list of position availability.

POSITIONS

Please indicate below the number of personnel available (a#)/or needed (n#) alongside of SEMS position. Additional availability or needs can be listed in the blank space.

<input type="checkbox"/> Local EOC Management _____ <input type="checkbox"/> Safety Officer _____ <input type="checkbox"/> Liaison Officer _____ <input type="checkbox"/> _____ <input type="checkbox"/> Local EOC Operations _____ <input type="checkbox"/> HazMat Branch Coordinator _____ <input type="checkbox"/> Field Rep. _____ <input type="checkbox"/> _____ <input type="checkbox"/> Local EOC Planning/Intelligence _____ <input type="checkbox"/> Situation Status & analysis Unit _____ <input type="checkbox"/> Advance Planning Unit _____ <input type="checkbox"/> Demobilization Unit Coordinator _____ <input type="checkbox"/> _____ <input type="checkbox"/> Local EOC Finance/Administration _____ <input type="checkbox"/> DSR Record-keeping Unit Coordinator _____ <input type="checkbox"/> _____ <input type="checkbox"/> Local EOC Logistics _____ <input type="checkbox"/> OAMA Coordinator _____ <input type="checkbox"/> _____ <input type="checkbox"/> Local EOC Public Information Officer _____ <input type="checkbox"/> Rumor Control Unit _____ <input type="checkbox"/> Media Liaison _____ <input type="checkbox"/> _____ <input type="checkbox"/> Local EOC Technical Advisor (Specialty) _____ <input type="checkbox"/> Damage Assessment Unit Leader _____ <input type="checkbox"/> Hazard Mitigation Assistant _____ <input type="checkbox"/> Recovery Process Unit Leader _____ <input type="checkbox"/> Human Resource Unit Leader _____ <input type="checkbox"/> _____	<input type="checkbox"/> OA EOC Management _____ <input type="checkbox"/> Safety Officer _____ <input type="checkbox"/> Liaison Officer _____ <input type="checkbox"/> _____ <input type="checkbox"/> OA EOC Operations _____ <input type="checkbox"/> Field Rep. _____ <input type="checkbox"/> _____ <input type="checkbox"/> OA EOC Planning/Intelligence _____ <input type="checkbox"/> Safety Officer _____ <input type="checkbox"/> Liaison Officer _____ <input type="checkbox"/> _____ <input type="checkbox"/> OA EOC Finance/Administration _____ <input type="checkbox"/> Time Unit _____ <input type="checkbox"/> Purchasing Unit _____ <input type="checkbox"/> Compensation Unit _____ <input type="checkbox"/> _____ <input type="checkbox"/> OA EOC Logistic _____ <input type="checkbox"/> OAMA/EMMA Coordinator _____ <input type="checkbox"/> _____ <input type="checkbox"/> OA EOC PIO _____ <input type="checkbox"/> Rumor Control Unit _____ <input type="checkbox"/> Medial Liaison _____ <input type="checkbox"/> _____ <input type="checkbox"/> OA EOC Technical Advisor (Specialty) _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
---	--

OAMA EXIT FORM

(Incident Name)

To assist us with the evaluation of the effectiveness of this program, please take a few minutes to fill out the following information. This information will be used to improve the Operational Area Mutual Aid Program for future disasters.

Name: _____ Title: _____

Agency: _____

Date Assignment began: _____ Release Date and Time: _____

Assigned position or function (if more than one please indicate): _____

Where your skills appropriate for your assignment? (if not indicate what skills/knowledge would be more effective)

What additional training or orientation would be helpful in performing this function?

What key topics should be covered in the After-Action Report?

Please add any additional comments on the back of this form. Thank you for taking the time to complete this form.

RETURN THIS FORM TO THE LOGISTICS SECTION

OAMA EVALUATION FORM

(Incident Name)

To assist us with the evaluating the effectiveness of this program, please take a few minutes to fill out this questionnaire. The information provided here will be used to make improvements in the OAMA program for future response to disasters. Thank you for taking the time to complete this form.

EMERGENCY MANAGEMENT OR RESPONSE PERSONNEL ASSIGNED TO YOUR FACILITY

Name	Title	Agency
------	-------	--------

What types of emergency management assistance provided to your operations did you find most helpful?

What types of assistance did you find least helpful?

What functions of your agency would most likely be in need of OAMA support? Indicate whether it would be in the response or recovery operations?

How did you learn about the availability of OAMA assistance?

How well did the skills/knowledge of the person assigned to you match your needs?

What aspects of the mutual aid process worked well?

What aspects of the mutual aid process did now work well and how would you improve this process?

Which disaster response issues, functions, or roles do you believe the OAMA program should focus on for planning mutual aid response to future disasters?

Additional comments (Please use the back of this sheet or a second page)

Please mail or fax your response to the Operational Area Manager

OAMA DISPATCH CHECKLIST

NAME: _____ AGENCY _____

BUSINESS ADDRESS: _____ PHONE () _____

FAX () _____

PAGER/CELL PHONE () _____

CONTACT PERSON (for emergency purpose only)

NAME _____ Relationship _____ PHONE () _____

ASSIGNMENT INFORMATION

INSTRUCTIONS: The following information is to be completed by the requesting jurisdiction, faxed to the responder, and the Operational Area Logistics Section. The Operational Area will fax to the OES Region.

Date/Time Assignment begins _____ Release Date (anticipated) _____

Assignment/Agency _____ Position _____

Location _____ Address _____

Report to: _____ Phone No. () _____
(Person or Position)

Operational Area Contact _____ Phone No. () _____

Travel Arrangements: (When this part is completed fax to responding OAMA personnel)

To be made by _____ Responder _____ Requesting Jurisdiction

Transportation by _____ Car _____ Plane _____ Other _____

Directions (should include map with location marked and written directions)

Flight Schedule

Lodging Information

Facility _____ Confirmation No. _____

Address _____ Contact Person _____

Phone No. () _____

SPECIAL COMMENTS (see back side or second page)

OAMA CHECK-IN AND CHECK-OUT FORM

(Incident Name) _____

NAME: _____	PHONE () _____ FAX () _____ PAGER/CELLPHONE () _____ Release date and time: _____
AGENCY _____	
LODGING FACILITY ADDRESS: _____	
Date duty began: _____	
Assignment (position or function; list all with corresponding beginning and release times) _____ _____	
Location: _____ _____	

EQUIPMENT AND SPECIAL ITEMS CHECK OFF

Items	Date Issued	Date Returned
EQUIPMENT		
Identification Badge	_____	_____
Cellular Phone	_____	_____
Pager	_____	_____
Computer	_____	_____
Parking Pass	_____	_____
Other Passes	_____	_____
_____	_____	_____
_____	_____	_____
Credit Cards (s)/No.	_____	_____
_____	_____	_____
_____	_____	_____
Car and Keys	_____	_____
Vehicle No. _____	_____	_____
Other Equipment	_____	_____
_____	_____	_____
FORMS		
Orientation Packet	_____	_____
Time Sheets	_____	_____
Daily Activity Logs	_____	_____
Expense	_____	_____
Claim/Documentation	_____	_____
EMMA Exit Survey Form	_____	_____

OPERATIONAL AREA RESOURCES REQUEST TRACKING FORM

[illegible]

RESOURCES REQUEST FORM				OASIS Form #160
Request Taken By: _____		Emergency Function: _____		
1. Date/Time	2. Local Ref. No.:	2.1 OA No.:	Region No.:	
3. Requestor Information: Name: _____ Agency: _____ Emergency Function: _____ Telephone #: _____ <div style="display: flex; justify-content: space-between; font-size: small;"> Day Night Pager, Fax, Other </div>				
4. Resources Requested: (Number & Type)				
5. Reason Resources Requested (What's the Mission?)				
6. Importance (circle one): Life Saving Life Sustaining Property Threatened Routine				
7. Date/Time Needed:		7.1 Duration Needed:		
8. Location resources Needed:		9. Name: _____ Agency: _____ Telephone #: _____ <div style="display: flex; justify-content: space-between; font-size: small;"> Day Night Pager, Fax, Other </div>		
8.1 Deliver to: (If Different from #8)				

TO BE COMPLETED BY MUTUAL AID/RESOURCES COORDINATOR HANDLING REQUEST

10. Your Name		10.1 Date/Time	
11. OA No.:	12. Notify Region:	Date:	Time:
13. Agency Providing Resources	13.1 Contact Name/ Telephone #:	13.2 Resources Provided	13.3 ETA Date/Time

**OPERATIONAL AREA AGREEMENT
OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS**

DATED: _____

(City or Jurisdiction)

BY _____

ATTEST:

By: _____

Date _____

NOTICE TO _____ TO BE GIVEN TO:

City/Jurisdiction

Name

City/Jurisdiction

Address

City/State/Zip

FAX Number

APPROVED AS TO FORM:

Dated _____

19 CCR § 2409

§ 2409. Operational Area Level.

(a) "Operational Area Level" means an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area. Each county geographic area is designated as an operational area. An operational area is used by the county and the political subdivisions comprising the operational area for the coordination of emergency activities and to serve as a link in the system of communications and coordination between the state's emergency operation centers and the operation centers of the political subdivisions comprising the operational area, as defined in Government Code s8559(b) & s8605. This definition does not change the definition of operational area as used in the existing fire and rescue mutual aid system.

(b) All local governments within the county geographic area shall be organized into a single operational area by December 1, 1995, and the county board of supervisors shall be responsible for its establishment.

(c) The operational area authority and responsibility under SEMS shall not be affected by non-participation of any local government(s) within the operational area.

(d) The county government shall serve as the lead agency of the operational area unless another member agency of the operational area assumes that responsibility by written agreement with county government.

(e) The lead agency of the operational area shall:

(1) Coordinate information, resources and priorities among the local governments within the operational area.

(2) Coordinate information, resources and priorities between the regional level and the local government level. Coordination of fire and law enforcement resources shall be accomplished through their respective mutual aid systems.

(3) Use multi-agency or inter-agency coordination to facilitate decisions for overall operational area level emergency response activities.

(f) The operational area EOC shall be activated and SEMS used as described in the SEMS Organizational Levels and Functions (s2403) when any of the following conditions exists:

(1) A local government within the operational area has activated its EOC and requested activation of the operational area EOC to support their emergency operations.

(2) Two or more cities within the operational area have declared or proclaimed a local emergency.

(3) The county and one or more cities have declared or proclaimed a local emergency.

(4) A city, city and county, or county has requested a governor's proclamation of a state of emergency, as defined in Government Code s8558(b).

(5) A state of emergency is proclaimed by the governor for the county or two or more cities within the operational area.

(6) The operational area is requesting resources from outside its boundaries, except those resources used in normal day-to-day operations which are obtained through existing agreements providing for the exchange or furnishing of certain types of facilities and services on a reimbursable, exchange, or other basis as provided for under the Master Mutual Aid Agreement.

(7) The operational area has received resource requests from outside its boundaries, except those resources used in normal day-to-day operations which are obtained through existing agreements providing for the exchange or furnishing of certain types of facilities and services on a reimbursable, exchange, or other basis as provided for under the Master Mutual Aid Agreement.

Note: Authority cited: Section 8607(a), Government Code. Reference: Sections 8607(a), 8558(c), 8559(b), 8605, 8561, 8616, 8617, 8618, Government Code.

HISTORY

1. New section filed 8-3-94; operative 9-2-94 (Register 94, No. 31).

**OPERATIONAL AREA AGREEMENT
OF THE COUNTY OF ORANGE AND POLITICAL SUBDIVISIONS**

DATED: June 17, 2020

Municipal Water District of Orange County
(City or Jurisdiction)

BY _____

Robert Hunter

General Manager

ATTEST:

By: _____

Maribeth Goldsby

District Secretary

Date June 17, 2020

NOTICE TO MUNICIPAL WATER DISTRICT OF ORANGE COUNTY TO BE GIVEN TO:

City/Jurisdiction

General Manager

Name

Municipal Water District of Orange County

City/Jurisdiction

18700 Ward Street

Address

Fountain Valley, CA 92778

City/State/Zip

714-964-9389

FAX Number

APPROVED AS TO FORM:

Dated _____



CONSENT CALENDAR ITEM

June 17, 2020

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors McVicker, Yoo Schneider, Dick)

Robert Hunter, General Manager

Staff Contact: Karl Seckel,
Charles Busslinger

**SUBJECT: APPROVAL OF AMP CAPACITY FLOW WAIVERS FOR YORBA LINDA
WD AND EOCWD DUE TO PFAS IMPACTS TO WELLS**

STAFF RECOMMENDATION

Staff recommends the Board of Directors approve/grant the AMP capacity flow waivers as presented.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

MWDOC has the obligation to enforce both the Allen McColloch Pipeline (AMP) Sales Agreement and the AMP Proceeds Agreement; these two separate agreements designated the terms and conditions for the transfer/sale of the AMP from the local agencies to MET in 1995.

One of the provisions of the Proceeds Agreement (excerpt attached) was for MWDOC and the AMP Participants to limit the capacity usage on the AMP by each participant to the capacity they held in the AMP at the time of transfer of the facility to MET. Below are the capacities from Exhibit B of the AMP Proceeds Agreement, reorganized for agency consolidations that have occurred since that time.

Budgeted (Y/N): n/a	Budgeted amount: n/a	Core __	Choice ✓
Action item amount:		Line item: Falls under the AMP Budget for enforcement of the AMP Sale and the AMP Proceeds Agreements	
Fiscal Impact (explain if unbudgeted):			

AMP Participant Agency	Reach D1
YLWD	30.04
Anaheim	28.72
Orange	22.74
EOCWD	9.57
IRWD	70.67
MNWD	83.77
ETWD	26.33
SMWD	124.46
TCWD	4.01
San Juan Capistrano	4.91
San Clemente	6.87
SCWD	3.90
	415.99

Section 3.06 (starting on page 20 of the AMP Proceeds Agreement) explains the financial implications for exceeding peak day capacity usage on the AMP, and includes a provision allowing MWDOC to **“not consider peak flows resulting from emergency situations, inadvertent flow changes or operational adjustments required by Metropolitan or other agencies” (see attachment).**

Since 1995, MWDOC has provided approximately ten “waivers” for agencies who exceeded their peak day AMP capacity or who might exceed their AMP capacity if a situation was known in advance. This has primarily occurred when local facilities were; out of operation due to an emergency, construction work impacting facilities, or due to planned shutdowns. Some waivers have been requested in advance and then were subsequently not needed. In emergency events, the flow exceedance may have occurred and then MWDOC notified the AMP Participants of the event to see if they had any concerns. There was also a waiver at one point to allow more in-lieu storage water to be taken by agencies to increase the groundwater storage in the OC Basin.

MWDOC was approached by YLWD whose wells have been impacted by PFAS to request a waiver for the summer months in case they peak above their 30.04 cfs of capacity in the AMP. The typical procedure when these events occur is to notify the AMP Participants and inform them of the event or the potential event and provide time to respond back to MWDOC staff. The AMP Participants were notified by email on May 11, 2020 and were asked to respond to MWDOC staff with any concerns. AMP Participants were also informed that this item would be formally considered by MWDOC’s P&O Committee and the MWDOC Board as follows to allow any of the AMP Participants to voice their opinions:

- June 1, 2020 at MWDOC’s P&O Committee
- June 17, 2020 at MWDOCC’s Board meeting

In discussions with YLWD staff, MWDOC staff suggested that the PFAS impacts meet the requirements of section 3.06 and that staff will be recommending approval of the flow waiver. Depending on the weather, the capacity exceedance may occur prior to the official action.

MWDOC staff also held similar discussions with EOCWD. They have also been impacted by PFAS along with several of the agencies they serve. EOCWD indicated they would like to be included in the same waiver as YLWD, in case their demands increase from their member agencies due to PFAS impacts.

Other questions MWDOC staff has received in recent years are whether or not the AMP Sale Agreement and the AMP Proceeds Agreement have expired; or if not, when they will expire? Staff has requested that MWDOC's Legal Counsel provide a formal legal opinion on these questions. The opinion will be provided to the MWDOC Board and the AMP Participants for consideration within the next month or two.

BOARD OPTIONS

Option #1: Approve/grant the flow waivers

Fiscal Impact: Should the AMP Participants not take issue with the temporary exceedances until appropriate measures can be instituted to remove PFAS from groundwater – None.

Should AMP Participants take issue with the temporary exceedances, then further analysis is required to determine the financial impact.

Business Analysis: Impacts of PFAS on OC Basin producers came on relatively suddenly and producers have not had sufficient time to retrofit their operations to remove PFAS.

Option #2: Do Not approve/grant the flow waivers

Fiscal Impact:

- Cost to YLWD for Reach D1 escalated at 4% (1993 to 2020) = \$106,684 per CFS, for each CFS rounded to the nearest CFS of exceedance.
- Cost to EOCWD for Reaches D1 through D5 escalated at 4% = \$559,740 per CFS, for each CFS rounded to the nearest CFS of exceedance.

Business Analysis: Should the Board determine that PFAS does not meet the definition of an emergency in the AMP Proceeds Agreement, then the above costs would be divided among the other AMP Participants, based on which agencies are not using their full capacity in the AMP.

STAFF RECOMMENDATION

Option # 1

Agreement, and all other documents connected therewith, the services of consultants and staff time ("Negotiation Costs") shall be allocated among the Participants and Leasing Agencies on the basis of their cfs-foot ownership under the Adjusted Capacities (as shown on Exhibit "B"). At the Closing Date, upon receipt of the Initial Payment from Metropolitan, MWDOC shall determine the total Negotiation Costs to be reimbursed to MWDOC and shall calculate each Participant's and Leasing Agency's share of said Negotiation Costs. MWDOC shall deduct each Participant's and Leasing Agency's share of the Negotiation Costs from its share of the Initial Payment prior to distribution or, with respect to those Leasing Agencies with a negative RPOI, shall either add such Participant's or Leasing Agency's share of the Negotiation Costs to its lump-sum payment under Section 3.02 or invoice the Participant or Leasing Agency separately for such share of the Negotiation Costs which will be paid within sixty (60) days of such invoice. In the event all of the Negotiation Costs to be reimbursed to MWDOC have not been determined at the time of the first distribution of Sale Proceeds, deductions and invoices for the remaining Negotiation Costs will be made at the time of subsequent distributions of sale proceeds.

section 3.06. Readjustment of Capacities.

During the term of this Agreement and until such time as Metropolitan augments the capacity of the AMP in any manner, including, but not limited to, construction of the Diemer Pump Station or other capital facility, MWDOC shall monitor each

Participant's and Leasing Agency's usage. At any time prior to augmentation of capacity in the AMP by Metropolitan, any Participant or Leasing Agency whose peak day flow exceeds its Adjusted Capacity, shall be required to pay for an additional full cubic foot per second (cfs) of capacity for the amount by which it exceeded its Adjusted Capacity rounded to the nearest cfs.

For purposes of determining whether a Participant or Leasing Agency has exceeded its capacity, MWDOC shall not consider peak flows resulting from emergency situations, inadvertent flow changes or operational adjustments required by Metropolitan or other agencies. The Peak Flow shall be defined as the most recent three-year moving average peak day flow in each reach of the AMP.

calculation of payment for use of additional capacity will be made in the same manner as Section 3.02, except that the price of capacity shall be escalated from 1993 to the year in which the readjustment is made at the annual interest rate of 4.0% and payment shall be made in cash at the time of the readjustment.

The readjustment of capacities hereunder and the payments shall not affect the Participants' and Leasing Agencies' RPOI or Debt Service Payments as provided herein. Payment for additional capacity purchases and the readjustment of capacities shall be shared among Participants and Leasing Agencies using less than their Adjusted Capacities in proportion to unused capacity calculated on the most recent three-year moving average of actual flows compared to the Adjusted capacities on a cfs-foot weighting system. Notwithstanding the reallocation provided herein, any

Participant or Leasing Agency may elect to forego any portion of the readjustment payment and retain the full amount of its Adjusted Capacity allocation. After Metropolitan completes any project which augments the capacity of the AMP in any amount, no further readjustment of capacity shall be made.

ARTICLE IV

OBLIGATIONS OF MWDOC

Section 4.01 Administration-of Proceeds Allocation.

MWDOC shall be responsible for and shall perform or provide for the performance of all functions necessary to administer the collection and allocation of funds under this Agreement. Said functions shall include:

- (a) Calculation of all amounts due from each Financing Participant at each rental payment date and notification of each Financing Participant of the amount and payment instructions thereof at least ten (10) days prior to the payment date.
- (b) Receipt of each installment payment from Metropolitan to be paid to MWDOC.
- (c) Calculation and distribution of each Participant's and Leasing Agency's share of Sale Proceeds based upon their RPOI and collection of the payments due from those Participants and Leasing Agencies with negative RPOIs.
- (d) Monitor peak day usage as provided in Section 3.06 and calculate readjusted capacities, and payments due to and from each Participant and Leasing Agency for the readjustment of



CONSENT CALENDAR 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

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

Committee concurred with staff recommendation.

DETAILED REPORT

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.

Budgeted (Y/N): NA	Budgeted amount: NA	Core X	Choice _
Action item amount: NA	N		
Fiscal Impact (explain if unbudgeted): 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

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

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					



CONSENT CALENDAR 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 TAMARIBUCHI**

STAFF RECOMMENDATION

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

Committee concurred with President Tamaribuchi's appointed MET Director Selection Committee and recommended the appointment be ratified by the Board.

SUMMARY

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

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

Board. The MWDOC Board shall retain a minimum of two (2) of the four (4) available MWDOC seats on the MET Board. “

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.



ACTION ITEM

June 17, 2020

TO: Board of Directors

FROM: **Public Affairs & Legislation Committee**
(Directors Yoo Schneider, Barbre and McVicker)

Robert Hunter
General Manager

Staff Contact: Heather Baez

SUBJECT: CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2021- BOARD OF DIRECTORS ELECTION – SOUTHERN NETWORK REGION, SEAT C

STAFF RECOMMENDATION

Staff recommends that the Board of Directors:

- Review and discuss the candidates running for the CSDA Board of Directors, Southern Network, Seat C
- Consider supporting a candidate and directing vote
- Authorize President Tamaribuchi, or his designee, to cast the District's online ballot

COMMITTEE RECOMMENDATION

The Committee will review this item on June 15, 2020 and make a recommendation to the Board.

SUMMARY

CSDA is governed by an 18-member Board of Directors elected by mail ballots. The Board consists of three directors from each of the six networks (Northern, Sierra, Bay Area, Central, Coastal & Southern) throughout California. The Board meets bimonthly in Sacramento to guide the Association's legislative and member benefit programs.

Budgeted (Y/N): n/a	Budgeted amount: n/a	Core X	Choice __
Action item amount: None		Line item:	
Fiscal Impact (explain if unbudgeted):			

Each CSDA member in good standing is entitled to vote for one director to represent its network. This year, CSDA is using a web-based online voting system. Electronic ballots were emailed on May 26, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020.

There are four candidates seeking election to fill Seat C on the CSDA Board of Directors, Southern Network, which includes Imperial, Los Angeles, Orange, Riverside, San Bernardino and San Diego Counties. Seat C is for a three-year term, ending in 2023.

The following candidates are running for Seat C:

- Ronald Coats
Board Member, East Valley Water District
- Daniel Jagger
General Manager, Beaumont-Cherry Valley Water District
- Greg Mills
Vice-President, Serrano Water District
- Arlene Schafer (incumbent)
Board Member, Costa Mesa Sanitary District

BOARD OPTIONS

Option #1

- Review and discuss the candidates running for the CSDA Board of Directors, Southern Network, Seat C; additionally, authorize President Tamaribuchi or his designee to cast the District's ballot.

Fiscal Impact: None

Business Analysis: MWDOC has been a CSDA member in good standing for many years. Participating in the election process not only keeps our agency engaged in the organization, but helps ensure that CSDA continues with strong leadership on their Board of Directors with qualified representatives leading the organization.

Option #2

- Take no action

Fiscal Impact: None

Business Analysis: Not participating in CSDA's election leaves the decision making to others. If the district does not vote on behalf of our interests, no one else will.

ATTACHED:

- Candidate statements and information sheets



EAST VALLEY WATER DISTRICT

LEADERSHIP | PARTNERSHIP | STEWARDSHIP

BOARD OF DIRECTORS

David E. Smith
President

Phillip R. Goodrich
Vice President

Chris Carrillo
Director

Ronald L. Coats
Director

James Morales, Jr.
Director

John Mura, General Manager/CEO

Dear Fellow CSDA Member:

Since joining the East Valley Water District Board in 2014, I have had the pleasure of being part of a world class organization. I firmly believe in the importance of transparent government and public service. With these foundational principles, I look forward to representing this region in a professional manner, as the Southern Network, Seat B, Board of Directors representative for the California Special Districts Association (CSDA).

I am a proud member of the California Special District's Association and currently sit on the Member Services Committee and the Professional Development Committee. I am committed to active civic engagement, where I was also an ambassador for the San Bernardino Area Chamber of Commerce; Chairman of the Citizens Oversight Committee for San Bernardino Community College District; Vice Chairman of Advisory Commission on Water Policy Board for San Bernardino Valley Municipal Water District; Budget Review Committee member for the San Bernardino City Unified School District; along with being a 36 gallon plus donor to Life Stream Blood Bank; served in the United States Army; and member of many other civic organizations.

I have had the opportunity to work with a number of organizations through my involvement with CSDA, and truly believe in the importance of sharing knowledge, experiences, and lessons learned. As a lifetime member of the CSDA Leadership Foundation, I have experienced the benefits of a strong peer network firsthand. With East Valley Water District recently receiving its Gold District of Distinction Accreditation, we look forward to continuing to be an active member in the valuable organization.

As a CSDA Director, I will bring that passion for good governance and public service. I look forward to conveying local issues for discussion on a broader level and working through the challenges and opportunities facing special districts in California.

Whether it is serving in the military, participation in local organization, or representing the residents East Valley Water District, I have taken great pride in being an active member of my community. I look forward to your consideration for allowing me the opportunity to serve on the board of our special district community.

Sincerely,

Ronald L. Coats
East Valley Water District Board Member



**California Special
Districts Association**
Districts Stronger Together

2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ronald L. Coats

District/Company: East Valley Water District

Title: Governing Board Member

Elected/Appointed/Staff: Elected

Length of Service with District: Six Years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

* Please see attached

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

* Please see attached

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

* Please see attached

4. List civic organization involvement:

* Please see attached

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

Ronald L. Coats – 2020 CSDA Board Candidate Information Sheet

1) Involvement with CSDA

- Currently serving on the Member Services Committee and the Professional Development Committee.
- Received the Recognition in Special District Governance.
- Received my Certificate of Completion in the Special District Leadership Academy Advanced Coursework.
- Attended several workshops, webinars and conferences through CSDA.

2) State-wide Associations

1. Member of the California State Sheriff's Association (Over 30 Years)

3) Local government involvement

1. Currently serving as a Director, previously served as Vice Chair and Chairman of the Board for East Valley Water District (5 Years)
2. Currently serving as Vice Chair for the Advisory Committee on Water Policy for the San Bernardino Valley Municipal Water District (2 Years)
3. Served on the Citizens Advisory Committee for the Review of the General Plan for the City of San Bernardino (2 Years)
4. Served as a member, Vice Chair and Chairman of the Citizens Oversight Committee for the San Bernardino City Unified School District (12 Years)
5. Served as a member and Chairman of the Citizens Oversight Committee for the San Bernardino Community College District (3 Years)
6. Currently serving as a Board President for the Association of San Bernardino County Special Districts (2 Years)

4) Civic involvement

1. Donated over 36 gallons of Blood to Life Stream Blood Bank in San Bernardino and Riverside Counties
2. Member of the American Legion Post 421 in Highland, CA. (Over 35 Years)
3. Conducted "mock" job interviews to seniors at Redlands Unified School District schools (3 Years)
4. Served on the Planning and Allocations and Community Impact Cabinet committees for the Arrowhead United Way (15 Years)
5. Served in the United States Army from August of 1966 until August of 1970, attaining the rank of Staff Sergeant. Served in the United States and The Federal Republic of Germany (4 Years)
6. Served as a member and Chairman of the Ambassadors for the San Bernardino Area Chamber of Commerce (15 Years)



**California Special
Districts Association**
Districts Stronger Together

2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Daniel K. Jagers

District/Company: Beaumont-Cherry Valley Water District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: Eight (8) years

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

None

- 2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

No

- 3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

No

- 4. List civic organization involvement:**

None

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

Promoted to the position of General Manager of Beaumont-Cherry Valley Water District in October 2017, Dan Jagers brings more than 25 years of professional experience to the District. Prior to this appointment, Mr. Jagers served BCVWD for more than five years as Director of Engineering, overseeing long-range planning, capital improvements, and project design on local and regional levels.

As General Manager, Mr. Jagers directs the activities of the District, moving the District toward its goals while maintaining consistency with the District's mission and vision. Mr. Jagers provides leadership based on the direction set by a five-member elected Board of Directors, manages operations, strategic planning, and policy implementation.

Mr. Jagers' experience as Director of Engineering for BCVWD garnered him the internal knowledge and proficiency to guide and manage the District. He directed and participated in Engineering Department goals and operating policies, provided direction to managers and coordinated all issues needing Board approval or policy direction from the Board of Directors.

A resident of the inland empire for more than 26 years, Dan brings local knowledge and experience to the District. He served as a Senior Engineer at Desert Water Agency, and spent 18 years in the private sector as a Senior Engineering Consultant with Krieger & Stewart, Inc. where he focused on all aspects of public facilities planning, design and construction service including full support services for small to large public infrastructure projects for water, recycled water, wastewater, storm water, site development, and street improvements. From planning, design and construction project management, Mr. Jagers' experience is high level and varied.

Dan's combination of public and private experience make him an asset to BCVWD.

Mr. Jagers graduated from Ohio State University with a Bachelor of Science in Civil Engineering. He is a Registered Civil Engineer in the State of California and has developed a reputation for trustworthiness, positivity, passion and professionalism.



California Special
Districts Association
Districts Stronger Together

2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Greg Mills

District/Company: Serrano Water District

Title: Vice President/Director

Elected/Appointed/Staff: _____

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Actively attends conference.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA-JPIA Board member - 2 years.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Orange County Sanitation District (Director 2 years); Orange

County Vector Control (Director 3 years); Villa Park City

Councilman & Mayor (4 years).

4. List civic organization involvement:

Villa Park Rotary (22 years); Indian Princess (7 years); Elks

Club (8 years).

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

GREG MILLS

Candidate for Seat C CSDA



BUSINESS

- Small business owner – sixteen years
- Analytical Chemist – six years
- Process Engineer – six years
- Technical Marketing Manager – three years
- Marketing Director – three years
- Marketing Executive – five years

COMMUNITY INVOLVEMENT

- Board Member (Vice President) - Serrano Water District three years
- Villa Park City Councilman – four years; One term Mayor and one term Mayor Pro-Tem (one year each)
- Orange County Sanitation District - Director two years
- Orange County Vector Control District - Director three years
- ACWA-JPIA - Representative Serrano Water District
- Villa Park Family Picnic – five years
 - Chair – three years
- Eagle Scout; Camp Counselor
- Villa Park Rotary - Board member twenty-two years
 - Club President; Paul Harris Fellow; Speaker Chair
- Indian Princess YMCA - seven years
- Orange Elks Lodge – seven years

PROFESSIONAL

- American Chemical Society – thirty years
- CS Mantech – eleven years
- PDA (Parenteral Drug Association)– five years
- ISPE (International Society of Pharmaceutical Engineering – eight years
- SEMI (Semiconductor Equipment and Manufacturer Institute – nine years
- Optical Society of America – four years
- MEPTEC
- AVS (American Vacuum Society)
 - ICMCTF

EDUCATION

- B.A., Chemistry – Illinois College
 - Phi Alpha President/Vice President
- M.S., Engineering Management – Santa Clara University

PERSONAL

- Married – 25 years. Wife: Journalist and active member of the community. One daughter currently at university.



California Special
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Districts Stronger Together

2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Arlene Schafer

District/Company: Costa Mesa Sanitary District

Title: Board Secretary

Elected/Appointed/Staff: Elected

Length of Service with District: 20

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Current CSDA Board member, Legislation Committee member, Professional Development Committee member, Alliance Executive Council Committee member, Member Services Committee, Finance Committee member.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

League, California Association Sanitation Agencies (CASA)

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Orange County LAFCO Chair, Orange County Council of Governments, Independent Special Districts Orange County

4. List civic organization involvement:

Harbor Mesa Lions, Costa Mesa Chamber of Commerce Government Association Committee

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

ELECT ARLENE SCHAFER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION SOUTHERN NETWORK, SEAT C

Arlene Schafer — Secretary Costa Mesa Sanitary District



PREVIOUS EXPERIENCE SERVING SPECIAL DISTRICTS

- ◆ OC LAFCO Chair
- ◆ CSDA Board President
- ◆ CSDA Board Vice President
- ◆ CSDA Board Secretary
- ◆ CSDA Finance Corporation
- ◆ CSDA Legislation Committee
- ◆ CSDA Fiscal Committee
- ◆ CSDA Membership Committee
- ◆ Independent Special Districts Orange County (ISDOC) Second Vice President

It has been an honor to serve as your Southern Network, Seat C representative for the past 12 years. I believe my 28 years of experience as a local government leader that includes 20 years serving special districts in a variety of different capacities makes me the best candidate. I believe it is important for CSDA to continue serving as an advocate for California special districts by informing the legislature and the public of the important and essential services we provide to our communities. Furthermore, I believe it's important for special districts to demonstrate good governance that will help earn the public's trust.

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 20 years. CMSD provides solid waste and wastewater collection services to over 116,000 residents residing in the City of Costa Mesa and portions of Newport Beach and the unincorporated Orange County. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence and CMSD is one of few special districts in California that received Platinum Recognition in Special District Governance.

If re-elected, I will continue to collaborate with CSDA committees to ensure you have educational opportunities to enhance special district governance and help elevate public awareness of the role we play as the form of government closest and most directly accountable to our constituents. I believe my experience, knowledge, dedication and commitment to special districts will enable me to represent you well and I am asking for your vote and support. Please vote for Arlene Schafer by **July 10, 2020.**



ACTION ITEM

June 17, 2020

TO: Board of Directors

FROM: **Public Affairs & Legislation Committee**
(Directors Yoo Schneider, Barbre and McVicker)

Robert Hunter
General Manager

Staff Contact: Heather Baez

**SUBJECT: EXTENSION OF CONSULTING CONTRACT WITH ACKERMAN
CONSULTING**

STAFF RECOMMENDATION

Staff recommends the Board of Directors to consider extending the contract with Ackerman Consulting for specialized services.

COMMITTEE RECOMMENDATION

Committee will review this item on June 15, 2020 and make a recommendation to the Board.

REPORT

Ackerman Consulting has provided legal and regulatory consulting services to the Municipal Water District of Orange County (MWD OC) since 2009. This contract was sent out for competitive bid in 2018 for a one-year contract beginning in fiscal year 2018-2019, with the option to renew annually for four additional years. This is year three of the new contract. The proposed scope of services, provided by Mr. Ackerman, is included for your review, input, and approval.

SCOPE OF WORK

The following has been provided by Mr. Ackerman:

Budgeted (Y/N): Y	Budgeted amount: \$36,000	Core X	Choice ____
Action item amount: \$36,000	Line item: 31-7040		
Fiscal Impact (explain if unbudgeted):			

Scope of Work:

- Advise MWDOC on current legal, regulatory and other events bearing on water issues
- Monitor and keep MWDOC informed on opportunities to participate in various groups related to water, CEQA reform, and public works initiatives
- Monitor and advise MWDOC on issues of concern to its member agencies
- Work with Orange County cities, the Association of California Cities-Orange County, and the Orange County League of Cities in association with MWDOC and its priorities and principles
- Work with the Board of Directors, staff, and member agencies on regional efforts in Orange County
- Assist in developing strategies and policies to raise awareness and support of issues relating to MWDOC and its member agencies
- Monitor, track, and analyze local issues that relate to MWDOC and its member agencies

Mr. Ackerman will continue working within the scope of services helping MWDOC identify priorities and opportunities in the outlined areas as needed. Compensation is to be on a “time and material” basis, not to exceed \$36,000 on an annual basis.

BOARD OPTIONS

Option #1

- Approve contract extension for one year with Ackerman Consulting.

Fiscal Impact: \$36,000 for FY 2020-2021 (approved in the budget)

Business Analysis: Mr. Ackerman’s background, legal expertise, and community/industry relations provide MWDOC directors and staff with legal and regulatory events and information related to local, regional and statewide water issues. In addition, Mr. Ackerman provides assistance with CEQA reform, public works initiatives and issues of concern to MWDOC and its member agencies as needed.

Option #2

- Do not approve contract extension with Ackerman Consulting.

Fiscal Impact: Reduced costs of \$36,000

Business Analysis: MWDOC will see a decrease in legal/regulatory information, along with a decrease in access to a specialized consultant with years of institutional knowledge and beneficial relationships.

GENERAL MANAGER'S REPORT OF STAFF ACTIVITIES JUNE 2020

MWDOC Agencies Managers Meeting	<p>MWDOC held its Member Agency Managers' meeting on Thursday, May 21, 2020 via Zoom.</p> <p>In attendance were: R. Correa – Brea, M. McGee – Buena Park, L. Ohlund - East Orange County WD, D. Cafferty – El Toro WD, M. Sprague & H. Lee – Fountain Valley, C. Pasillas – Garden Grove, B. Ragland – Huntington Beach, P. Cook & P. Weghorst – Irvine Ranch WD, J. Chavira – La Palma, J. Lopez – Moulton Niguel WD, S. Catron & M. Vukojevic – Newport Beach, M. Markus, J. Kennedy, A. Hutchinson – OCWD, D. Rebensdorf & L. Brotman – San Clemente, D. Feron & J. Leach – Santa Margarita WD, J. Vilander – Serrano WD, F. Paludi – Trabuco Canyon WD, M. Grisso – Tustin, S. Miller – Westminster, R. Weston – Yorba Linda WD, M. McWade - Fullerton</p> <p>Staff in attendance were: R. Hunter, H. Baez, M. Baum-Haley, J. Berg, C. Busslinger, D. Micalizzi, K. Seckel, H. De La Torre, V. Osborn, C. Lingad</p> <p>Information/Discussion Items:</p> <ul style="list-style-type: none"> • COVID-19 Update • MWDOC Budget <ul style="list-style-type: none"> ○ Timing of the discussions for: ○ Economic Benefit Studies • MWDOC Member Agency Broader Issues Discussion • SWRCB Proposed Water Loss Standard • MWDOC Water Loss Shared Service • Metropolitan IRP Process Update <p>Next meeting will tentatively be held June 18, 2020</p>
Meetings	<ul style="list-style-type: none"> • Charles Busslinger, Cathy Harris, & Chris Lingad participated in a Zoom meeting on May 5, 2020 with consultant IDS to discuss their involvement through each phase of the Admin building seismic retrofit and remodel. • Chris Lingad attended a meeting on May 7, 2020 with SCWD, MET and Woodbridge HOA to discuss site details of SCWD's CM-10 rehab project. • Charles Busslinger and Chris Lingad participated in a conference call on May 7, 2020 with MWDOC owner's representative ABS Consulting and OCWD to discuss power management and HVAC details for the admin building rehab. • Chris Lingad coordinated a site visit of the MWDOC admin building with owner's representative ABS on May 18, 2020. During the walkthrough, ABS assessed the building and compared it to the current plan set. An updated constructability review will be provided. • Charles Busslinger attended the May 12, 2020 San Juan Basin Authority (SJBA) Board meeting. The SJBA Board is currently discussing the status of SJBA and any updates needed for this nearly 50-year-old joint powers agency that manages

Meetings – continued	<p>and protects groundwater in the San Juan Creek watershed in South Orange County. Discussions will continue at the June 2020 meeting.</p> <ul style="list-style-type: none"> • Rob Hunter, Karl Seckel, and Charles Busslinger attended the May 15, 2020 Santa Ana Regional Water Quality Control Board Zoom workshop on the proposed Poseidon Desalination Project and the 'need for water'. Karl Seckel presented sources of water for Orange County, alternative definitions of "need" for a water supply project and the role of water agencies, Urban Water Management Plans, non-mandated planning documents, and what was and was NOT in the 2018 OC Water Reliability Study • Karl Seckel and Charles Busslinger attended the May 18, 2020 SCWD Engineering & Operations Committee Zoom meeting. The request for approval to conduct an alternative study to the Doheny Desalination Project was discussed. • Charles Busslinger attended the May 20, 2020 Salinity Economic Impact Model (SEIM) Go-to-Meeting training session conducted by the US Bureau of Reclamation. The model is an update from the 1999 model. Charles Busslinger is currently working on opportunities to make additional modifications to the model to bring the model to the retail agency level to allow for individual project analyses at the retail agency level to better quantify salinity damages/salinity control benefits for each retail agency. • Charles Busslinger attended the May 22, 2020 Urban Water Management Plan Request for Proposals Zoom meeting with potential consultants to discuss details of the upcoming 2020 UWMP project. • Charles Busslinger attended a May 26, 2020 meeting with MET staff to discuss possible modifications to the Salinity Economic Impact Model (SEIM). This is an on-going effort to make the SEIM more relevant to our member agencies in the ability to quantify salinity damages/salinity control benefits. • Karl Seckel was selected by Dr. Sunni Jiang from UCI to participate in a 6-month Roadmap Team Process for Municipal Water under the National Alliance for Water Innovation (NAWI). Municipal Water is one of five roadmaps, the others being Power, Resource Extraction, Industrial and Agriculture. NAWI is a U.S. Department of Energy-funded Innovation Hub awarded to Lawrence Berkeley National Laboratory in Berkeley, California to conduct early-stage research on desalination and associated water-treatment technologies to secure affordable and energy-efficient water supplies for the United States from nontraditional water sources (https://www.nawihub.org/). NAWI's five-year research program will consist of collaborative early-stage applied research projects involving DOE laboratories, universities, federal agencies, and industry partners. <p>The Municipal Water Roadmap Team will help identify and establish future research priorities for NAWI, focusing particularly on the needs and opportunities within the Municipal sector. The road mapping effort will include engagement with stakeholders through interviews, workshops, and surveys. Each core team is composed of 6 members from industry, university, national labs, federal agencies and end users/decision maker (my role) for municipal water planning in Southern California region.</p>
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Meetings – continued	<p>NAWI was selected in 2019 to support the U.S. Department of Energy's Energy-Water Desalination Hub. Along with co-founding laboratories Oak Ridge National Laboratory in Tennessee and the National Renewable Energy Laboratory in Colorado, NAWI brings together a world-class team of industry and academic partners to examine the critical technical barriers and research needed to radically lower the cost and energy of desalination. UCI is a university partner in this process.</p> <p>NAWI is composed of the founding Research Consortium (four DOE national labs, 10 industry partners, 19 leading U.S. research universities), a Research Advisory Council, an Industry Advisory Council, and the NAWI Alliance, an open-membership organization.</p> <p>DOE is expected to support the Hub with \$100 million in funding over five years, with an additional \$34 million in cost-share contributions from public and private stakeholders.</p> <p>NAWI's focus is on early-stage research on desalination and associated water-treatment technologies to secure affordable and energy-efficient water supplies for the United States from nontraditional water sources.</p> <p>Major partners include:</p> <ul style="list-style-type: none"> • Electric Power Research Institute • US Department of Energy, Office of Energy Efficiency and Renewable Energy • Water Research Foundation • California Department of Water Resources • Lawrence Berkeley National Laboratory • Oak Ridge National Laboratory • National Renewable Energy Laboratory • National Energy Technology Laboratory • 19 founding university partners • 10 founding industry partners
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MET ITEMS CRITICAL TO ORANGE COUNTY

MET's Finance and Rate Issues

At the May 11 Finance and Insurance Committee meeting, MET Staff gave a third quarter financial review (July to March). The presentation noted that Projected Total Revenues were projected to end \$265.5 million less than budget. This is primarily due to lower than anticipated water sales. Similarly, the expenses are projected to reduce by \$255.3 due to lower State Water Contractor costs, debt service, demand management, and repair and replacement expenses; as shown below. Nonetheless, the projected net revenue is still expected to exceed the projected total expenses resulting in a slight increase in net reserves; from \$460.1 million to \$487.2.

FY 19/20 Revenues				
March 31, 2020 (\$ in millions)				
	YTD Actual	FY Projected	FY Budget	Variance
Water	\$ 891.0	\$ 1,237.9	\$ 1,528.5	\$ (290.6)
RTS	100.5	134.5	134.5	-
Capacity Charge	22.9	30.5	31.2	(.7)
Power	14.9	19.1	19.1	-
Taxes, net	107.5	143.4	118.1	25.3
Interest	15.1	18.3	17.8	.5
Other	7.0	11.5	11.5	-
Total Revenues	\$ 1,158.9	\$ 1,595.2	\$ 1,860.7	\$ (265.5)
Finance & Insurance Committee Item 6a Slide 2 May 11, 2020				
FY 19/20 Expenses				
March 31, 2020 (\$ in millions)				
	YTD Actual	FY Projected	FY Budget	Variance
State Water Contract	\$ 457.4	\$ 517.9	\$ 589.5	\$ 71.6
Supply Programs	60.9	73.3	54.4	(18.9)
CRA Power Costs	24.8	39.5	53.0	13.5
Debt Service	272.0	283.4	330.9	47.5
Demand Management	35.2	47.2	85.8	38.6
Departmental O&M	359.6	496.4	496.4	-
R&R/General Fund	28.2	30.0	120.0	90.0
California WaterFix	-	-	13.0	13.0
Total Expenses	\$ 1,238.1	\$ 1,487.7	\$ 1,743.0	\$ 255.3
Finance & Insurance Committee Item 6a Slide 3 May 11, 2020				

Colorado River Update	<p><u>Metropolitan and Southern Nevada Water Authority Sign Letter of Intent</u></p> <p>In March, Metropolitan and the Southern Nevada Water Authority (SNWA) took a historic first step towards partnering together to develop a Regional Recycled Water Program (RRWP) by signing a Letter of Intent (LOI). Metropolitan and SNWA have a long history of working together to enhance Colorado River supplies, and this LOI furthers that effort. In the LOI, Metropolitan and SNWA agree to build on the existing cooperative working relationship in order to lay the foundation to further the goal of developing the RRWP. This effort will lead to a joint development agreement that provides the scope and terms of contributions and allocations, if the RRWP is finalized and approved by Metropolitan's Board of Directors and other conditions are met. Metropolitan and SNWA anticipate that the development agreement will describe the scope of the project, including studies, planning, and construction; allocate resources provided by each party; commit the parties to future water distributions upon project completion; and provide for the parties to cooperate regarding any necessary regulatory changes.</p> <p><u>Paradox Valley Unit to Resume Brine Injection Operations</u></p> <p>The U.S. Bureau of Reclamation (Reclamation) notified cooperating agencies of its intent to begin a six- month test of decreased injection well operations at the Paradox Valley Unit in April. The injection well has been shut down for more than a year, since an earthquake occurred in that area more than a year ago. During this test, Reclamation will capture and dispose of brine at a reduced injection rate of 68 percent. Reclamation plans to closely monitor the injection pressure and seismic response near the well. If any abnormal responses are observed, Reclamation will shut down well operations for evaluation. Reclamation will use data collected during the test to decide how to operate the well in the future. This level of operation could capture and inject approximately 63,000 tons of salt per year.</p> <p><u>Bard Seasonal Fallowing Program Update</u></p> <p>Metropolitan and Bard Water District (Bard) launched the Bard Land Management and Seasonal Fallowing Program (Program) on April 1, following the execution of agreements with four farmers within the Bard Unit in March. Metropolitan has since performed an inspection of the fallowed land. The total enrolled acreage for the 2020 Fallowing Season is approximately 2,750 irrigable acres, which will occur from April 1 to July 31, 2020. By providing an annual incentive of \$452 per irrigable acre fallowed, Metropolitan will issue a total payment of \$1.26 million for this year's fallowing season. In addition to the payments to participating farmers, Bard will receive an estimated payment of \$326,000, which includes \$15,000 for direct program costs and system improvements. Metropolitan anticipates that it will receive about 5,500 acre-feet of Colorado River supply under this program this year.</p> <p>Bard and Metropolitan are amending the original agreement within the authority provided by Metropolitan's Board. To ensure Metropolitan only provides funding to lands that could have been otherwise irrigated; the amendment defines which acres within the Bard Unit are "fallowable" and therefore eligible for participation in the Program. The amendment also clarifies Metropolitan's method of calculating fallowed acreage for the Program.</p>
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Colorado River Update - continued	<p><u>Reclamation begins 2007 Interim Guideline Review</u></p> <p>In March, Reclamation hosted a webinar to outline the process that the Department of Interior, acting through Reclamation, will follow to complete its formal review for evaluating the effectiveness of the 2007 Interim Guidelines (Guidelines) for the operation and management of the Colorado River. In the Record of Decision that adopted the Guidelines, the Secretary of the Interior is to initiate the review no later than December 31, 2020, in consultation with the Colorado River Basin States. In the webinar, Reclamation explained that they would focus the review on how well the Guidelines performed for the purposes identified in the Record of Decision, including providing the operations of Lake Powell and Lake Mead, greater certainty in water supplies, and the incentives to conserve and store water in Lake Mead. They plan to complete their review by the end of 2020. There will be two opportunities for the public to provide input: (1) during the current initial scoping process in April and May 2020, and (2) after the preliminary draft report is issued this summer. Metropolitan is coordinating with other agencies to develop a single comment letter from the Basin States to Reclamation.</p>
<h2 style="text-align: center;">ENGINEERING & PLANNING</h2>	
Doheny Ocean Desalination Project	<p>South Coast Water District (SCWD) continues working on the project:</p> <ul style="list-style-type: none"> • SCWD submitted their NPDES permit application on March 13, 2020. SCWD anticipates approval of the NPDES permit in the Fall 2020. The next step would be the Coastal Commission with a permit anticipated in Feb 2021. • Work is progressing on the Financial Analysis for a 2 mgd and 5 mgd scenario. A workshop is currently being planned. • Work is also progressing on an Alternative Energy Study for the project. A draft report for SCWD staff review is expected in May 2020. <p>SCWD staff is now also proposing to evaluate alternative project options that meet reliability benefits for SCWD similar to the Doheny Desalination Project, along with reducing overall life-cycle costs in light of the uncertain economic situation moving forward due to the COVID-19 pandemic.</p> <p>The Doheny Desalination Project is currently sized at a capacity of up to 5 MGD, which exceeds SCWD's average potable water demand expected during emergencies. SCWD has only received interest from SMWD for about 1 mgd of supply from Doheny. This leaves South Coast with potential capacity for others in a 5 MGD facility. Based on this, along with regional financial hardships caused by the COVID-19 pandemic and potential economic recession, SCWD believes that it is necessary to consider alternative and potentially lower cost project options, to utilize and potentially expand existing assets as a means to meet their reliability needs.</p> <p>This new study will review design parameters and existing conditions at SCWD's existing Groundwater Recovery Facility (GRF), to obtain a comprehensive understanding of actual production capacity of the GRF and current limitations and reliability concerns. A range of additional water production volumes needed to maintain emergency reliability for SCWD would be developed. Current estimates are</p>

Doheny Ocean Desalination Project – continued	that 1.2 to 2.2 mgd of additional reliability will be needed for SCWD based on a GRF production volume of 0.8 mgd
SMWD San Juan Watershed Project	<p>Santa Margarita WD continues to focus on diversifying its water supply portfolio for south Orange County residents, businesses, schools, and visitors through the San Juan Watershed Project.</p> <p>The original project had three Phases; Phase 1 was three rubber dams recovering about 700 AFY; Phase 2 added up to 8 more rubber dams with the introduction of recycled water into the creek to improve replenishment of the basin for up to 6,120 AFY, and Phase 3 added more recycled water topping out at approximately 9,480 AFY. Under this arrangement, most or all of the production and treatment involved the existing San Juan Groundwater Desalter with expansions scheduled along the way to increase production beyond 5 mgd. Fish passage and regulatory hurdles to satisfy subsurface travel time requirements are being tackled.</p> <p>SMWD is working with the Ranch on the next phase of development within SMWD and have access to riparian groundwater from the Ranch. Furthermore, they have discovered that the local geology has high vertical percolation rates and sufficient groundwater basin travel time to potentially allow percolation of treated recycled water with an ability to meet the required travel time. SMWD is of opinion that groundwater production and treatment of the groundwater can be initiated in a relatively short time-frame while permitting for percolation augmentation using recycled water from the nearby Trampas reservoir can be added as permitting allows. SMWD believes the new project area may be able to ultimately produce 4,000 to 5,000 AF per year; they believe the original project will continue to be developed for production out of the wells and treatment provided by San Juan Capistrano as the two agencies merge. Ultimate production out of the basin could exceed 10,000 AF per year if all goes well.</p>
Local Supply Integration	On May 21, 2020, the MWDOC Board approved the staff recommendation to authorize the General Manager to enter into a professional services agreement with Black & Veatch to build and calibrate an OC regional distribution hydraulic model. Black & Veatch proposes to complete the hydraulic model before the end of the calendar year.
South Orange County Emergency Service Program	<p>MWDOC, IRWD, and Dudek have completed the study to determine if the existing IRWD South Orange County Interconnection capacity for providing emergency water to South Orange County can be expanded and/or extended beyond its current time horizon of 2030.</p> <p>Dudek participated in the November 6, 2019 SOC workshop to re-engage with the SOC agencies on this project. Support from the agencies was expressed to take a small next step to install Variable Frequency Drives at a pump station within IRWD, which would be paid for by SOC to help move water from the IRWD system to SOC in an emergency. The Variable Frequency Drives will provide more flexibility to the IRWD operations staff to allow additional water to be sent to SOC while meeting all of the IRWD needs.</p>

Strand Ranch Project	<p>MWDOC and IRWD are continuing to exchange ideas on how to implement the program to capture the benefits that can be provided by the development of “extraordinary supplies” from the Strand Ranch Project. Staff from MWDOC and IRWD are continuing to discuss methods of quantifying the benefits of the program.</p>
Poseidon Resources Huntington Beach Ocean Desalination Project	<p>The Santa Ana Regional Water Quality Control Board (SARWQCB) continues to work with Poseidon on renewal of the National Pollutant Discharge Elimination System (NPDES) Permit for the proposed HB Desalination Project.</p> <p>The renewal of the NPDES permit for the proposed desalination facility requires a California Water Code section 13142.5(b) determination in accordance with the State’s Ocean Plan (a.k.a. the Desalination Amendment). To make a consistency determination with the Desalination Amendment, the Regional Board is required to analyze the project using a two-step process:</p> <ol style="list-style-type: none"> 1. Analyze separately as independent considerations, a range of feasible alternatives for the best available alternative to minimize intake and mortality of all forms of marine life: <ol style="list-style-type: none"> a. Site b. Design c. Technology d. Mitigation Measures 2. Then consider all four factors collectively and determine the best combination of feasible alternatives. <p>Regional Board staff reviewed hundreds of documents and input from both an independent reviewer and a neutral 3rd party reviewer to develop Tentative Order R8-2020-0005.</p> <p>The key areas required by the Ocean Plan on which the Santa Ana Water Board is required to make a determination, includes:</p> <ul style="list-style-type: none"> • Facility onshore location; • Intake considerations including subsurface and surface intake systems; • Identified need for the desalinated water; • Concentrated brine discharge considerations; • Calculation of the marine life impacts; and • Determination of the best feasible mitigation project available. <p>In evaluating the proposed project, Santa Ana Regional Board staff interpreted “the identified need for the desalinated water” as whether or not the project is included in local area water planning documents, rather than a reliability need as analyzed in the OC Water Reliability Study. The Regional Board staff referenced several water planning documents; Municipal Water District of Orange County’s (MWDOC) 2015 Urban Water Management Plan (UWMP), the OC Water Reliability Study, OCWD’s Long Term Facilities Plan, and other OCWD planning documents in their evaluation of Identified Need.</p> <p>On December 6, 2019, SARWQCB, Regional Board staff conducted a workshop in Huntington Beach that was heavily attended with a considerable range of views</p>

Poseidon Resources Huntington Beach Ocean Desalination Project - continued	<p>expressed at the meeting. Several of the SARWQCB members were somewhat confused about the evaluation of “Identified Need” for the project (inclusion in local water planning documents vs. an identified reliability need for the project) and requested staff to help them understand the issue better.</p> <p>On May 15, 2020, SARWQB held a second workshop, which focused on the identified need for the desalinated water and marine life mitigation requirements. Karl Seckel presented to the Regional Board on a number of topics including MWDOC’s role in Orange County, alternative definitions of “need” for a water supply project and the role of water agencies, Urban Water Management Plans, non-mandated planning documents, and what was and was NOT in the 2018 OC Water Reliability Study.</p> <p>Assuming success at the Regional Board in July, Poseidon would then seek its final permits from the California Coastal Commission (CCC). The CCC has committed to reviewing the permit within 90 days of the SARWQCB NPDES permit issuance.</p>
Trampas Canyon Dam and Reservoir	<p>Trampas Canyon Reservoir and Dam (Trampas Reservoir) is a seasonal recycled water storage reservoir, with a total capacity of 5,000 AF, of which 2,500 AF is available to meet Santa Margarita Water District’s projected base recycled water demands, and 2,500 AF to meet future water supply needs. When completed, the Trampas Reservoir will allow SMWD to store recycled water in the winter and draw on that water during the peak summer months.</p> <p>The construction of the Trampas Canyon Recycled Water Seasonal Storage Reservoir consists of three main components:</p> <ol style="list-style-type: none"> 1. Trampas Canyon Dam (Dam) 2. Conveyance facilities to transport recycled water into and out of the Reservoir (Pipelines) 3. Trampas Canyon Pump Station (Pump Station) <p>The construction of the facilities is being completed in three phases:</p> <ol style="list-style-type: none"> 1. Preconstruction/Site Preparation for the Dam and Pump Station Construction <ol style="list-style-type: none"> a. Project Status - Complete 2. Dam and Pipelines <ol style="list-style-type: none"> a. Project Status - The Construction Contract was awarded in December 2017 and is approximately 85% complete. 3. Pump Station <ol style="list-style-type: none"> a. Project Status - The pump station construction began in January 2020 and will continue through September. <p>The project is currently projected to conclude before early-October 2020.</p>
AMP Shutdown in Early 2021 to Replace PCCP Sections	<p>MWDOC staff was notified that the recent internal inspection of the AMP, which included an electromagnetic survey of the pipeline, revealed two pipe segments with increased wire breaks within the PCCP portion South of OC-70. Metropolitan Engineering considers this section of the pipeline high-risk, which will require relining. The minimum relining length needed would be approximately 1,000 feet,</p>

AMP Shutdown in Early 2021 to Replace PCCP Sections-continued	<p>which would require a minimum 1-month shutdown only South of OC-70. A longer shutdown duration would allow Metropolitan to reline approximately 3,300 feet, which would reduce the number of shutdowns needed for future relining of the entire PCCP portion of the AMP and would reduce the overall construction and shutdown costs. MET had originally scheduled the AMP PCCP relining to begin in 5 years, but based on the survey, the relining of this initial section has been accelerated.</p> <p>MWDOC staff coordinated a meeting with all AMP participants on May 13, 2020 to discuss the options for the proposed shutdown.</p> <p>MWDOC staff will continue to work with MET to determine the best time for the shutdown to occur based on the risk determination.</p> <p>Staff will continue working with affected agencies and will keep both the Board and the AMP Participants informed as more information becomes available.</p>
Other Shutdowns	<p>MET is planning a relining of the Orange County Feeder from Bristol Ave to Corona Del Mar – this is the last section of this pipeline to be lined.</p> <p>MET has scheduled a shutdown of the Second Lower Feeder just below the Diemer Treatment Plant because a recent pipeline survey identified increased wire breaks in the PCCP sections that require an accelerated replacement schedule. The shutdown is scheduled for June 22, 2020 through September 7, 2020 and will impact Golden State Water Company's service connection OC-56. MWDOC and GSWC have been coordinating with MET on this proposed shutdown.</p> <p>SCWD is planning a rehabilitation project for their CM-10 service connection in early 2021. We are coordinating with MET and SCWD so the above referenced AMP shutdown and this project do not overlap.</p>

EMERGENCY PREPAREDNESS

COVID-19 (Corona Virus) Coordination	<ul style="list-style-type: none"> Information is shared with WEROC Member Agencies as it becomes available. This includes responding to many questions revolving around testing. The Orange County Health Care Agency is supposed to provide guidance to the Board of Supervisors on the issue of testing. The County resumption plan and the CEO is supposed to provide an outline on the County's plan for the CARES Act. WEROC was holding conference calls on Tuesdays and Thursdays each week with the agencies to share information, logistics coordination, recovery questions and advance planning for business resumption based on a phased approach. As of the week of 5/18/20, these calls are on Thursdays only. WEROC is coordinating logistics and supporting agencies with resource requests. This includes distribution of free face coverings received from EPA via Calwarn. There are three dispensing sites and WEROC has distributed over 4,105 masks to date. There are two more scheduled drop offs as of the date of this report. Once Orange County requests are filled, remaining masks will be distributed to California agencies with unfilled requests. Majority of water and wastewater agencies are maintaining alternative work schedules or processes to protect critical and essential functions.
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COVID-19 (Corona Virus) Coordination - continued	<ul style="list-style-type: none"> • WEROC remains in contact with County Emergency Operations Center and the Orange County Health Care Agency. WEROC is participating in the weekly Operational Area Conference Calls held on Thursdays. • There are no changes to water and wastewater treatment and disinfections. WEROC is monitoring the CDC for updates. • WEROC is supporting agencies with recovery questions and cost tracking in relation to State and FEMA public assistance grant programs. The process for this event has been expedited. The standard process to assign project managers from the State, FEMA and scoping meetings is not occurring. FEMA conducted Applicant Briefings the week of May 18, 2020. All agencies who have submitted a Request for Public Assistance received direct emails from CalOES. WEROC shared this information with the agencies who have not yet submitted their Request for Public Assistance. • WEROC is monitoring the Heroes Act and the possible inclusion of infrastructure funding and payroll protections. This bill is moving slowly and its anticipated release is not until June or July.
Communication & Coordination with WEROC Member Agencies	<ul style="list-style-type: none"> • WEROC followed up with SCWD and Laguna Beach Water after the May 7, 2020 incident where diesel fuel spilled from the tank of a Mission Hospital Laguna Beach generator. There were no needs voiced from either agency. An unspecified amount of diesel fuel made it into the sewer system. Additionally, there was spill that accumulated on the beach area in Laguna Beach. The Coast Guard assumed oversight of the cleanup and the city is coordinating with them. • Daniel is working with EBCD and TCWD on the procurement of additional radios for the WEROC radio system.
WEROC Program Assessment	<ul style="list-style-type: none"> • A written review of the WEROC Program Assessment was due in April. COVID-19 has delayed this process. Vicki is diligently working on this assessment. In hindsight, COVID-19 and the AWIA process has allowed Vicki to thoroughly analyze the current processes. She has also conducted interviews with employees, used governing documents and national standards to perform her assessment. Finally, Vicki sent a survey to member agencies on June 1. This survey will evaluate WEROC's response to COVID-19 to date. Information gathered from this survey will be included in the Assessment document. The timeline for completion is July 2020.
America's Water Infrastructure Act (AWIA)	<ul style="list-style-type: none"> • WEROC and its consultant, Herndon Solutions Group (HSG) are continuing to work with WEROC agencies to achieve compliance with America's Water Infrastructure Act (AWIA). • We have begun the Tier I virtual meetings to begin the revision of the Emergency Response Plans. These plans are due in September. • Tier II Agencies have begun their virtual meetings for the Risk and Resiliency Assessments (RRA). RRAs are due December 2020 • There are 18 Tier I and II agencies working on AWIA. • The modified AWIA Scope of Work reflects the changes to the project.

Public Safety Power Shutoff (PSPS) and CA Public Utilities Commission Hearings	<ul style="list-style-type: none"> • MWDOC has received party status to the California Public Utilities Commission (CPUC) proceedings regarding the Impacts from De-Energization with a Focus on First Responders and Local Government. Party Status ensures that MWDOC receives all communications regarding the proceedings and that our comments are included officially for consideration. • WEROC provided comments on May 14, 2020 on the updated procedures released by the CPUC. MWDOC's comments pertained to emergency backup power, testing of generators, exercises and release of information and notifications to partner agencies.
Coordination with County of Orange and Outside Agencies	<ul style="list-style-type: none"> • WEROC continues to support California Water/Wastewater Agency Response Network (CalWarn). There has been 12 new members added since March 26. • OCEMO for May was cancelled. • Vicki attended the Operational Area Executive Board Meeting on 5/13/20. • The County Operational Area Agreement went out to all political jurisdictions following the approval at the March Board Meeting. The agreement will go into effect September 2020.
Training and Exercises	<ul style="list-style-type: none"> • All of Basic SEMS and NIMS courses were approved by the state. These courses had to be cancelled due to COVID-19. Vicki is working on offering SEMS/NIMS training virtually to members. This is dependent on state approval. • The June ICS 400 class offered by TEEX was cancelled. • Communication tests conducted in conjunction with the County 800 MHz system were for April and May. Member agencies can still reach out to WEROC if they want to test their systems during this time.
<h2 style="text-align: center;">WATER USE EFFICIENCY</h2>	
State Water Resources Control Board (SWRCB) Water Loss Standards Proposal	<p>On May 8 and 13 and June 12, Joe Berg and Rachel Davis participated in a series of conference calls hosted by the California Municipal Utilities Association (CMUA), SWRCB, and the Association of California Water Agencies (ACWA) respectively to discuss SWRCB's updated water loss standards proposal. The calls represented a beneficial opportunity to learn about the proposal from SWRCB staff and peers. The CMUA and ACWA meetings also focused on the development of comment letters from the associations and a template letter for retail water agencies to use to develop comment letters of their own. Staff provided these comment letters to all member agencies and strongly encouraged them to submit letters of their own. The comment deadline was extended to June 12 at noon.</p>
Orange County Water Loss Control Workgroup Meeting	<p>On May 12, Joe and Rachel D. hosted the Orange County Water Loss Control Workgroup meeting via Zoom. Approximately 32 agency staff attended this meeting. Items on the agenda included:</p> <ul style="list-style-type: none"> • Updates on: <ul style="list-style-type: none"> ○ Technical Assistance Exhibit ○ Shared Services Exhibit

Orange County Water Loss Control Workgroup Meeting - continued	<ul style="list-style-type: none"> • Pipeline Condition Assessment – David Spencer, HDR • Water Loss Standards Update and Discussion • Discussion and Questions <p>The next workgroup meeting is scheduled for July 14 via Zoom.</p>
City of Orange Leak Detection Survey Wrap-Up Meeting	<p>On May 14, Joe, Rachel D., Jason Thorsell, and Austin Blair met via Zoom with staff from the City of Orange to discuss the results of the Leak Detection Survey performed by MWDOC. Emphasis was placed on making timely repairs, measuring leak flow rates, and compiling the cost of repairs. MWDOC surveyed 30 miles of water main, including water services. The survey began April 30 and concluded May 8.</p>
California Water Efficiency Partnership (CalWEP) Research and Evaluation Committee	<p>On May 14, Rachel Waite attended the Research and Evaluation Committee Meeting hosted by CalWEP. Approximately 20 people from 15 agencies joined the meeting. Topics on the agenda included:</p> <ul style="list-style-type: none"> • UC Davis Center for Water-Energy Efficiency Project, Agency Survey, and Energy Optimization Report • Updates and Reports <ul style="list-style-type: none"> ○ AWE Research Committee ○ Evaluation and Measurement Standard Metric Progress ○ Framework Joint Task Force ○ Program Committee • Research Committee Work Plan Review • Best Management Practices Review Process • Member Research Uploads <p>The next meeting is scheduled for August 6.</p>
Alliance for Water Efficiency Cooling Tower Technology Study Meeting	<p>On May 14, Joe and Rachel W. met with Alliance for Water Efficiency staff to discuss MWDOC's participation in the cooling tower study. Discussion included the Cooling Tower Estimating Model; work completed thus far, future steps, and participation in the Program Advisory Committee for the project.</p> <p>The next meeting will be the Cooling Tower Study Program Advisory Committee on a July date to be determined.</p>
Yorba Linda Water District Leak Detection Survey Kickoff Meeting	<p>On May 19, Rachel D., Joe, Jason, and Austin held a leak detection survey kickoff meeting via Zoom with Yorba Linda Water District staff. Items discussed included:</p> <ul style="list-style-type: none"> • Overview of Leak Detection Approach <ul style="list-style-type: none"> ○ Walking Survey ○ Validations • Survey Area, Schedule, and Scope • Reporting, questions and concerns

Qualified Water Efficient Landscaper (QWEL) Professional Certifying Organization (PCO) Meeting	<p>On May 19, Andrea Antony attended the QWEL PCO meeting, which focused on offering online classes due to COVID-19. QWEL has formed a working group to discuss how to address challenges with online platforms. The solution proposed is to host online classes, and then do the irrigation audit and exam later. CalWEP will be hosting 20 online QWEL classes across the greater Bay Area, provide the exam online with virtual proctoring, and conduct the irrigation audit portion in the future. Metropolitan is offering online Model Water Efficient Landscape Ordinance (MWEL) classes, which sold out in 3 days. The online MWEL classes have slightly different content compared to the in-person ones, and they are surveying participants at the end. Metropolitan will share those survey responses once compiled.</p>
Mesa Water District Leak Detection Survey Wrap-Up Meeting	<p>On May 27, Joe, Rachel D., Jason, and Austin met via Zoom with staff from Mesa Water District to discuss the results of the Leak Detection Survey performed by MWDOC. Emphasis was placed on making timely repairs, measuring leak flow rates, and compiling the cost of repairs. MWDOC surveyed 44.5 miles of water main, including water services. The survey began May 12 and concluded May 21.</p>
Department of Water Resources (DWR) Residential Landscape Area Measurement Project Technical Workgroup Meeting	<p>On June 3, Rachel W. attended the Residential Landscape Area Measurement Project Technical Workgroup hosted by DWR. The workgroup focuses on DWR's measurement and classification of residential irrigated landscapes as they pertain to SB606 and AB1668. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Residential Landscape Irrigation Measurement Technical Workgroup Panel Comments on DWR Parcel Classifications • Question and Answer Session With Panelists, Interested Parties, and the Project Technical Team • Validation of Aerial Interpretation of Residential Parcels • Confirmation of Areas of Interest • Verifying Measured Landscape Area Matches Water Suppliers' Residential Accounts • Next Steps and Quarterly Meetings <p>The next meeting is scheduled for August 20.</p>
Orange County Water Use Efficiency Coordinators Workgroup Meeting	<p>On June 4, Beth Fahl, Steve Hedges, Rachel W., Andrea, and Rachel D. hosted the Orange County Water Use Efficiency Coordinators Workgroup meeting via Zoom. Highlights on the agenda included:</p> <ul style="list-style-type: none"> • MWDOC Updates • Agency Roundtable/Problem Solving • Water Use Efficiency Programs Update <ul style="list-style-type: none"> ○ Inspections Check-In <ul style="list-style-type: none"> ▪ Survey ▪ Update on Aerial Inspection Process ○ G3 Online Turf Removal and California Friendly Native Plant Landscape Training ○ Program Participation Trends <ul style="list-style-type: none"> ▪ What is your Agency doing to reach out to customers during this time? • Water Use Efficiency Standards Implementation

Orange County Water Use Efficiency Coordinators Workgroup Meeting - continued	<ul style="list-style-type: none"> ○ Dedicated Irrigation Meter Survey ○ Aerial Imagery Project Status ○ Comments on Water Loss Standard Framework Due June 9th • Water Loss Control Program Update <ul style="list-style-type: none"> ○ Complete and Submit Exhibits for Technical Assistance and Shared Services • 2020 Urban Water Management Plan Update • CalWEP Update <p>The next meeting is scheduled for August 6.</p>
Orange County Data Acquisition Partnership (OCDAP) and Working Group Meeting	<p>On June 8, Rachel W. and Steve participated in an OCDAP working group meeting to discuss the acquisition of high-quality aerial imagery for Orange County. The working group consists of eight agencies: Southern California Association of Governments (SCAG); Center for Demographic Research (CDR); Orange County Council of Governments (OCCOG); Orange County Water District (OCWD); Orange County Fire Authority (OCFA); Santa Ana Watershed Project Authority (SAWPA); City of Yorba Linda, and MWDOC. Topics discussed included the effort's progress and next steps, along with the anticipated timeline.</p> <p>The next meeting is scheduled for July 6.</p>
Proposition 1 Storm Water Grant Application Process: Orange County Storm water Resource Plan Workshop	<p>On June 9, Rachel W. attended a Proposition 1 Storm Water Grant Application Process: Orange County Storm water Resource Plan (OC SWRP) Workshop hosted by the County of Orange. Approximately 40 stakeholders from various cities and water agencies across the county attended the workshop. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Proposition 1 Storm Water Grant Program Overview • OC Storm water Resource Plan Overview • OC Storm water Resource Plan Project List Submittal Process • Project Proponent Project Assessment and Evaluation Plan (PAEP) Assistance (from the Southern California Storm water Monitoring Coalition) <p>Project submittals are due by June 30, and dates of future meetings or workshops have not been posted.</p>
<h2 style="margin: 0;">PUBLIC/GOVERNMENT AFFAIRS</h2>	
Member Agency Relations	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Judged and announced winners for 2020 Water Awareness Poster Contest • Met with Mesa Water and Mountain Counties Water to discuss virtual tours of "Forest to Faucets" • Participated in multiple County Wide COVID-19 coordination conference calls <p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Participated in the MWDOC Member Agency Managers meeting • Worked with Christina Hernandez to create a "shovel ready" project list of projects in Orange County to share with MWD and ACWA

Member Agency Relations - continued	<ul style="list-style-type: none"> • Provided an update on SB 625 (Bradford) to the OC Met Managers meeting attendees
Community Relations	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Created and published June 2020 Issue of the MWDOC eCurrents Newsletter • Launched Chalk the Walk Art Contest for Orange County K-12 students. Theme: Saving Water at Home Together • Met with Metropolitan Water District of Southern California to discuss virtual tours, scouts programs, and education program transitions • Participated in an Orange County Business Council Workforce Development Committee meeting <p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Participated in the Metropolitan Water District of Southern California's member agency shutoffs working group meeting
Education	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Presented at bi-weekly Metropolitan Water District of Southern California's Member Agency Education Coordinators' Meeting • Participated in Department of Water Resources monthly Water Education Committee Meeting • Met with education partners—Orange County Department of Education and State Education and Environment Roundtable—to discuss next steps for MWDOC Choice School Programs and continue work to revise program goals to meet state standards • Worked with MWDOC Choice School Programs contractors to produce online video resources for Orange County K-12 students • Met with Elsinore Valley Water District education representative to discuss online water education resource opportunities • Met with North County Regional Occupational Programs, and also Saddleback Community College and Santiago Canyon College to discuss creation of an Orange County Water and Energy Workforce advisory • Met with Harbor Freight Fellows to discuss opportunities for the Water Energy Education Alliance (WEEA) • Created a WEEA webpage for more information and sponsorships • Met with Ten Strands to discuss support of WEEA • Met with Ten Strands to discuss a funding toolbox for education initiatives
Media Relations	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Fielded various calls from media related to budget and rates • Participated on the WaterZone NBC radio program (102.3 FM, 106.5 FM, 1050 AM)

Special Projects	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Maintained and distributed an excel spreadsheet to water agencies across the state to track messaging and action items in response to COVID-19, 202 agencies participated. • Created additional COVID-19 visual messaging for social media on behalf of WEROC department. • Created and prepared recognition for upcoming retirements. • Created business card for incoming employee. • Reviewed and revised department budget making additional cuts for FY 20/21 • Participated on a CalDesal Communications and Outreach Committee, Website Committee, and Social Media Committee meeting • Completed several website updates <p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Staffed the WACO Planning Committee Meeting via Zoom • Met with LAFCO staff to receive an update on MWDOC's MSR • Participated in the WACO Planning practice/logistics meeting with staff and presenters • Staffed the ISDOC Executive Committee meeting • Provided requested documents and information to LAFCO for the MWDOC MSR • Staffed the June WACO Committee Meeting featuring speaker Karla Nemeth
Legislative Affairs	<p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Participated in the ACWA Region 10 State Legislative Committee prep call • Attended the CMUA Regulatory Affairs Committee Meeting • Attended the CMUA Legislative Committee Meeting • Attended the ACWA State Legislative Committee Meetings on May 15 and June 5 • Participated in the ACWA Bond Working Group Meeting • Participated in the Southern California Water Coalition Legislative Task Force Meeting (May 18 & June 1) • Participated in the CalDesal Legislative Committee Meeting • Attended the CSDA Virtual Legislative Days seminars and live briefings • Participated in the ACWA/CMUA SB 200 Implementation Working Group Meeting (May 20 & June 3) • Participated in the MWD Member Agency Legislative Conference Calls on May 21 & June 4 • Drafted a letter of support for SB 1386 (Moorlach) • Prepared a Floor Alert for SB 1386 (Moorlach) • Joined the SB 1386 Coalition letter • Drafted a letter of support for AB 2107 (Rodriguez & Gray) • Sent out information to the Board of Directors and MWDOC/MWD Directors, re: SB 625 (Bradford) • Participated in the ACWA Federal Affairs Infrastructure Working Group • Attended the CSDA Legislative Committee Meeting

Legislative Affairs - continued	<ul style="list-style-type: none">• Monitored MWD's Communications & Legislation Committee and Board meetings where they discussed SB 625 (Bradford)
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INFORMATION CALENDAR

**MWDOC GENERAL INFORMATION
ITEMS**

MWDOC BOARD OF DIRECTORS

- Brett R. Barbre
- Larry D. Dick
- Bob McVicker
- Joan Finnegan
- Sat Tamaribuchi
- Jeffery M. Thomas
- Megan Yoo Schneider