

REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
18700 Ward Street, Fountain Valley, California
December 16, 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>.

EMPLOYEE SERVICE AWARD

RECOGNITION OF KARL W. SECKEL

NEXT RESOLUTION NO. 2103**CONSENT CALENDAR (Items 1 to 5)**

(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. November 4, 2020 Workshop Board Meeting
- b. November 18, 2020 Regular Board Meeting

Recommendation: Approve as presented.

2. COMMITTEE MEETING REPORTS

- a. Planning & Operations Committee Meeting: November 2, 2020
- b. Administration & Finance Committee Meeting: November 12, 2020
- c. Public Affairs & Legislation Committee Meeting: November 16, 2020
- d. Executive Committee Meeting: November 19, 2020

Recommendation: Receive and file as presented.

3. TREASURER'S REPORTS

- a. MWDOC Revenue/Cash Receipt Register as of November 30, 2020
- b. MWDOC Disbursement Registers (November/December)

Recommendation: Ratify and approve as presented.

- c. Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of October 31, 2020
- d. PARS Monthly Statement (OPEB Trust)

Recommendation: Receive and file as presented.

4. FINANCIAL REPORT

- a. Combined Financial Statements and Budget Comparative for the Period ending October 31, 2020

Recommendation: Receive and file as presented.

5. NOVEMBER 2020 ELECTION CERTIFICATES

Recommendation: Receive and file Certificates of Election for Al Nederhood (Division 1), Robert McVicker (Division 3), Karl W. Seckel (Division 4), and Megan Yoo Schneider (Division 7), and the Certificate of Appointment In Lieu of Election for Jeffery M. Thomas (Division 6).

End Consent Calendar

ACTION CALENDAR**6-1 REORGANIZATION OF THE MWDOC BOARD OF DIRECTORS; ELECTION OF PRESIDENT AND VICE PRESIDENT RES. NOS. _____ & _____**

Recommendation: Nominate, and by Resolution(s), elect the President and Vice President of the Board.

6-2 APPOINTMENT OF SECRETARY, TREASURER(S), AND LEGAL COUNSEL RES. NO. _____

Recommendation: Adopt Resolution(s) appointing the Board Secretary, Treasurer, and Legal Counsel.

6-3 ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVERS - DELEGATION OF AUTHORITY TO THE GENERAL MANAGER

Recommendation: Delegate authority to the General Manager to make determinations concerning certain AMP capacity flow exceedance requests ('waivers') which meet conditions specifically indicated in the AMP Proceeds Agreement

6-4 AGREEMENT FOR MWDOC'S WEB-BASED REBATE PLATFORM VENDOR

Recommendation: Authorize the General Manager to enter into a professional services agreement, renewable annually for up to five years, with Droplet Technologies to administer MWDOC's web-based rebate processing platform at a total cost not to exceed \$185,500 across all five-years (\$37,100/year).

6-5 CONTINUATION OF MWDOC'S WATER LOSS CONTROL TECHNICAL ASSISTANCE PROGRAM

Recommendation: (1) Authorize the General Manager to enter into a professional services contract, to be renewed annually for up to five years, with Water Systems Optimization, Inc. (WSO) to: (a) as a MWDOC Core Program, continue providing support for the Orange County Water Loss Control Work Group and MWDOC Technical Support at an annual cost not to exceed \$55,00, and (b) as a MWDOC Choice Program election, provide technical assistance to member agencies for a variety of water loss control activities. Depending upon the number of agencies that participate, this contract amount could reach \$1.3 million based upon participation in the last five years of program implementation. (2) Authorize the General Manager to enter into Choice-based cost-sharing agreements with agencies wishing to access water loss technical assistance from WSO.

6-6 EXTENSION OF LOCAL ADVOCACY CONTRACT WITH LEWIS CONSULTING GROUP

Recommendation: Extend the local advocacy contract Lewis and Associates for 2021.

6-7 AMENDMENTS TO ADMINISTRATIVE CODE REGARDING STANDING COMMITTEES

Recommendation: Discuss the proposed amendments to the Administrative Code and take appropriate action.

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

7. GENERAL MANAGER'S REPORT, DECEMBER 2020 (ORAL AND WRITTEN)

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

8. 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**

November 4, 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

Vacant
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
Heather Baez, Government Affairs Manager
Joe Berg, Director of Water Use Efficiency Prog.
Vicki Osborn, Director of Emergency Management
Alex Heide, Water Resources Analyst
Charles Busslinger, Principal Engineer

*Also MWDOC MET Directors

OTHER MWDOC MET DIRECTORS

Larry McKenney
Linda Ackerman

OTHERS PRESENT

Benita Horn
Gloria Gray
Deven Upadhyay
Kathryn Freshley
Kay Havens
Mark Monin
Jose Vergara
Dennis Cafferty
Mike Dunbar
Steve LaMar
Doug Reinhart
Peer Swan
Paul Weghorst
Jim Atkinson
Don Froelich
Matt Collings
Laura Rocha
Kelly Rowe

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
El Toro Water District
El Toro Water District
Emerald Bay Service 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
Moulton Niguel Water District
Orange County Water District

Mike Markus	Orange County Water District
John Kennedy	Orange County Water District
Saundra Jacobs	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
Rick Shintaku	South Coast Water District
Fernando Paludi	Trabuco Canyon Water District
Brooke Jones	Yorba Linda Water District
Wayne Miller	Yorba Linda Water District
Al Nederhood	Yorba Linda Water District
John Lewis	Lewis Consulting
Ed Means	Means Consulting
Kristy Khachigian	KK Consulting
M. Grisso	

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 distributed to the Board less than 72 hours prior to the meeting.

PRESENTATION/DISCUSSION/INFORMATION ITEMS**UPDATE ON METROPOLITAN ACTIVITIES BY METROPOLITAN BOARD CHAIR, GLORIA GRAY**

MET Chairwoman Gloria Gray provided an update and overview of MET projects, the Local Resources Program (LRP), the IRP progress and activities, the conservation and rebate programs, MET's partnerships and collaboration activities, and MET's overall approach to the climate change issues. Following discussion regarding climate change and MET's potential projects, the Board thanked Ms. Gray for attending the meeting, and received and filed her report.

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

Director McKenney highlighted the following MET activities: MET General Manager recruitment process, the IRP activities, the Bay-Delta Committee activities, the MET department head performance evaluations, and public comments received regarding employee issues.

Director Ackerman highlighted a proposal by the State of Utah to construct a pipeline into Lake Powell, noting that although Utah was in the EIR process, that process has been postponed due to requests for them to postpone further action on the project. Director Ackerman also provided an update on the Bay-Delta Committee activities, and noted that Los Angeles appointed a new MET Director (Matt Peterson).

Director Dick highlighted the Regional Recycled Water Program (Carson Project), noting the MWDOC delegation's potential support for the project. He also highlighted the status of the Bay-Delta activities, the IRP process, the MET General Manager recruitment process, and the Desert Housing Project (expressing concern).

Director Tamaribuchi also highlighted the MET General Manager recruitment process and schedule, noting that the selection will likely be presented to the MET Board in the spring of 2021.

SMWD Director Sandra Jacobs emphasized her belief that entities such as ISDOC should take a leadership role by providing comments to MET on such issues as the IRP, and the General Manager's recruitment, and that the ISDOC Executive Committee is evaluating whether they should submit such input.

PRESENTATION BY MET STAFF REGARDING MET'S REGIONAL RECYCLED WATER PROGRAM WHITE PAPER

Mr. Deven Upadhyay (MET's Assistant General Manager/Chief Operating Officer), presented an overview of the recent Regional Recycled Water Program White Paper (White Paper #2), and proposed MET actions with respect to the White Paper. His presentation included an overview of the Phase 1 backbone system, the DPR options (northern and southern routes), program costs, multiple potential approaches for implementation, and White Paper #2 findings (planning, financial considerations, and agreements) and potential rate recovery approaches.

Considerable discussion ensued with emphasis on the preferred route, the preference for an environmental approach, costs and rate recovery options, direct and indirect benefits to Orange County, the project's impact to MET's LRP program, legal challenges (if any) relating to a water exchange, potential issues if integrated into MET's Rate Structure, and benefits of low salinity in the water.

President Tamaribuchi thanked Mr. Upadhyay for the information and the Board received and filed the report.

METROPOLITAN'S 2020 INTEGRATED RESOURCES PLAN (IRP) DISCUSSION SERIES – PART 10

Principal Water Resources Analyst, Dr. Melissa Baum-Haley, highlighted MET's recent IRP discussions, noting that the October meeting covered the basic preliminary analysis and focused on draft scenario assumptions (two book-end scenarios). She then provided an overview of the two book-end scenarios, the quantification process, and an overview of the upcoming schedule.

The Board received and filed the report.

INFORMATION ITEMS

DELTA CONVEYANCE ACTIVITIES

The Board received and filed the report that was included in the Board packet.

MWD ITEMS CRITICAL TO ORANGE COUNTY

- a. MET's Finance and Rate Issues
- b. MET's General Manager Recruitment Process
- c. MET's Water Supply Conditions
- d. Colorado River Issues
- e. Delta Conveyance Activities and State Water Project Issues

The Board received and filed the report as presented.

METROPOLITAN (MET) BOARD AND COMMITTEE AGENDA DISCUSSION ITEMS

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

The report was received and filed.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:20 a.m.

Maribeth Goldsby
Board Secretary

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
November 18, 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

Vacant
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
Melissa Baum-Haley, Prin. Water Resources Analyst
Cathy Harris, Director of H.R. & Administration
Damon Micalizzi, Director of Public Affairs
Joe Berg, Director of Water Use Eff. Programs
Chris Lingad, Associate Engineer
Kevin Hostert, Water Resources Analyst
Charles Busslinger, Principal Engineer
Alex Heide, Water Resource Analyst
Vicki Osborn, Director of Emergency Management
Hilary Chumpitazi, Accounting Manager
Heather Baez, Government Affairs Manager
Patrick Dinh, Network Systems Engineer

ALSO PRESENT

Linda Ackerman
Kathryn Freshley
Kay Havens
Mark Monin
Jose Vergara
Dennis Cafferty
Doug Reinhart
Peer Swan
Paul Cook
Paul Weghorst
Barbara Mourant
Christine Compton
Jim Atkinson
Marice DePasquale
Don Froelich
Jose Solorio
Jordan Brandman

MWDOC/MET Director
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
Irvine Ranch 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
Orange County Water District

Kelly Rowe	Orange County Water District
Mike Markus	Orange County Water District
John Kennedy	Orange County Water District
Chuck Gibson	Santa Margarita Water District
Jim Leach	Santa Margarita Water District
Greg Mills	Serrano Water District
Brad Reese	Serrano Water District
Dennis Erdman	South Coast Water District
Rick Erkeneff	South Coast Water District
Rick Shintaku	South Coast Water District
Brooke Jones	Yorba Linda Water District
Al Nederhood	Yorba Linda Water District
Brett Barbre	Yorba Linda Water District
Doug Davert	Yorba Linda Water District
Dick Ackerman	Ackerman Consulting
Kristy Khachigian	KK Consulting
Andrew Van Voorhis	
M. Smith	

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 comments were received.

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.

EMPLOYEE SERVICE AWARD

General Manager Hunter, along with Accounting Manager Hilary Chumpitazi, presented an award to Patrick Dinh for ten years of service with the District.

RECOGNITION OF DIRECTOR JOAN C. FINNEGAN

Due to Director Finnegan's upcoming retirement from the Board, President Tamaribuchi, the Board, and member agencies honored Director Finnegan with commendations, resolutions, and gifts. Following the presentations, several attendees expressed well-wishes to Director Finnegan.

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 Yoo Schneider, seconded by Director Finnegan, and carried (6-0) the Board approved the following Consent Calendar items, by the following roll call vote:

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

MINUTES

The following minutes were approved.

October 7, 2020 Workshop Board Meeting
October 21, 2020 Regular Board Meeting

COMMITTEE MEETING REPORTS

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

Planning & Operations Committee Meeting: October 5, 2020
Administration & Finance Committee Meeting: October 14, 2020
Public Affairs & Legislation Committee Meeting: October 19, 2020
Executive Committee Meeting: October 22, 2020
MWDOC/OCWD Joint Planning Committee Meeting: October 28, 2020

TREASURER'S REPORTS

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of October 31, 2020
MWDOC Disbursement Registers (October/November)

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 September 30, 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 September 30, 2020

Quarterly Budget Review

FY 2019-20 Audit Report and Presentation regarding Audit Report

APPROVAL OF ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVER FOR EAST ORANGE COUNTY WATER DISTRICT

The Board approved/granted an AMP capacity flow waiver for East Orange County Water District (EOCWD) due to an emergency requiring them to fill their reservoirs because of a fire near Santiago Canyon and high winds.

APPROVAL OF ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVER FOR SOUTH COAST WATER DISTRICT AND CITY OF SAN CLEMENTE

The Board approved/granted an AMP capacity flow waiver for South Coast Water District (SCWD) and the City of San Clemente (CSC) due to temporary operational conditions caused by a shutdown of the Joint Transmission Main (JTM) to perform a structural inspection and condition assessment. The shutdown of the JTM could cause both the SCWD and the CSC to increase their flows from the Allen McColloch Pipeline (AMP) into the South County Pipeline (SCP).

SELECTION OF A CONSULTANT FOR RATE STUDY SERVICES

The Board authorized the General Manager to enter into a professional services contract with Raftelis Financial Consultants, Inc. for Rate Study Services not-to-exceed \$67,405.

AWARD CONTRACT FOR AUDIO VISUAL (AV) EQUIPMENT AND INSTALLATION FOR NEW CONFERENCE ROOMS

The Board authorized the General Manager to enter into a contract with EEI Systems to update Conference Rooms 101 and 102 with new AV Equipment.

- END CONSENT CALENDAR -

ACTION CALENDAR**APPROVAL OF RESOLUTION DESIGNATING AUTHORIZED AGENTS FOR FY19 GRANT TRANSFER AGREEMENTS FOR HOMELAND SECURITY GRANTS AND EXECUTION OF TRANSFER AGREEMENT**

Upon MOTION by Director Finnegan, seconded by Director Yoo Schneider, and carried (6-0), the Board approved the execution of the 2019 Grant Transfer Agreement with the City of Santa Ana as the Local Urban Area Security Initiative (UASI) Administrator, and adopt RESOLUTION NO. 2102 authorizing the WEROC Director of Emergency Management and the General Manager as designated Authorized Agents for FY 2019 Homeland Security Grants and authority to execute any subsequent agreements related to the Homeland Security Grants. It was noted that staff would return to the Board for a purchase award in the event the award is greater than \$25,000. The following roll call vote was taken:

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

RECONSIDER MEMBERSHIP IN ASSOCIATION OF METROPOLITAN WATER AGENCIES (AMWA)

Upon MOTION by Director Yoo Schneider, seconded by Director Dick, and carried (6-0), the Board approved the continuation of MWDOC's participation in AMWA by the following roll call vote:

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

ADOPT MWDOC LEGISLATIVE POLICY PRINCIPLES ANNUAL UPDATE

Upon MOTION by Director Yoo Schneider, seconded by Director Finnegan, and carried (6-0), the Board adopted the updated Legislative and Regulatory Policy Principles for 2020, as presented, by the following roll call vote:

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

SELECTION OF A FIRM TO PROVIDE STATE LEGISLATIVE ADVOCACY SERVICES

Upon MOTION by Director Yoo Schneider, seconded by Director Dick, and carried (6-0), the Board authorized the General Manager to enter into a professional services contract with Best, Best & Krieger (BB&K) to provide state legislative advocacy services, by the following roll call vote:

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

SELECTION OF A FIRM TO PROVIDE FEDERAL LEGISLATIVE ADVOCACY SERVICES

Upon MOTION by Director Yoo Schneider, seconded by Director Finnegan, and carried (6-0), the Board authorized the General Manager to enter into a professional services contract with Natural Resource Results to provide federal legislative advocacy services, by the following roll call vote:

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

APPROVAL OF ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVER FOR CITY OF SAN JUAN CAPISTRANO

Upon MOTION by Director Yoo Schneider, seconded by Director Finnegan, and carried (6-0), the Board approved/granted an AMP capacity flow waiver for the City of San Juan Capistrano (SJC) due to temporary operational conditions caused by a shutdown of the Joint Transmission Main (JTM) and the Eastern Transmission Main (ETM) to perform a structural inspection and condition assessment. The shutdown of the JTM and ETM will cause SJC to increase their flows from the Allen McColloch Pipeline (AMP) into the South County Pipeline (SCP). The following roll call vote was taken:

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

INFORMATION CALENDAR**GENERAL MANAGER'S REPORT, NOVEMBER 2020**

General Manager Hunter thanked Director Finnegan for her service to the District, noting she was a pleasure to work with. The Board received and filed the report as presented. Mr. Hunter commended staff for their efforts in organizing Director Finnegan's recognition event.

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. Due to COVID 19, most of the meetings outlined were attended virtually (via the Zoom webinar application).

Director Dick reported on attending all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, and the MWDOC/OCWD Joint Planning Committee, and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings), a meeting with Jeff Kightlinger regarding Urban Water Institute, the MET Board and Committee meetings, meetings with staff on MET issues, the ad hoc committee meetings regarding the legislative advocacy contracts, the MWDOC/MET Director caucus-preparation meeting, the WACO and WACO Planning Committee meetings, and the ISDOC meeting.

Director McVicker reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, and the MWDOC/OCWD Joint Planning Committee and Executive Committee meetings, as well as the Workshop Board and Regular Board meetings), the OCWA webinar, the MET Committee meetings, the OC Water Summit planning meetings, the WACO and WACO Planning Committee meetings, the OCBC Infrastructure Committee meeting, and the ISDOC meeting.

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

Director Thomas stated that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, Executive Committee and the MWDOC/OCWD Joint Planning Committee meetings, as well as the Workshop Board and Regular Board meetings), the OC Water Summit planning meetings, and the Ethics Training.

Director Yoo Schneider advised that she attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, Executive, and MWDOC/OCWD Joint Planning Committee meetings, as well as the Workshop Board and Regular Board meetings), the CWA Board meeting, the CWA Leadership, Audit and Planning & Program Development Committee meetings, as well as a discussion with the CWA Leadership Committee leaders, the SMWD Board meetings, the OC Water Summit planning meetings, the ad hoc committee meetings and interviews re legislative advocacy, a planning meeting for Women in Water San Diego, the WEF Diversity, Equity & Inclusion Leadership Sub-Committee meeting(s), the WEF Public Communication & Outreach Committee, a meeting with SCWD directors, a meeting with representatives from Emerald Bay Services District, a meeting with Claremont McKenna College re a Capstone Program, the San Juan Basin Authority meeting,

a meeting with “Waterise” (a desalination company), the LBCWD Commission meeting, and the SMWD Water Quality Committee meeting.

Director Tamaribuchi reported on attending the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, Public Affairs & Legislation, Executive, and the MWDOC/OCWD Joint Planning Committee meetings, as well as the Workshop Board and Regular Board meetings), the MWDOC/MET Directors meetings, the ad hoc committee meetings and interviews re legislative advocacy, the OCSD Virtual State of the District, the MET Caucus meeting, the WACO meeting, the Southern California Water Coalition Annual event, the Water Education for Latino Leaders (WELL) caucus, and the Cal State Fullerton/OCBC Economic Forecast meeting.

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 9:36 a.m.

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
November 2, 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.

P&O Committee:

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

Staff:

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

Also Present:

Director Jeff Thomas
Director Sat Tamaribuchi
Director Joan Finnegan

Adam Hutchinson, Orange County Water District
Al Nederhood, Yorba Linda Water District
Chuck Gibson, Santa Margarita Water District
Dan Ferons, Santa Margarita Water District
Dennis Cafferty, El Toro Water District
Doug Reinhart, Irvine Ranch Water District
Fernando Paludi, Trabuco Canyon Water District
Greg Mills, Serrano Water District
Jim Atkinson, Mesa Water
Jim Leach, Santa Margarita Water District
John Kennedy, Orange County Water District
Paul Jones, Eastern Municipal Water District
Joone Kim-Lopez, Moulton Niguel Water District
Justin McCusker, Santa Margarita Water District
Kathryn Freshley, El Toro Water District
Kelly Rowe, Orange County Water District
Kristy Khachigian, K. K. Consultant
Laura Rocha, Moulton Niguel Water District
Matt Collings, Moulton Niguel Water District
Megan Couch, San Diego County Water Authority
MWDOC MET Director Larry McKenney
MWDOC MET Director Linda Ackerman
Paul Wegworst, Irvine Ranch Water District

Paula Bouyounes, Orange County Water District
Peer Swan, Irvine Ranch Water District
Saundra Jacobs, Santa Margarita Water District
Shivaji Deshmukh, Inland Empire Utilities Agency
Toby Moore, Golden State Water Company

Director McVicker called the meeting to order at 8:30 a.m. Secretary Goldsby conducted a roll call attendance of the Committee and Board members with Directors McVicker, Dick and Yoo Schneider acknowledging attendance for the Committee. Directors Tamaribuchi, Thomas and Finnegan also present.

Director McVicker outlined Zoom meeting protocol in an effort to keep the meeting running smoothly.

PUBLIC COMMENTS

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were received.

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

No items were distributed.

ACTION ITEMS

APPROVAL OF ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVER FOR EAST ORANGE COUNTY WATER DISTRICT

Mr. Seckel reported that East Orange County Water District requested a waiver due to a recent fire emergency and their need to fill reservoirs.

Upon MOTION by Director Dick, seconded by Director Yoo Schneider, and carried (3-0) the Committee recommended Approval of the Allen McColloch Pipeline (AMP) Capacity Flow Waiver for East Orange County Water District November 18, 2020 Board meeting. The vote was taken via roll call and Directors McVicker, Yoo Schneider and Dick all voted in favor.

APPROVAL OF ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVER FOR SOUTH COAST WATER DISTRICT AND CITY OF SAN CLEMENTE

Mr. Seckel reported that South Coast Water District has requested a waiver due to temporary structural inspection.

Upon MOTION by Director Dick, seconded by Director Yoo Schneider, and carried (3-0) the Committee recommended Approval of the Allen McColloch Pipeline (AMP) Capacity Flow Waiver for South Coast Water District and the City of San Clemente at the November 18, 2020

Board meeting. The vote was taken via roll call and Directors McVicker, Yoo Schneider and Dick all voted in favor.

**APPROVAL OF RESOLUTION DESIGNATING AUTHORIZED AGENTS FOR FY19
GRANT TRANSFER AGREEMENTS FOR HOMELAND SECURITY GRANTS AND
EXECUTION OF TRANSFER AGREEMENT**

Upon MOTION by Director Yoo Schneider, seconded by Director Dick, and carried (3-0) the Committee recommended Approval of Resolution Designating Authorized Agency for FY19 Grant Transfer Agreements for Homeland Security Grants and Execution of Transfer Agreements at the November 18, 2020 Board meeting. The vote was taken via roll call and Directors McVicker, Yoo Schneider and Dick all voted in favor.

DISCUSSION ITEMS

UPDATE ON COVID-19 (ORAL REPORT)

Ms. Osborn reported that the positive number of COVID cases is on the rise and higher than initially thought. Orange County cases are also on the rise. She continues to keep in communications with the County of Orange. She also reported that the heli-hydrant is now operational and a great improvement, as far as capacity for holding water in fighting the recent local fires.

WEROC ASSESSMENT PRESENTATION – PART 2

Ms. Osborn provided the Part 2 presentation on her assessment of the WEROC program which included a review of the strengths and accomplishments of the program, including leadership and support, member agency support, planning, communications, collaboration and advocacy. She went on to review the current preparedness programs, collaborative resources, and local and regional meetings that are an integral part of the success of the program. She noted the recent work at the MWDOC emergency operations centers with respect to remote working conditions during COVID as well as the recent fires. Ms. Osborn included a listing of findings where additional opportunities exist for improvements to the program. Included in the agenda packet was a written report on the program assessment. It was noted that 37 agencies currently participate in the program.

Mr. Hunter encouraged the Board to review Ms. Osborn's full report, noting staff turnover has contributed to some of the needs of the program. It was reported that Part 3 of the program assessment will be provided at the December meeting.

The importance of the program was recognized due to the recent COVID and fire conditions. and Ms. Osborn and her staff were commended for the thoroughness in conducting the assessment.

OVERVIEW AND PROCESS FOR LOCAL RESOURCES PROGRAM (LRP) PROJECTS WITHIN THE MWDOC SERVICE AREA

Mr. De La Torre provided an overview of Metropolitan Water District's LRP, reporting on the program evolution and history, current incentives and program provisions. Orange County currently has eight programs within the MWDOC service area which were outlined in the staff report. Additionally, a list of submitted and completed projects was included. Mr. De La Torre also provided an explanation on how the incentive is structured, which is scaled by the Metropolitan LRP rate and is based on a "pay for performance" cost structure.

The Committee and meeting participants held discussion on the cost of the program to Metropolitan Water District and participants, and varying opinions on looking at other solutions for developing Orange County local resource projects.

DISCUSSION REGARDING SARCCUP AGREEMENTS

Mr. Hunter provided a presentation and update on the various Santa Ana River Conservation and Conjunctive Use Program (SARCCUP) agreements which included information from a recent Metropolitan Water District (MET) presentation. The presentation included information from the proposed purchasing/exchange agreements between MET and San Bernardino Valley Municipal Water District (Valley), the proposed terms of the SARCCUP agreement with MET, the participants, a historic chart of transfer supplies from 2001-2016, and water banking program components. Mr. Hunter noted that MWDOC is not looking for any ownership of project assets in this program.

The presentation and information was presented to share MWDOC's interest in participating in the SARCCUP agreement and having an opportunity to purchase excess water; if the water was made available by current program participants under a set of reasonable terms and conditions. One of the conditions would need to be MWDOC's ability to have available storage. Mr. Hunter noted that MWDOC would need to discuss and negotiate with a SARCCUP participant to provide such storage to MWDOC; however, such terms and conditions have yet to be determined.

A great deal of discussion was held on MWDOC's interest in participating in the program should any water be made available from the current SARCCUP participants, the benefit to provide additional water supply to the Orange County region, some of the historic legal challenges, variable storage options with Orange County Water District or others, and cooperative working conditions between all of the participating agencies.

Mr. Hunter noted that MWDOC is working within the confines of the program outlined by the MET-SARCCUP agreement in purchasing any water that is "left on the table"; and he is confident that in working with the other SARCCUP participants that we will all reach a consensus on the distribution and determination of excess water. Further discussions with the other general managers are scheduled and Mr. Hunter will report to the Board in the near future.

Director Tamaribuchi expressed strong support for MWDOC continuing efforts in working towards signing a participation agreement with existing SARCCUP agencies. Paul Jones

(Eastern MWD) also expressed support for MWDOC's participation and approval of the MET Agreement. Mr. Jones reported that a letter agreement from all of the SARCCUP participating agencies was sent to Mr. Hunter stating their terms and conditions for MWDOC to purchase excess water from the program and is awaiting Mr. Hunter's approval and signature. Mr. Hunter reiterated that MWDOC continues to look forward to working with all of the SARCCUP participating agencies on this issue and will discuss their proposed terms and conditions to come up with a viable solution amendable to all parties.

ORANGE COUNTY GROUNDWATER BASIN STORAGE DISCUSSION

Following the previous discussion on storage options, Mr. Seckel remarked on the recent discussions that MWDOC has had with Orange County Water District, as well as a letter from MWDOC to OCWD Board Member, Cathy Green, relative to cooperative discussions and consideration of the groundwater storage agreement between Moulton Niguel Water District and OCWD.

Director Dick noted support for finding viable storage opportunities for the benefit of the entire County, and expressed support for continued, cooperative discussions.

General Manager Markus (OCWD) noted that MWDOC and OCWD will need to have additional discussions, noting that OCWD currently has a storage agreement directly with Metropolitan Water District. Director Rowe (OCWD) noted that clarification is needed on the existing resolutions between OCWD and MWDOC and that discussion should be held to review. General Manager Joone Lopez (MNWD) noted that basin resources are an important element for water reliability for Orange County and that MNWD has been working with OCWD; and expressed support for continued, cooperative discussions. Dan Ferons (SMWD) also expressed support for continued cooperative working discussions on storage solutions for Orange County.

The Committee expressed support for finding viable storage solutions and continued cooperative working relations between all the agencies. Mr. Hunter will prepare a letter to OCWD to establish a storage agreement within the Orange County groundwater basin.

INFORMATION ITEMS

OC-70 METER TESTING UPDATE

Mr. Seckel noted that testing work is anticipated to be completed later in November. An update will be provided shortly thereafter.

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 new information was presented.

ADJOURNMENT

There being no further business before the Committee, the meeting adjourned at 11:07 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
November 12, 2020 – 8:30 a.m. to 9:47 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, Karl Seckel,
Katie Davanaugh, Pari Francisco,
Hilary Chumpitazi, Melissa Baum-Haley,
Michelle DeCasas, Cathy Harris,
Christina Hernandez, Charles Busslinger,
Damon Micalizzi, Harvey DeLaTorre,
Patrick Dinh, Alex Heide, Chris Lingad

Also Present:

Director Sat Tamaribuchi
Director Megan Yoo Schneider
Director Bob McVicker

Peer Swan, Irvine Ranch Water District
Jim Atkinson, Mesa Water
Jose Vergara, El Toro Water District
Kristy Khachigian, K. K. Consulting
Saundra Jacobs, Santa Margarita Water District
Dennis Cafferty, El Toro Water District
Dan Ferons, Santa Margarita Water District
Mark Monin, El Toro Water District
Al Nederhood, Yorba Linda Water District
Matt Collings, Moulton Niguel Water District
Dr. Betty Olson, Ph.D., Santa Margarita Water Dist.
Roger Martinez, Vasquez
Justin McCusker, Santa Margarita Water District
Rich Shintaku, South Coast Water District
Ken Stechauner, EEI Systems
Robert Grantham, Santa Margarita Water Dist.
Fernando Paludi, Trabuco Canyon Water District
Doug Reinhart, Irvine Ranch Water District

Director Thomas called the meeting to order at 8:30 a.m. and noted that all District meetings will be held either by computer or telephone audio via Zoom Webinar and can be accessed by the link posted on each agenda.

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

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

No items were distributed.

PROPOSED BOARD CONSENT CALENDAR ITEMS**TREASURER'S REPORT**

- a. Revenue/Cash Receipt Report – October 2020
- b. Disbursement Approval Report for the month of November 2020
- c. Disbursement Ratification Report for the month of October 2020
- d. GM Approved Disbursement Report for the month of October 2020
- e. Water Use Efficiency Projects Cash Flow – October 31, 2020
- f. Consolidated Summary of Cash and Investment – September 2020
- g. OPEB and Pension Trust Fund monthly statement

Ms. Chumpitazi reported that the District will be moving their investments to the Orange County Investment Fund (from LAIF) due to better interest rates.

Upon MOTION by Director Finnegan, seconded by Director Dick and carried (3-0), the Committee recommended approval of the Treasurer's Reports at the November 18, 2020 Board meeting. The vote was taken via roll call and Directors Thomas, Finnegan and Dick all voted in favor.

ACTION ITEMS

The agenda was reorganized, noting that Director Dick would be departing the Committee meeting at 9:00 am.

RECONSIDER MEMBERSHIP IN ASSOCIATION OF METROPOLITAN WATER AGENCIES (AMWA)

The Committee held discussion on the benefits of membership in AMWA, and Mr. Hunter reported that generally AMWA holds three annual meetings which are attended primarily by General Managers of water agencies. Director Tamaribuchi noted that membership will end on December 31st and that Mr. Hunter is a Board member of AMWA. The organization represents water agencies throughout the United States and plays an integral role in developing water policy within the United States. With the recent interest and concerns with PFAS, it is important to be included in the discussions and sharing of information.

Director Finnegan made a MOTION to decline the membership, seconded by Director Thomas. The Committee held additional discussion on the value of membership to the District, with varying opinions by Committee participants (member agencies), some in favor and some

opposed. Following comments and discussion, Directors Finnegan and Thomas withdrew the original motion.

Upon MOTION by Director Thomas, seconded by Director Finnegan and carried (3-0), the Committee recommended discussion by the full Board regarding the Reconsideration of Membership in AMWA; as a result, this item was referred to the November 18, 2020 Board meeting for further discussion. The vote was taken via roll call and Directors Thomas, Finnegan and Dick all voted in favor.

(Director Dick left the meeting at 9:03 a.m.; President Tamaribuchi joined the Committee.)

PROPOSED BOARD CONSENT CALENDAR ITEMS (continued)

FINANCIAL REPORT

- a. Combined Financial Statements and Budget Comparative for the Period ending September 30, 2020
- b. Quarterly Budget Review

Upon MOTION by Director Thomas, seconded by Director Finnegan and carried (3-0), the Committee recommended approval of the Financial Reports at the November 18, 2020 Board meeting. The vote was taken via roll call and Directors Thomas, Finnegan and Tamaribuchi all voted in favor.

- c. FY 2019-20 Audit Report and Presentation regarding Audit Report

Mr. Roger Martinez provided a presentation on the recently concluded Audit Report prepared by Vasquez & Company, LLP which included an overview of the audit team, audit strategy, results of the audit, and new accounting pronouncements pertaining to GASB. He reviewed audit focus areas, including cash and investments, receivables, capital assets, pension and OPEB liability, revenues and risks. He then went on to review the audit results, reporting that no problems were encountered with staff or management during the audit process and that the Vasquez team did not find any non-compliance items. Mr. Martinez also reviewed required communication statements as well as best practices which were listed in their written report. The full audit report was included in the packet materials.

Mr. Hunter thanked MWDOC staff and the Vasquez team for working together for completion of a successful audit.

Mr. Roger Martinez reported that he will research changes pertaining to "conduit debt" and will report information at the next reporting period, noting that those changes are not in effect for another couple years. Director Tamaribuchi also noted interest in learning more about conduit debt, with Mr. Vasquez responding that he will provide information to Hilary Chumpitazi, MWDOC Accounting Manager.

Upon MOTION by Director Tamaribuchi, seconded by Director Thomas and carried (3-0), the Committee recommended approval of the Audit Report at the November 18, 2020 Board meeting. The vote was taken via roll call and Directors Thomas, Finnegan and Tamaribuchi all voted in favor.

ACTION ITEMS**SELECTION OF A CONSULTANT FOR RATE STUDY SERVICES**

Upon MOTION by Director Tamaribuchi, seconded by Director Thomas and carried (3-0), the Committee recommended the Board approve the Selection of a Consultant for Rate Study Services (Raftelis Financial Consultants) at the November 18, 2020 Board meeting. The vote was taken via roll call and Directors Thomas, Finnegan and Tamaribuchi all voted in favor.

AWARD CONTRACT FOR AUDIO VISUAL (AV) EQUIPMENT AND INSTALLATION FOR NEW CONFERENCE ROOMS

Mr. Hunter provided a presentation and update on the necessary AV equipment upgrades needed for the District conference rooms. He also reviewed furniture configurations for the conference rooms.

Upon MOTION by Director Tamaribuchi, seconded by Director Thomas and carried (3-0), the Committee recommended the Board approve the Award of Contract for Audio Visual (AV) Equipment and Installation for New Conference Rooms at the November 18, 2020 Board meeting. The vote was taken via roll call and Directors Thomas, Finnegan and Tamaribuchi all voted in favor.

INFORMATION ITEMS**FY 2021-22 BUDGET SCHEDULE**

Mr. Hunter reported that notification letters will be mailed to the member agencies regarding the initiation of the District's budget process.

General Manager Ferons, Santa Margarita Water District, inquired on the Raftelis rate study and the impact to the budget, with Mr. Hunter responding that the Raftelis contract is budgeted within the current budget and that future or additional considerations will be made through a transparent process.

DISTRICT CLASSIFICATION AND COMPENSATION STUDY

The classification study report from staff was received and filed without comment.

DEPARTMENT ACTIVITIES REPORTS

- a. Administration
- b. Finance and Information Technology

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

All of the informational reports were received and filed.

OTHER ITEMS

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

Director Thomas extended thanks to the Water Use Efficiency team for efforts in resolving a dispute with a turf removal project within his Division.

ADJOURNMENT

There being no further business brought before the Committee, the meeting was adjourned at 9:47 a.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

November 16, 2020
8:30 a.m. – 10:26 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 Dick
Director McVicker

Staff:

Rob Hunter, Karl Seckel, Heather Baez,
Damon Micalizzi, Sarah Wilson,
Melissa Baum-Haley, Maribeth Goldsby, Michelle
Decasas, Pari Francisco, Traci Muldoon, Harvey
De La Torre, Alex Heide, Chris Lingad, Bryce
Roberto, Tiffany Baca, Charles Busslinger,
Christina Hernandez, Joe Berg, Katie
Davanaugh, Rachel Davis, Rachel Waite

Also, Present:

Director Sat Tamaribuchi
Director Jeff Thomas
Director Joan Finnegan
Linda Ackerman, MWDOC MET Dir.
Ryan Leavitt, Barker Leavitt
James Barker, Barker Leavitt
Dick Ackerman, Ackerman Consulting
John Lewis, Lewis Consulting
Syrus Devers, BBK
Mike Gaskin, El Toro WD
Kay Havens, El Toro WD
Jim Atkinson, Mesa WD
Stacy Taylor, Mesa WD
Rachel Bressler
Mike Markus, Orange County WD

Alicia Dunkin, Orange County WD
Kelly Rowe, Orange County WD
Doug Reinhart, Irvine Ranch WD
Peer Swan, Irvine Ranch WD
Frank Prewoznik, Irvine Ranch WD
Brad Reese, Serrano WD
Greg Mills, Serrano WD
Pasquale Talarico
Al Nederhood, Yorba Linda WD
Kristy Khachigian, KK Consulting
Jim Leach, Santa Margarita WD
Saundra Jacobs, Santa Margarita WD
Fernando Paludi, Trabuco Canyon WD
Matt Collings, Moulton Niguel WD
Medha Patel, Moulton Niguel WD
Don Froelich, Moulton Niguel WD

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

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

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 and Mr. Ryan Leavitt reviewed their written report included in the packet, including the Presidential election and associated issues with transition to a new administration.

Mr. Leavitt shared that the Senate Appropriations released all 12 of their spending bills. Various sources have stated that Senate Leader McConnell and Speaker Pelosi are working towards passing an omnibus appropriations bill that funds the federal government through 2021.

b. State Legislative Report (BBK)

Mr. Syrus Devers reviewed his written report included in the packet.

Mr. Devers summarized the recent election and stated there had been nothing new in water policy in the last 30 days.

c. County Legislative Report (Lewis)

Mr. John Lewis reviewed his written report included in the packet.

Mr. Lewis discussed the Orange County Election, stating that there was an 89% turnout in the County. He went on to say that this was a result of passion and universal ballots.

Mr. Lewis provided a COVID-19 statistic update. On Sunday, November 15, there were 65,225 COVID-19 cases, 1,526 deaths, 242 people have been hospitalized, and 90 people in the Intensive Care Unit.

d. Legal and Regulatory Report (Ackerman)

Mr. Dick Ackerman reviewed his written report included in the packet.

Mr. Ackerman shared that many Folsom area residents are experiencing pinhole leaks in their pipes because the water in Folsom is so pure and lacks certain minerals. Some mineral content is needed for water to maintain a PH level in the pipes. Without minerals, the water can attack the pipes, take minerals out, causing damage to the pipes.

MWDOC's COMMUNICATIONS PLAN

MWDOC General Manager Rob Hunter stated that the Communication Plan was distributed, posted on the MWDOC website, and will be presented by Director of Public Affairs Damon Micalizzi. GM Hunter noted that he hoped it would generate some robust discussion.

Mr. Micalizzi stated that the MWDOC Communications Program and Plan document serves as a blueprint for everything the Public Affairs Department does. He went on to say that this document won the Award of Excellence from the Orange County Chapter of the Public Relations Society of America. This document will review the process and strategies of how MWDOC Public Affairs executes their programs and initiatives and will hopefully generate a discussion on what the MWDOC Board would like to see going forward.

Director McVicker commented that the Communication Plan is impressive. He went on to say that he appreciated the pivoting that was done due to COVID-19, the use of digital media, and he was impressed with the Public Affairs staff's ability to take advantage of all the new platforms. He stated that he looks forward to working with staff on the communications as various policy decisions are made.

Director Yoo Schneider noted that Ricki the Rambunctious Raindrop's official name ends in an "i" however noticed Ricky with a "y" is being used and inquired if this was an error. She also asked if Ricki the Raindrop was no longer referred to as "Ricki the Rambunctious Raindrop," as the communications plan referenced "Ricky Raindrop." Mr. Micalizzi responded that he believed that "Ricki the Rambunctious Raindrop" was still the character's trademarked name, and Ricky Raindrop was a nickname. Tiffany Baca (Public Affairs Manager) confirmed that Ricki Raindrop was a nickname and that although the name was originally spelled with an "i", both Ricki and Ricky have been trademarked. She noted that the name will transition to "Ricky" with a "y." Having both spellings trademarked ensures that a search with either spelling would lead to MWDOC's website.

President Tamaribuchi commented that the presentation was very well organized and well delivered. He requested that the Communication Plan be distributed to all MWDOC member agencies for comments. Director Yoo Schneider stated she would like to hear from the member agencies as well. She inquired if MWDOC has coordinated with the member agencies recently on how we can support, amplify, and draw that fine line between being their voice versus supporting their voice on some of those messaging points as well as how we can better redirect some of our efforts to further some of the goals that the directors have highlighted.

GM Rob Hunter stated he would appreciate it if the Board would take this opportunity to discuss the communication goals and priorities from a policy standpoint. Examples would be what the Board would like the communication goals and priorities to be for MWDOC.

Incoming Director Al Nederhood thanked GM Hunter for his suggestion to focus on the Communication Plan's goals and priorities. He suggested that early next year the Board hold a workshop to detail the plan and develop priorities. Mr. Nederhood complimented Mr. Micalizzi and his team on a job well done; Director Thomas concurred.

Director McVicker also supported having a workshop after the new Directors are seated.

He voiced that he feels a top priority should be communication on the importance of the Delta Conveyance.

Jim Leach (Santa Margarita Water District) stated that the Communication Plan is thorough and well thought out. MWDOC is a reasonable force multiplier for them, and this kind of direction and planning is beneficial to them.

Director Yoo Schneider stated that there is a consensus on the major priorities. She went on to say that more time is needed to determine how we might achieve and provide guidance and direction on carrying out those priorities. Providing more resiliency and sustainability for our water supply; however, how we message it, and what aspects of those projects we highlight, how we characterize it and who we speak with are of critical importance.

GM Hunter stated while he appreciates the comments, they have focused on the audience or a message instead of goals for this program. He went on to say that whether today or at a future workshop, it would be helpful for the Board to itemize and present the goals and the topics. GM Hunter agreed with Director McVicker's statement that one priority is securing long-term water reliability. That is the information needed at the front end of this communication plan; next would be determining its priority, the audience, the message, and the delivery method.

Director Yoo Schneider closed by stating that the discussion will be continued at a dedicated workshop once the new Directors have joined the Board.

ACTION ITEMS

ADOPT MWDOC LEGISLATIVE POLICY PRINCIPLES ANNUAL UPDATE

Ms. Baez (Government Affairs Manager) stated that this was the final update of the MWDOC Legislative and Regulatory Policy Principles. Joe Berg (Director of Water Use Efficiency) helped streamline the Water Use Efficiency and Water Loss policies. It specifically reflects many of the strikethroughs on the document that are some of the legislature's actions regarding AB 1668 (Friedman) and SB 606 (Hertzberg), Water management planning and drought policies that were adopted in 2018.

Director Yoo Schneider expressed her appreciation for all the work put into streamlining this document.

Director McVicker stated this is a very comprehensive document, and it would tie in nicely with MWDOC's discussions on priorities and goals for communication.

Upon MOTION by Director McVicker, seconded by Director Dick, and carried (3-0), the Committee recommends the Board of Directors review and adopt the updated Legislative and Regulatory Policy Principles for 2020.

A roll call vote was taken, with Directors Yoo Schneider, Dick, and McVicker voting in favor. This item will be presented to the Board on November 18, 2020.

SELECTION OF A FIRM FOR LEGISLATIVE ADVOCACY SERVICES IN SACRAMENTO

Jim Leach (Santa Margarita Water District) stated they appreciate how much Syrus Devers, Best Best & Krieger (BB&K) has kept them up to speed through MWDOC and he was pleased MWDOC will be choosing to continue with Best Best & Krieger.

Upon MOTION by Director McVicker, seconded by Director Dick, and carried (3-0), the Committee recommended the Board of Directors authorize the General Manager to enter into a professional services contract with Best Best & Krieger (BB&K) to provide state legislative advocacy services.

A roll call vote was taken, with Directors Yoo Schneider, Dick, and McVicker voting in favor. This item will be presented to the Board on November 18, 2020.

SELECTION OF A FIRM FOR LEGISLATIVE ADVOCACY SERVICES IN WASHINGTON DC

Heather Baez (Government Affairs Manager) began by outlining the Request for Proposal (RFP) timeline that began in September. A committee comprised of Directors Tamaribuchi, Yoo Schneider, Dick, Abby Schneider from Metropolitan (MET), General Manager Rob Hunter, and herself reviewed the ten proposals that were received, interviewed seven firms, and had several follow up discussions before making a final decision to proceed with a contract with Natural Resource Results (NRR).

Director Yoo Schneider thanked Ms. Baez for putting together a comprehensive interview team. She went on to say that it was not an easy decision, but, it was an excellent opportunity to hear from several different firms and all the different approaches each would take when addressing MWDOC's federal advocacy services.

General Manager Rob Hunter added that this was perhaps the most thorough review of an RFP to date during his tenure with MWDOC. From the perspective of looking at a future federal strategy and what the goals of MWDOC are and trying to match those two. Mr. Hunter thanked everyone who participated in the interviews, for their evaluations and for their time commitment. He went onto say that the process was productive, great proposals were submitted, and there were strong firms interviewed. He stated Barker/Leavitt has done an outstanding job and said this change should not be construed as a reflection of any performance issues. They have done an excellent job for MWDOC over many years; this is a direction change for working in Washington DC for our District's state goals. NRR will be a great contractor, great advocacy service provider and he looks forward to engaging with them in the future. Director Dick thanked Barker/Leavitt for their previous efforts on MWDOC's behalf and for the education and service they provided.

Jim Leach (Santa Margarita Water District) stated he appreciated the effort that went into the process. Member agencies rely on MWDOC to keep an eye on what's going on in Washington DC.

President Tamaribuchi suggested that NRR's contract begin December 1, 2020 (rather than January 2021) which would allow them to get up to speed for the upcoming year. It was agreed that staff would contact NRR regarding this advanced contract date. Director

Tamaribuchi then commented that it may be prudent for future advocacy contracts to begin in October. Discussion ensued with comments noting that October may not be a good time due to November elections and the fact that it is a very hectic time in the legislature.

Upon MOTION by Director McVicker, seconded by Director Dick, and carried (3-0), the Committee recommended the Board of Directors authorize the General Manager to enter into a professional services contract with Natural Resource Results to provide federal legislative advocacy services beginning December 1, 2020, while honoring the Barker/Leavitt agreement through the end of 2020 and reevaluate any changes in the contract start dates at a later time.

A roll call vote was taken, with Directors Yoo Schneider, Dick, and McVicker voting in favor. This item will be presented to the Board on November 18, 2020.

APPROVAL OF ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW

Director Yoo Schneider stated that this item would generally appear on the Planning & Operations Committee agenda, but due to this item's urgency, it is being brought before the Public Affairs and Legislative Committee. Responding to Director Yoo Schneider's inquiry if there were any updates, Assistant General Manager Karl Seckel responded that this is a standard provision, a reasonable request, and he recommended the Board approve.

Upon MOTION by Director McVicker, seconded by Director Dick, and carried (3-0), the Committee recommended the Board of Directors approve/grant an AMP capacity flow waiver for the City of San Juan Capistrano (SJC) due to temporary operational conditions that will be caused by a shutdown of the Joint Transmission Main (JTM) and the Eastern Transmission Main (ETM) to perform a structural inspection and condition assessment. The shutdown of the JTM and ETM will cause SJC to increase their flows from the Allen McCulloch Pipeline (AMP) into the South County Pipeline (SCP).

A roll call vote was taken, with Directors Yoo Schneider, Dick, and McVicker voting in favor. This item will be presented to the Board on November 18, 2020.

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

SCHOOL PROGRAMS UPDATE

A roll call vote was taken, with Directors Yoo Schneider, Dick, and McVicker voting to receive and file this report.

This report was received and filed.

OC WATER SUMMIT UPDATE

A roll call vote was taken, with Directors Yoo Schneider, Dick, and McVicker voting to receive and file this report.

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, OUTREACH, PUBLIC INFORMATION ISSUES, AND MET.

ADJOURNMENT

There being no further business brought before the Committee, Director Yoo Schneider adjourned the meeting at 10:26 a.m.

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
jointly with the
EXECUTIVE COMMITTEE
November 19, 2020, 8:30 a.m. to 10:00 a.m.
Zoom Webinar Application

Committee:

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

Staff:

R. Hunter, K. Seckel, M. Goldsby,
H. Chumpitazi

Also Present:

Director Yoo Schneider
Director Thomas
Director McVicker
Peer Swan, IRWD
Chuck Gibson, SMWD
Saundra Jacobs, SMWD
Frank Ury, SMWD
Jim Leach, SMWD
Greg Mills, Serrano Water District
Al Nederhood, YLWD
Kristy Khachigian, KK Consulting

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 made.

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 draft agendas for the upcoming month were distributed to the Board and made available to the public.

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

No new items were added to the agenda, however Director Dick commented on the Rebate Processing Software as a Service Platform item and asked that staff address the 1099 requirements and how to best approach a tax relief solution so that rebate recipients are not required to be issued a 1099 form for these rebates. It was noted that Mr. Berg would address this issue in his write up.

b. Workshop Board Meeting

As the December Workshop meeting was cancelled, no draft agenda was prepared.

c. Administration & Finance Committee meeting

No new items were added to the agenda.

d. Public Affairs & Legislation Committee

Although no items were added to the agenda, the Committee discussed the Virtual Scout Program and suggested the Delta Conveyance issues be incorporated into this Program.

The Committee also discussed the Delta Conveyance issue at MET and the need for public support to be expressed at the December MET meeting. It was noted that General Manager Hunter would address this at the Member Agency Managers' meeting.

e. Executive Committee

No new items were added to the agenda.

DISCUSSION REGARDING UPCOMING ACTIVITIES OF SIGNIFICANCE

Accounting Manager Hilary Chumpitazi announced that the new accounting software (Accufund) was limited to running the Directors' payroll one time per month (rather than twice), and she suggested the Board decided whether they would like to be paid on the first payroll run, at which time Compensation Vouchers would be due on the first day of the month, or the second payroll run, at which time the Compensation Vouchers would be due by the 10th of the month. Following discussion, the Board opted to be paid on the second payroll run and would submit Compensation Vouchers by the 10th day of the month.

General Manager Hunter then highlighted several important issues, including the replacement of Director McKenney on the MET Board, and following discussion, the Board requested that the MET Director appointment be placed on the January 2021 Administration & Finance Committee agenda.

Mr. Hunter then provided an overview of the status of the SARCCUP Program Agreements. Discussion ensued regarding MWDOC's request to participate in the program and several Directors expressing support for moving ahead with the Program Agreements as currently written.

MEMBER AGENCY RELATIONS

Director-Elect Seckel highlighted the SARCCUP Agreements, noting the importance of a good working relationship with OCWD.

GENERAL MANAGER'S REPORTS

No new information was presented.

REVIEW AND DISCUSS DISTRICT AND BOARD ACTIVITIES

No new information was presented.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 10:00 a.m.

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

Item 3a

WATER REVENUES

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
11/2/2020	City of Newport Beach	September 2020 Water deliveries	43,742.06
11/5/2020	City of La Palma	September 2020 Water deliveries	3,093.36
11/5/2020	Trabuco Canyon Water District	September 2020 Water deliveries	212,711.88
11/6/2020	City of San Clemente	September 2020 Water deliveries	747,565.59
11/9/2020	El Toro Water District	September 2020 Water deliveries	608,396.26
11/9/2020	City of La Habra	September 2020 Water deliveries	28,665.21
11/9/2020	Santa Margarita Water District	September 2020 Water deliveries	2,633,597.95
11/10/2020	City of Buena Park	September 2020 Water deliveries	206,365.75
11/10/2020	City of Garden Grove	September 2020 Water deliveries	673,070.68
11/12/2020	Laguna Beach County Water District	September 2020 Water deliveries	374,383.48
11/12/2020	City of Orange	September 2020 Water deliveries	948,955.23
11/12/2020	City of San Juan Capistrano	September 2020 Water deliveries	705,741.69
11/12/2020	Serrano Water District	September 2020 Water deliveries	5,095.70
11/13/2020	East Orange Co Water District	September 2020 Water deliveries	447,302.78
11/13/2020	Golden State Water Company	September 2020 Water deliveries	432,429.04
11/13/2020	Irvine Ranch Water District	September 2020 Water deliveries	1,024,084.21
11/13/2020	Moulton Niguel Water District	September 2020 Water deliveries	2,601,722.24
11/13/2020	Orange County Water District	September 2020 Water deliveries	335,331.65
11/13/2020	South Coast Water District	September 2020 Water deliveries	523,479.74
11/13/2020	Yorba Linda Water District	September 2020 Water deliveries	401,181.72
11/16/2020	City of Seal Beach	September 2020 Water deliveries	173,527.17
11/16/2020	Mesa Water District	September 2020 Water deliveries	185.61
11/16/2020	South Coast Water District	October 2020 Water deliveries	523,479.74
11/25/2020	Serrano Water District	October 2020 Water deliveries	7,524.73
11/25/2020	City of Westminster	October 2020 Water deliveries	12,795.62
11/30/2020	City of Buena Park	October 2020 Water deliveries	133,576.72
11/30/2020	City of Fountain Valley	October 2020 Water deliveries	11,923.47
11/30/2020	City of Seal Beach	October 2020 Water deliveries	8,252.59

TOTAL WATER REVENUES \$ 13,828,181.87

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

MISCELLANEOUS REVENUES

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
11/2/2020	Judy Pfister	Oct-Dec 2020 Retiree Health insurance	117.99
11/9/2020	Patricia Meszaros	Nov-Dec 2020 Retiree Health insurance	78.66
11/20/2020	Stan Sprague	December 2020 Retiree Health insurance	241.22
11/30/2020	Keith Lyon	December 2020 Retiree Health insurance	253.60
11/20/2020	Cathleen Harris	November 2020 COBRA insurance	901.97
11/18/2020	Petty Cash	Mar-Nov 2020 Cash receipts	747.39
11/20/2020	Mary Snow	Retirement gift contribution	40.00
11/20/2020	Orange County Business Council	Refund for Washington DC Advocacy Trip for Director Yoo-Schneider	1,785.00
11/20/2020	Orange County Water District	Office furnitures and fixtures	595.00
11/30/2020	Orange County Water District	Office furnitures and fixtures	1,000.00
11/30/2020	US Bank	Monthly Interest	24.29
11/5/2020	Trabuco Canyon Water District	August 2020 Smartimer rebate program	39.99
11/25/2020	Moulton Niguel Water District	September 2020 Smartimer rebate program	3,918.48
11/30/2020	City of Fountain Valley	September 2020 Turf Removal rebate program	222.00
11/20/2020	City of Tustin	September 2020 Turf Removal rebate program	444.00
11/20/2020	City of Brea	September 2020 Turf Removal and Spray to Drip rebate program	333.00
11/02/2020	Moulton Niguel Water District	September 2020 So Cal Watersmart rebate program	600.00
11/20/2020	Bureau of Reclamation	Apr-Sep 2020 Water Efficient Landscape Transformation program	89,361.14
11/20/2020	City of Anaheim	Jul-Sep 2020 Water Loss Control Technical Assistance	2,000.00
11/20/2020	City of Anaheim	FY 2020-21 Water Loss Control Shared Services	2,530.00
11/2/2020	City of Garden Grove	FY 2020-21 Choice Programs Billing invoice	21,706.60
11/6/2020	City of San Clemente	FY 2020-21 Choice Programs Billing invoice	36,875.50
11/5/2020	City of Seal Beach	FY 2020-21 Choice Programs Billing invoice	31,337.31
11/9/2020	Santa Margarita Water District	FY 2020-21 Choice Programs Billing invoice	73,519.36

TOTAL MISCELLANEOUS REVENUES \$ 268,672.50
TOTAL REVENUES \$ 14,096,854.37



Robert J. Hunter, General Manager



Hilary Chumpitazi, Treasurer

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

Vendor/ Invoice	Description	Amount to Pay
Core Expenditures:		
ABSG Consulting Inc		
5106878	October 2020 Owner's Representative preconstruction/plan check & bidding services for MWODC office remodel	5,237.71
Total		5,237.71
Richard C Ackerman		
1292	November 2020 Legal and regulatory matters consulting	3,150.00
Total		3,150.00
Adobe Systems Incorporated		
1289766362	Adobe Acrobat Pro license for new hire	134.90
Total		134.90
Aleshire & Wynder LLP		
59342	October 2020 Legal services	2,396.50
59727	11/1/20-11/19/20 Legal services	870.00
Total		3,266.50
Awards & Trophies Co Inc		
3363	Plaque for Director Finnegan's retirement	21.75
Total		21.75
Barker Leavitt PLLC		
105-1120	November 2020 Federal legislative advocacy services	8,000.00
Total		8,000.00
Best Best and Krieger LLP		
55401-OCT20	October 2020 Legal services	15,531.80
890265	October 2020 Services for State legislative advocacy	8,000.00
55401-NOV20	November 2020 Legal services	5,628.70
Total		29,160.50
Black & Veatch		
1332735	10/3-11/6/20 Services for Hydraulic Model Phase 2 build and model calibration	28,027.50
Total		28,027.50
CalChamber		
SI439419	2021 Annual membership renewal	849.00
Total		849.00

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

Vendor/ Invoice	Description	Amount to Pay
Dudek		
202007976	9/26/20-10/30/20 Doheny Desal Supply Evaluation services	297.50
Total		<u>297.50</u>
Hashtag Pinpoint Corporation		
1351	November 2020 Strategic digital communications consulting services	7,913.00
Total		<u>7,913.00</u>
Herndon Solutions Group LLC		
INV-0000000307	October 2020 Services to assist with America's Water Infrastructure Act compliance	419.17
INV-0000000307	October 2020 Services to assist with America's Water Infrastructure Act compliance	419.16
Total		<u>838.33</u>
IDS Group		
17X114.00-7	November 2020 Office space design planning for office remodel	6,058.00
18X093.00-6	November 2020 Seismic design and project support for office remodel	6,323.00
18X093.02-1	November 2020 Engineering support services for office remodel	21,453.50
Total		<u>33,834.50</u>
Karens Detail Custom Frames LLC		
3147	MWDOC resolutions for Director Joan Finnegan and Mary Aileen Matheis	273.13
Total		<u>273.13</u>
Lawnscape Systems Inc		
414373	11/9/20 Atrium landscape maintenance	495.00
Total		<u>495.00</u>
Lewis Consulting Group		
2020-141	November 2020 Consulting services	2,437.50
Total		<u>2,437.50</u>
Edward G Means III		
MWDOC-1088	November 2020 Consulting on MET issues and guidance to Engineering staff	2,500.00
Total		<u>2,500.00</u>
NDS		
776816	11/6/20 Board packet delivery service	280.40
776978	11/13/20 Board packet delivery service	179.42
Total		<u>459.82</u>
Office Depot Inc		
134192097002	11/5/20 Office supplies	3.13
515384046001	11/9/20 Office Supplies	10.86
515384955001	11/10/20 Office supplies	45.29
Total		<u>59.28</u>

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

Vendor/ Invoice	Description	Amount to Pay
Orange County Business Council		
0010246-IN	2021 Annual membership renewal	5,000.00
Total		<u>5,000.00</u>
Orange County Fast Print Inc		
59169	Business cards for K. Vincent	62.88
59197	Business cards for Directors Seckel and Nederhood	129.75
Total		<u>192.63</u>
Orange County Water District		
22225	October 2020 Postage, shared office & maintenance expense	5,853.02
Total		<u>5,853.02</u>
Resilient Communications		
802649	Cisco annual support for phone system	1,462.00
Total		<u>1,462.00</u>
Joey C Soto		
MWDOC #031	November 2020 Grant research and acquisition assistance	3,250.00
Total		<u>3,250.00</u>
US Postal Service		
20895	PO Box #20895 Annual renewal	1,240.00
Total		<u>1,240.00</u>
WageWorks Inc		
INV2422653	November 2020 Cafeteria plan administration fees	201.48
Total		<u>201.48</u>
Water Systems Optimization Inc		
1864	November 2020 Water Loss Control Shared Services template development	800.00
1891	November 2020 Water Loss Control program	5,160.00
1892	November 2020 Water Audit Validation research	2,000.00
Total		<u>7,960.00</u>
Total Core Expenditures		<u>152,115.05</u>
Choice Expenditures:		
Bryton Printing Inc		
15888	WUE Winter 2020 Bill inserts for member agencies	4,113.86
Total		<u>4,113.86</u>

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

Vendor/ Invoice	Description	Amount to Pay
Building Block Entertainment Inc		
2925-3	November 2020 Choice Elementary School program (K-2)	4,400.00
Total		4,400.00
McCalls Meter Sales & Service		
33305	November 2020 Meter Accuracy Testing for South Coast Water District	1,500.00
Total		1,500.00
Orange County Water District		
22225	October 2020 Postage for Water Use Efficiency rebate programs	16.71
Total		16.71
US Bank Voyager Fleet Systems		
869434993048	10/25/20-11/24/20 Fuel for Water Loss Control Shared Services vehicles	312.87
Total		312.87
Total Choice Expenditures		10,343.44
 Other Funds Expenditures:		
Best Best and Krieger LLP		
55401-OCT20	October 2020 Legal fees for AMP Sales agreement	469.30
55401-NOV20	November 2020 Legal services	2,794.60
Total		3,263.90
EcoTech Services Inc		
1795	October 2020 Landscape Design and Maintenance Assistance programs	6,750.00
Total		6,750.00
Herndon Solutions Group LLC		
INV-0000000307	October 2020 Services to assist with America's Water Infrastructure Act compliance	52,645.75
INV-0000000307	October 2020 Services to assist with America's Water Infrastructure Act compliance	419.17
INV-0000000307	October 2020 Services to assist with America's Water Infrastructure Act compliance	23,822.75
Total		76,887.67
The Plant Nerd		
6236	October 2020 Landscape Design and Maintenance Assistance programs	16,490.00
Total		16,490.00
TerraWorks Studio		
MW0008	October 2020 Landscape Design and Maintenance Assistance programs	875.00
Total		875.00

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

Vendor/ Invoice	Description	Amount to Pay
<hr/>		
Water Systems Optimization Inc		
1891	November 2020 Water Loss Control program	32,835.00
Total		<u>32,835.00</u>
Total Other Funds Expenditures		<u>137,101.57</u>
Total Expenditures		<u><u>299,560.06</u></u>

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of November 2020**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Core Disbursements:				
Tiffany Baca				
11/30/2020	EFT	93020	September 2020 Business expense	62.22
Total				62.22
Corodata Records Management Inc				
11/30/2020	EFT	RS4643717	October 2020 Archived document storage fees	52.13
Total				52.13
Cort Business Services Corp				
11/12/2020	140005	7379521	October 2020 Furniture lease for 2 temporary workstations	144.48
Total				144.48
Rachel Davis				
11/12/2020	140007	93020	September 2020 Business expense	60.00
Total				60.00
Harvey De La Torre				
11/12/2020	140008	103120	October 2020 Business expense	58.89
Total				58.89
Sam Fetter				
11/12/2020	140009	103120	October 2020 Business expense	30.00
Total				30.00
Joan Finnegan				
11/30/2020	EFT	103120	October 2020 Business expense	54.67
Total				54.67
Cathleen Harris				
11/12/2020	140010	8312020	August 2020 Business expense	85.11
Total				85.11
Spectrum Business				
11/24/2020	140045	343564111020	November 2020 Telephone expense for 3 analog fax lines	109.76
11/09/2020	140000	375210103020	November 2020 Telephone and internet expense	1,408.42
Total				1,518.18
US Bank				
11/30/2020	140054	0208/0403/7659-OCT20	9/23/20-10/22/20 Cal Card charges (See attached sheet for details)	2,268.43
Total				2,268.43

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of November 2020**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Verizon Wireless				
11/09/2020	140001	9865586579	October 2020 4G Mobile broadband unlimited service	114.03
Total				114.03
Total Core Disbursements				4,448.14
 Choice Disbursements:				
Rachel Davis				
11/12/2020	140007	93020	September 2020 Business expense	40.68
Total				40.68
US Bank				
11/30/2020	140054	0208/0403/7659-OCT20	9/23/20-10/22/20 Cal Card charges (See attached sheet for details)	84.45
Total				84.45
Total Choice Disbursements				125.13
 Other Funds Disbursements:				
AT&T				
11/24/2020	140044	1812-NOV20	November 2020 U-verse internet service for WEROC N.EOC	64.20
Total				64.20
AT&T				
11/12/2020	140002	15523317	October 2020 Telephone expense for WEROC N. & S. EOC	325.16
11/12/2020	140002	15523318	October 2020 Telephone expense for WEROC N. EOC	111.84
Total				437.00
Metropolitan Water District				
9/30/2020	WIRE	10209	September 2020 Water Deliveries	13,648,648.96
Total				13,648,648.96
Santa Margarita Water District				
11/30/2020	EFT	SEP2020	September 2020 SCP Pipeline Operation Surcharge	30,010.55
Total				30,010.55

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of November 2020**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Santiago Aqueduct Commission				
11/30/2020	140052	SEP2020	September 2020 SAC Pipeline Operation Surcharge	3,143.27
Total				3,143.27
Spray to Drip Rebate				
11/25/2020	140021	S2D3-C-ETWD-39138-17449	Comfort Inn (Laguna Hills)	987.21
11/25/2020	140042	S2D3-R-HB-39824-17691	S. Wautlet	693.00
11/25/2020	140039	S2D3-R-HB-39883-17707	S. Tsai	552.00
11/25/2020	140036	S2D3-R-SM-39500-17684	T. Richardson	1,165.50
11/25/2020	140031	S2D4-R-HB-39995-17741	S. Mirza-Kwok	369.00
11/25/2020	140025	S2D4-R-IRWD-41167-17779	M. Kim	691.50
11/25/2020	140019	S2D4-R-IRWD-41177-17800	C. Cote	422.10
11/25/2020	140028	S2D4-R-NWPT-39746-17794	B. Lindquist	150.50
Total				5,030.81
Turf Removal Rebate				
11/25/2020	140022	TR13-C-ETWD-39138-38012	Comfort Inn (Laguna Hills)	9,643.12
11/25/2020	140035	TR13-C-IRWD-14586-38009	Portola Hills Community Association (Lake Forest)	23,750.00
11/25/2020	140041	TR13-C-NWPT-4463-38672	Villa Balboa Comm Assoc (Newport Beach)	24,210.00
11/25/2020	140030	TR13-C-SOCO-38850-38506-ADJ	Monarch Beach Golf Links (Santa Ana)	12,600.00
11/25/2020	140033	TR13-R-FV-39735-38563	T. Nguyen	4,473.46
11/25/2020	140043	TR13-R-HB-39824-38645	S. Wautlet	2,154.61
11/25/2020	140040	TR13-R-HB-39883-38706	S. Tsai	3,312.00
11/25/2020	140026	TR13-R-IRWD-39632-38463	M. Kim	7,173.00
11/25/2020	140034	TR13-R-MNT-38545-38422	M. Noble	975.00
11/25/2020	140029	TR13-R-NWPT-39746-38574	B. Lindquist	903.00
11/25/2020	140027	TR13-R-SM-38623-38185	W. Lapera	4,134.00
11/25/2020	140037	TR13-R-SM-39500-38344	T. Richardson	3,813.00
11/25/2020	140018	TR13-R-SOCO-39739-38568	A. Baylor	2,685.00
11/25/2020	140038	TR13-R-TC-38865-37766	N. Saenz	10,698.00
11/25/2020	140024	TR14-R-BREA-41104-39907	I. Kao	3,066.00
11/25/2020	140032	TR14-R-HB-39995-38815	S. Mirza-Kwok	2,214.00
11/25/2020	140017	TR14-R-IRWD-41150-39951	Y. Afifi	450.00
11/25/2020	140020	TR14-R-IRWD-41177-39977	C. Cote	986.89
11/25/2020	140023	TR14-R-MESA-39975-38793	J. Erickson	800.00
Total				118,041.08
US Bank				
11/30/2020	140054	0208/0403/7659-OCT20	9/23/20-10/22/20 Cal Card charges (See attached sheet for details)	459.12
Total				459.12

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of November 2020**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Verizon Wireless				
11/09/2020	140001	9865586579	October 2020 4G Mobile broadband unlimited service	76.02
Total				<u>76.02</u>
Total Other Funds Disbursements				<u>13,805,911.01</u>
Total Disbursements				<u><u>13,810,484.28</u></u>



Robert J. Hunter, General Manager



Hilary Chumpitazi, Treasurer

Cal Card Charges
Statement Date: October 22, 2020
Payment Date: November 30, 2020

<u>Date</u>	<u>Description</u>	<u>Amount</u>
Public Affairs Card:		
9/23/2020	Duplicate keys for storage unit	38.01
10/1/2020	Gift for 9/23/20 Water Policy Forum speaker	46.98
10/3/2020	10/2/20-11/1/20 Zoom Video Communications monthly fee with audio licenses	174.95
10/3/2020	Monthly storage unit rental during MWDOC remodel	161.40
10/2/2020	Image purchase for media kits	12.00
10/12/2020	Duplicate key for storage unit	6.44
	Total	439.78

Cal Card Charges
Statement Date: October 22, 2020
Payment Date: November 30, 2020

Date	Description	Amount
K. Seckel Card:		
9/24/2020	VHS video converted to MP4 for Engineering department	49.28
9/24/2020	8/24/20-9/23/20 Web hosting service for MWDOC website	15.65
10/7/2020	Get well flowers for MWDOC staff member	66.14
10/12/2020	Gift card for MWDOC staff member recognition	50.00
10/14/2020	Preworxscreen online subscription monthly fee for COVID-19 prevention	167.58
10/15/2020	2 Toner cartridges	80.12
Total		428.77

Cal Card Charges
Statement Date: October 22, 2020
Payment Date: November 30, 2020

Date	Description	Amount
R. Hunter Card:		
10/7/2020	International Association of Emergency Managers virtual conference from Nov. 16-18, 2020 - Registration for V. Osborn	379.00
10/7/2020	ACWA Fall virtual conference from Dec. 2-3, 2020 - Registration for Director Tamaribuchi	375.00
10/7/2020	ACWA Fall virtual conference from Dec. 2-3, 2020 - Registration for Director Thomas	375.00
10/10/2020	Board supplies	695.00
10/15/2020	2 Magnetic signs for Water Loss Control Shared Services vehicles	84.45
10/19/2020	Orange County Business Council virtual meeting on Nov. 3, 2020 - Registration for H. Baez	35.00
	Total	1,943.45

Municipal Water District of Orange County
GM Approved Disbursement Report ⁽¹⁾
For the Month of November 2020

Name/ Date	Check/ EFT	Invoice	Description	Amount
Core Disbursements:				
ComputerWorks NFP Solutions				
11/30/2020	EFT	3706	AccuFund system implementation services	3,250.00
Total				<u>3,250.00</u>
EEl Systems				
11/30/2020	EFT	15505	Deposit for AV system for conference rooms 101 and 102 remodel	31,380.00
Total				<u>31,380.00</u>
Total Core Disbursements				<u><u>34,630.00</u></u>
Choice Disbursements:				
Total Choice Disbursements				<u>-</u>
Other Funds Disbursements:				
Total Other Funds Disbursements				<u>-</u>
Total Disbursements				<u><u><u>34,630.00</u></u></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

October 31, 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

Division I
Vacant

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	18.43%
Grant & Project Cash Flow	1,500,000	7.22%
Election Expense	696,000	3.35%
Building Repair	444,186	2.14%
OPEB	297,147	1.43%
Total Designated Reserves	6,767,573	32.57%
General Fund	11,050,996	53.17%
Water Fund	1,639,719	7.89%
Conservation Fund	(341,537)	(1.64%)
WEROC Fund	1,655,709	7.97%
Trustee Activities	7,873	0.04%
Total	\$20,780,333	100.00%

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	0.53%	\$109,434	\$109,434
Short-term investment			
• LAIF	60.72%	\$12,618,759	\$12,618,760
• OCIP	23.83%	4,951,414	4,951,414
Long-term investment			
• Corporate Bond	6.74%	1,400,726	1,403,657
• Certificates of Deposit	8.18%	1,700,000	1,794,729
Total	100.00%	\$20,780,333	\$20,877,994

The average number of days to maturity/call as of October 31, 2020 equaled 107 and the average yield to maturity is 0.911%. During the month, the District's average daily balance was \$29,173,549.76. Funds were invested in Negotiable Certificate of Deposit's, Corporate Bonds, the Local Agency Investment Funds (LAIF) and the Orange County Investment Pool (OCIP) during the month of October 2020.

The \$97,661 difference between the book value and the market value on October 31, 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

October 31, 2020

10/31/2020	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,700,000.00	1,794,729.00	1,700,000.00	8.22	844	2.566
Corporate Bond	1,400,000.00	1,403,657.50	1,400,726.10	6.77	539	1.629
Local Agency Investment Funds	12,618,759.71	12,618,759.71	12,618,759.71	61.06	1	0.614
Orange County Investment Pool	4,951,413.72	4,951,413.72	4,951,413.72	23.95	1	0.897
Total Investments	20,670,173.43	20,768,559.93	20,670,899.53	100.00	107	0.911

Cash						
Cash	109,433.87	109,433.87	109,433.87		1	0.00
Total Cash and Investments	20,779,607.30	20,877,993.80	20,780,333.40		107	0.911

Total Earnings	Month Ending October	Fiscal Year to Date
Current Year	19,995.01	89,958.63
Average Daily Balance	29,173,549.76	
Effective Rate of Return	0.911%	

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 U.S. Bank. Per Resolution 2059 there are no compliance exceptions to report.


Robert J. Hunter, General Manager

Date

12-3-2020


Hilary Chumpitazi, Treasurer

Date

12/03/2020

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Long-Term Portfolio Details - Investments
October 31, 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									
Bardays Bank	06740KKY2	9/27/2017	250,000.00	260,147.50	250,000.00	2.250	2.250	696	9/27/2022
Capital One Bank	14042TBQ9	8/7/2019	250,000.00	268,802.50	250,000.00	2.250	2.250	1,376	8/7/2024
Capital One NA	14042RMJ7	7/24/2019	250,000.00	268,167.50	250,000.00	2.200	2.200	1,362	7/24/2024
Comenity Capital	20033AUX2	7/25/2017	200,000.00	202,754.00	200,000.00	2.000	2.000	258	7/16/2021
Discover Bank	254673RV0	7/25/2018	250,000.00	271,315.00	250,000.00	3.300	3.300	997	7/25/2023
Goldman Sachs Bank	38148PT98	8/8/2018	250,000.00	271,945.00	250,000.00	3.350	3.350	1,011	8/8/2023
Morgan Stanley Bank	61747MJ36	2/1/2018	250,000.00	251,597.50	250,000.00	2.500	2.500	93	2/1/2021
Sub Total			1,700,000.00	1,794,729.00	1,700,000.00	2.566	2.566	844	
Corporate Bond									
Citigroup Global Markets	17328WFZ6	9/16/2020	250,000.00	247,692.50	250,000.00	1.000	1.000	320	9/16/2025
JP Morgan Chase	48128GV56	8/18/2020	250,000.00	247,190.00	250,000.00	0.800	0.800	1,387	8/18/2025
National Rural Util Coop	63743FE51	7/27/2017	200,000.00	203,642.00	200,000.00	2.500	2.500	622	7/15/2022
Societe Generale	83369MD25	8/19/2020	250,000.00	247,595.00	250,000.00	1.000	1.088	292	8/19/2025
Wells Fargo	94974BGR5	1/13/2016	250,000.00	250,560.00	250,033.33	2.550	2.409	37	12/7/2020
Westpac Banking Corp	961214DQ3	7/25/2017	200,000.00	206,978.00	200,692.77	2.500	2.278	605	6/28/2022
Sub Total			1,400,000.00	1,403,657.50	1,400,726.10	1.670	1.629	539	
Total Investments			3,100,000.00	3,198,386.50	3,100,726.10	2.161	2.143	706	

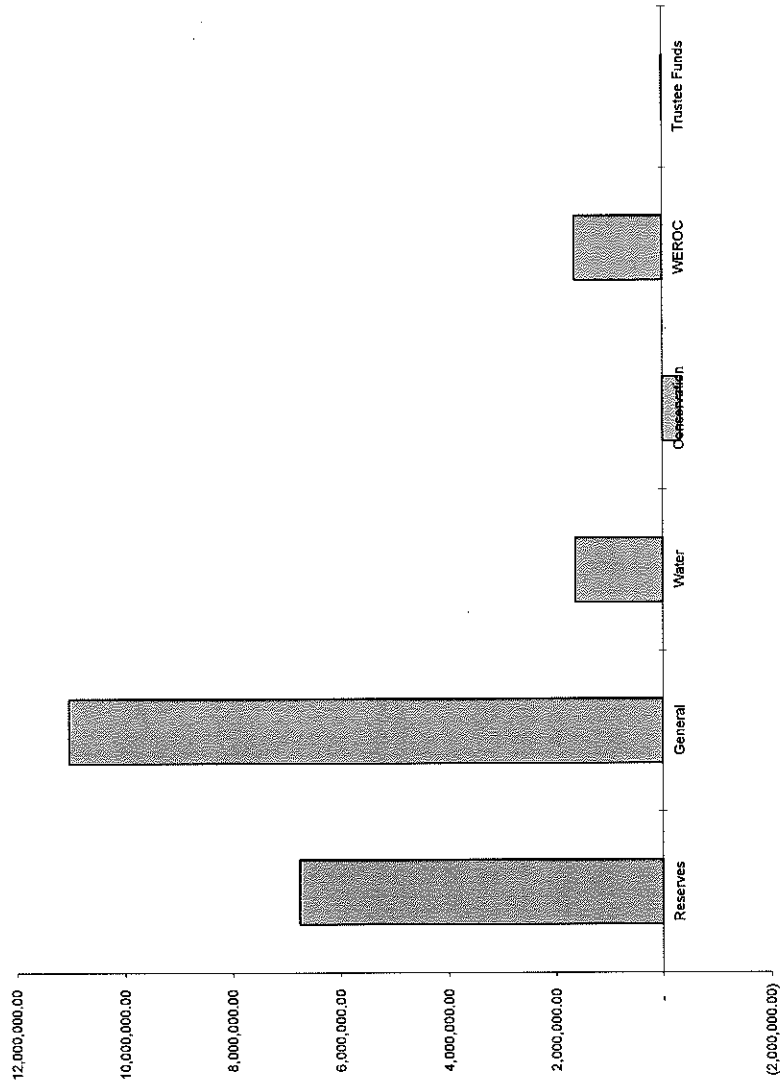
		Month Ending October	Fiscal Year To Date
Total Earnings			
Current Year	5,654.56		21,638.90

October 31, 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	12,618,759.71	12,618,759.71	12,618,759.71	0.614	0.614	1	N/A
Sub Total			12,618,759.71	12,618,759.71	12,618,759.71	0.614	0.614	1	
Orange County Investment Pool									
County of Orange LGIP	OCIP	6/29/2005	4,951,413.72	4,951,413.72	4,951,413.72	0.897	0.897	1	N/A
Sub Total			4,951,413.72	4,951,413.72	4,951,413.72	0.897	0.897	1	
Total Investments			17,570,173.43	17,570,173.43	17,570,173.43	0.694	0.694		
Cash									
Petty Cash Cash	CASH	7/1/2010	500.00	500.00	500.00	0.000	0.000	1	N/A
US Bank Cash	CASHUSBANK	7/25/2018	108,933.87	108,933.87	108,933.87	0.000	0.000	1	N/A
Total Cash			109,433.87	109,433.87	109,433.87	0.000	0.000	1	
Total Cash and Investments			17,679,607.30	17,679,607.30	17,679,607.30	0.694	0.694	1	
Total Earnings									
Current Year			Month Ending October	Fiscal Year To Date					
			14,340.45	68,319.73					

**Municipal Water District of Orange County
Cash and Investments at October 31, 2020**

ALLOCATION		AMOUNT	%
MWDOC			
Designated Reserves			
General	\$	3,830,240	18.43%
Grant & Project Cash Flow		1,500,000	7.22%
Election Expense		696,000	3.35%
Building Repair		444,186	2.14%
OPEB		297,147	1.43%
Total Designated Reserves		6,767,573	32.57%
General		11,050,996	53.17%
Water		1,639,719	7.89%
Conservation		(341,537)	-1.64%
WERO		1,655,709	7.97%
TOTAL MWDOC	\$	20,772,460	99.96%
TRUSTEE ACTIVITIES			
AMP Sales Admin	\$	7,873	0.04%
TOTAL TRUSTEE ACTIVITIES	\$	7,873	0.04%
TOTAL CASH & INVESTMENTS	\$	20,780,333	100.00%



MUNICIPAL WATER DIST OF ORANGE COUNTY
PARS Post-Employment Benefits TrustAccount Report for the Period
10/1/2020 to 10/31/2020Rob Hunter
General Manager
Municipal Water Dist of Orange County
18700 Ward Street
Fountain Valley, CA 92708

Account Summary

Source	Balance as of 10/1/2020	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 10/31/2020
OPEB	\$2,386,549.21	\$0.00	-\$20,633.82	\$1,182.30	\$0.00	\$0.00	\$2,364,733.09
PENSION	\$663,955.15	\$0.00	-\$5,740.48	\$328.91	\$0.00	\$0.00	\$657,885.76
Totals	\$3,050,504.36	\$0.00	-\$26,374.30	\$1,511.21	\$0.00	\$0.00	\$3,022,618.85

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	-0.86%	0.37%	5.57%	5.55%	6.47%	-	10/26/2011
PENSION	-0.86%	0.25%	5.45%	-	-	-	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
COMBINED FINANCIAL STATEMENTS
AND
BUDGET COMPARATIVE
JULY 1, 2020 THRU OCTOBER 31, 2020

**Municipal Water District of Orange County
Combined Balance Sheet
As of October 31, 2020**

<u>ASSETS</u>	Amount
Cash in Bank	106,258.50
Investments	20,670,899.53
Accounts Receivable	27,570,338.31
Accounts Receivable - Other	236,792.24
Accrued Interest Receivable	43,744.80
Prepays/Deposits	425,451.83
Leasehold Improvements	4,284,127.08
Furniture, Fixtures & Equipment	649,773.62
Less: Accum Depreciation	<u>(3,323,358.19)</u>
TOTAL ASSETS	<u><u>\$50,664,027.72</u></u>
 <u>LIABILITIES AND FUND BALANCES</u>	
Liabilities	
Accounts Payable	27,664,609.67
Accounts Payable - Other	154.58
Accrued Salaries and Benefits Payable	533,700.85
Other Liabilities	1,456,869.00
Unearned Revenue	<u>658,092.22</u>
Total Liabilities	<u>30,313,426.32</u>
 Fund Balances	
Restricted Fund Balances	
Water Fund - T2C	<u>1,029,029.26</u>
Total Restricted Fund Balances	<u>1,029,029.26</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	4,908,358.72
General Fund Capital	682,542.68
WEROC Capital	115,298.58
WEROC	<u>284,002.59</u>
Total Unrestricted Fund Balances	<u>12,757,775.57</u>
Excess Revenue over Expenditures	
Operating Fund	6,577,325.97
Other Funds	<u>(13,529.40)</u>
Total Fund Balance	<u>20,350,601.40</u>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>50,664,027.72</u></u>

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

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>REVENUES</u>						
Retail Connection Charge	0.00	7,837,792.40	7,837,792.00	100.00%	0.00	(0.40)
Ground Water Customer Charge	0.00	595,323.00	595,323.00	100.00%	0.00	0.00
Water rate revenues	0.00	8,433,115.40	8,433,115.00	100.00%	0.00	(0.40)
Interest Revenue	19,538.12	88,263.19	458,000.00	19.27%	0.00	369,736.81
Subtotal	19,538.12	8,521,378.59	8,891,115.00	95.84%	0.00	369,736.41
Choice Programs	1,596.00	1,195,408.79	1,510,618.00	79.13%	0.00	315,209.21
MWD Revenue - Shared Services	0.00	24,178.00	0.00	0.00%	0.00	(24,178.00)
Miscellaneous Income	1,607.68	1,845.61	3,000.00	61.52%	0.00	1,154.39
Revenue Other	0.00	1,258.00	0.00	0.00%	0.00	(1,258.00)
School Contracts	0.00	0.00	120,376.00	0.00%	0.00	120,376.00
Gain on Sale of Asset	215.00	215.00	0.00	0.00%	0.00	(215.00)
Transfer-In From Reserve	0.00	0.00	97,415.00	0.00%	0.00	97,415.00
Subtotal	3,418.68	1,222,905.40	1,731,409.00	70.63%	0.00	508,503.60
TOTAL REVENUES	22,956.80	9,744,283.99	10,622,524.00	91.73%	0.00	878,240.01

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

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>EXPENSES</u>						
Salaries & Wages	358,144.43	1,429,977.33	4,152,072.00	34.44%	0.00	2,722,094.67
Director's Compensation	19,318.37	76,291.19	258,909.00	29.47%	0.00	182,617.81
MWD Representation	13,097.20	48,459.64	157,070.00	30.85%	0.00	108,610.36
Employee Benefits	105,478.40	438,418.82	1,335,387.00	32.83%	0.00	896,968.18
CalPers Unfunded Liability Contribution	0.00	207,000.00	207,000.00	100.00%	0.00	0.00
Director's Benefits	9,766.94	38,280.01	101,971.00	37.54%	0.00	63,690.99
Health Insurance for Retirees	3,949.34	19,734.56	87,449.00	22.57%	0.00	67,714.44
Training Expense	775.00	1,529.20	64,500.00	2.37%	8,895.60	54,075.20
Tuition Reimbursement	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
Temporary Help Expense	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
Personnel Expenses	510,529.68	2,259,690.75	6,374,358.00	35.45%	8,895.60	4,105,771.65
Engineering Expense	34,979.56	88,442.40	340,000.00	26.01%	338,458.12	(86,900.52)
Legal Expense	19,128.30	76,156.35	210,500.00	36.18%	134,343.65	0.00
Audit Expense	0.00	19,000.00	29,725.00	63.92%	10,725.00	0.00
Professional Services	42,953.65	277,379.21	1,581,338.00	17.54%	814,711.31	489,247.48
Professional Fees	97,061.51	460,977.96	2,161,563.00	21.33%	1,298,238.08	402,346.96
Conference-Staff	0.00	915.00	26,515.00	3.45%	0.00	25,600.00
Conference-Directors	750.00	1,485.00	18,695.00	7.94%	0.00	17,210.00
Travel & Accom.-Staff	0.00	1,349.38	62,495.00	2.16%	0.00	61,145.62
Travel & Accom.-Directors	0.00	0.00	24,900.00	0.00%	0.00	24,900.00
Travel & Conference	750.00	3,749.38	132,605.00	2.83%	0.00	128,855.62
Membership/Sponsorship	0.00	54,086.64	127,161.00	42.53%	0.00	73,074.36
CDR Support	26,550.16	26,550.16	53,158.00	49.95%	26,550.16	57.68
Dues & Memberships	26,550.16	80,636.80	180,319.00	44.72%	26,550.16	73,132.04
Business Expense	0.00	0.00	4,500.00	0.00%	0.00	4,500.00
Maintenance Office	6,608.11	32,512.16	125,420.00	25.92%	95,542.84	(2,635.00)
Building Repair & Maintenance	1,573.75	7,750.86	15,000.00	51.67%	7,327.68	(78.54)
Storage Rental & Equipment Lease	52.13	211.19	1,750.00	12.07%	538.81	1,000.00
Office Supplies	303.40	2,762.79	39,000.00	7.08%	3,153.35	33,083.86
Supplies - Water Loss Control	7,455.81	7,991.62	10,000.00	79.92%	0.00	2,008.38
Postage/Mail Delivery	799.03	2,955.18	9,300.00	31.78%	2,005.85	4,338.97
Subscriptions & Books	0.00	239.97	1,000.00	24.00%	0.00	760.03
Reproduction Expense	0.00	3,371.14	83,700.00	4.03%	5,745.50	74,583.36
Maintenance-Computers	0.00	473.30	8,000.00	5.92%	0.00	7,526.70
Software Purchase	714.55	19,996.16	57,000.00	35.08%	0.00	37,003.84
Software Support	15.65	24,700.12	47,640.00	51.85%	5,365.12	17,574.76
Computers and Equipment	0.00	7,673.34	33,550.00	22.87%	0.00	25,876.66
Maintenance-Expense	0.00	0.00	6,000.00	0.00%	0.00	6,000.00
Automotive Expense	0.00	0.00	20,000.00	0.00%	0.00	20,000.00
Vehicle Expense	186.72	1,476.41	6,350.00	23.25%	0.00	4,873.59
Toll Road Charges	0.00	0.00	2,300.00	0.00%	0.00	2,300.00
Insurance Expense	11,651.71	46,053.22	110,000.00	41.87%	0.00	63,946.78
Utilities - Telephone	3,201.54	12,619.55	30,850.00	40.91%	914.88	17,315.57
Bank Fees	802.78	1,296.79	1,200.00	108.07%	0.00	(96.79)
Miscellaneous Expense	4,188.95	9,290.28	113,800.00	8.16%	4,486.30	100,023.42
MWDOC's Contrb. to WEROC	20,103.00	80,412.00	241,236.00	33.33%	0.00	160,824.00
Depreciation Expense	4,485.37	17,941.50	0.00	0.00%	0.00	(17,941.50)
Other Expenses	62,142.50	279,727.58	967,596.00	28.91%	125,080.33	562,788.09
Building Expense	144.48	38,700.55	726,883.00	5.32%	300,749.76	387,432.69
Capital Acquisition	0.00	43,475.00	79,200.00	54.89%	34,560.00	1,165.00
TOTAL EXPENSES	697,178.33	3,166,958.02	10,622,524.00	29.81%	1,794,073.93	5,661,492.05
NET INCOME (LOSS)	(674,221.53)	6,577,325.97	0.00			

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

	Month to Date	Year to Date	Annual Budget	% Used	Budget Remaining
<u>WATER REVENUES</u>					
Water Sales	11,963,451.80	52,905,448.80	208,407,327.00	25.39%	155,501,878.20
Readiness to Serve Charge	963,901.00	3,855,604.00	11,583,326.00	33.29%	7,727,722.00
Capacity Charge CCF	324,353.33	1,297,413.32	3,892,240.00	33.33%	2,594,826.68
SCP/SAC Pipeline Surcharge	32,027.58	134,039.11	315,000.00	42.55%	180,960.89
Interest	576.73	2,775.72	22,000.00	12.62%	19,224.28
TOTAL WATER REVENUES	13,284,310.44	58,195,280.95	224,219,893.00	25.95%	166,024,612.05
<u>WATER PURCHASES</u>					
Water Sales	11,963,451.80	52,905,448.80	208,407,327.00	25.39%	155,501,878.20
Readiness to Serve Charge	963,901.00	3,855,604.00	11,583,326.00	33.29%	7,727,722.00
Capacity Charge CCF	324,353.33	1,297,413.32	3,892,240.00	33.33%	2,594,826.68
SCP/SAC Pipeline Surcharge	32,027.58	134,039.11	315,000.00	42.55%	180,960.89
TOTAL WATER PURCHASES	13,283,733.71	58,192,505.23	224,197,893.00	25.96%	166,005,387.77
EXCESS OF REVENUE OVER EXPENDITURES	576.73	2,775.72	22,000.00		

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

	Year to Date Actual	Annual Budget	% Used
Spray To Drip Conversion			
Revenues	18,311.77	38,900.00	47.07%
Expenses	18,733.29	38,900.00	48.16%
Excess of Revenues over Expenditures	(421.52)	0.00	
Member Agency Administered Passthru			
Revenues	0.00	175,000.00	0.00%
Expenses	0.00	175,000.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
ULFT Rebate Program			
Revenues	340.00	2,000.00	17.00%
Expenses	700.00	2,000.00	35.00%
Excess of Revenues over Expenditures	(360.00)	0.00	
HECW Rebate Program			
Revenues	9,855.24	77,000.00	12.80%
Expenses	22,710.00	77,000.00	29.49%
Excess of Revenues over Expenditures	(12,854.76)	0.00	
CII Rebate Program			
Revenues	0.00	12,500.00	0.00%
Expenses	0.00	12,500.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
Turf Removal Program			
Revenues	432,588.89	648,000.00	66.76%
Expenses	487,216.95	648,000.00	75.19%
Excess of Revenues over Expenditures	(54,628.06)	0.00	
Comprehensive Landscape (CLWUE)			
Revenues	79,818.83	130,784.00	61.03%
Expenses	135,604.93	130,784.00	103.69%
Excess of Revenues over Expenditures	(55,786.10)	0.00	
Recycled Water Program			
Revenues	0.00	61,750.00	0.00%
Expenses	0.00	61,750.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
WSIP - Industrial Program			
Revenues	13,471.46	30,000.00	44.90%
Expenses	28,471.46	30,000.00	94.90%
Excess of Revenues over Expenditures	(15,000.00)	0.00	
Land Design Program			
Revenues	57,960.00	404,000.00	14.35%
Expenses	87,330.00	404,000.00	21.62%
Excess of Revenues over Expenditures	(29,370.00)	0.00	
WUE Projects			
Revenues	612,346.19	1,579,934.00	38.76%
Expenses	780,766.63	1,579,934.00	49.42%
Excess of Revenues over Expenditures	(168,420.44)	0.00	
WEROC			
Revenues	321,648.00	482,472.00	66.67%
Expenses	149,172.00	482,472.00	30.92%
Excess of Revenues over Expenditures	172,476.00	0.00	



CONSENT CALENDAR ITEM

December 16, 2020

TO: Board of Directors

FROM: **Maribeth Goldsby**
District Secretary

**SUBJECT: NOVEMBER 2020 ELECTION CERTIFICATES AND
CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION**

RECOMMENDATION

Staff recommends the Board of Directors: Receive and file Certificates of Election for Al Nederhood (Division 1), Robert McVicker (Division 3), Karl W. Seckel (Division 4), and Megan Yoo Schneider (Division 7), and the Certificate of Appointment In Lieu of Election for Jeffery M. Thomas (Division 6).

SUMMARY

The County of Orange Registrar of Voters has submitted the Certificates of Election for Directors Nederhood, McVicker, Seckel, and Yoo Schneider, along with the Certificate of Appointment in Lieu of Election for Director Thomas.

It is customary for the Board to receive and file the certificates.

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

Certificate of Election

State of California, County of Orange

This is to certify that *Al Nederhood* was elected to the office of *Director, Municipal Water District of Orange County, Division 1, Short Term*, at the election held *November 3, 2020*. The official returns of said election and statement of votes cast are on file in the office of the Board of Supervisors, County of Orange.

Witness my hand and official seal this

25th day of *November, 2020*




Neal Kelley
Registrar of Voters

Certificate of Election

State of California, County of Orange

This is to certify that *Robert R. "Bob" McVicker* was elected to the office of *Director, Municipal Water District of Orange County, Division 3*, at the election held *November 3, 2020*. The official returns of said election and statement of votes cast are on file in the office of the Board of Supervisors, County of Orange.



Witness my hand and official seal this

25th day of *November, 2020*


Neal Kelley
Registrar of Voters

Certificate of Election

State of California, County of Orange

This is to certify that *Karl Seckel* was elected to the office of *Director, Municipal Water District of Orange County, Division 4*, at the election held *November 3, 2020*. The official returns of said election and statement of votes cast are on file in the office of the Board of Supervisors, County of *Orange*.

Witness my hand and official seal this

25th day of *November, 2020*




Neal Kelley
Registrar of Voters

Certificate of Election

State of California, County of Orange

This is to certify that *Megan Yoo Schneider* was elected to the office of *Director, Municipal Water District of Orange County, Division 7*, at the election held *November 3, 2020*. The official returns of said election and statement of votes cast are on file in the office of the Board of Supervisors, County of Orange.

Witness my hand and official seal this

25th day of November, 2020



Neal Kelley
Registrar of Voters

STATE OF CALIFORNIA))ss.
COUNTY OF ORANGE)

WITNESS my hand and Official Seal this 25th day of November, 2020.



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ACTION ITEM
December 16, 2020

TO: Board of Directors

FROM: Robert J. Hunter, General Manager

SUBJECT: REORGANIZATION OF THE MWDOC BOARD OF DIRECTORS;
ELECTION OF PRESIDENT AND VICE PRESIDENT

RECOMMENDATION

It is recommended the Board of Directors nominate and by resolution(s) elect the President and Vice President of the Board.
Res. Nos. _____ & _____

SUMMARY

In accordance with MWDOC's Administrative Code, the President and Vice President of the Board of Directors shall serve a one-year term and shall be elected to such term by the members of the Board at its first regular meeting in December of each year. Nominations will be taken from the floor and a roll call vote shall be taken.

Included below are the proposed resolutions for the election of the President and Vice President of the Board.

Administrative Code Sections 1303-1304 outline the duties of the President and Vice President (as follows):

§1303 DUTIES AND POWERS OF PRESIDENT

The President of the Board of Directors shall be the presiding officer and shall preserve order and decorum at all MWDOC meetings. The President shall appoint (with ratification by the Board) all standing, special, and ad hoc committees (including the Committee Chair persons). In the absence of the President, Vice President shall act as President. In the absence of the President and Vice President, the immediate past President(s) shall act as President, and in the absence of any immediate Past President(s), the Secretary acts as President until the Board selects one of its members President Pro Tempore, who shall have all of the Board powers of the President during the continuance of the meeting as well as during the absence of the President.

§1304 DUTIES AND POWERS OF VICE PRESIDENT

In the absence or disability of the President, the Vice President shall perform all of the duties of the President.

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

RESOLUTION NO. _____
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

**RE: ELECTION OF THE PRESIDENT
OF THE BOARD
December 2020-December 2021**

BE IT RESOLVED by the Board of Directors of the Municipal Water District of Orange County, in accordance with Administrative Code Section 1301, that at its first regular meeting in the month of December of each year, the Board shall elect one of its members President; and

BE IT FURTHER RESOLVED that the Board of Directors has prescribed the use of nominations from the floor and a roll call vote as its method of electing the President of the Board, as set forth in Roberts Rules of Order (newly revised).

THEREFORE BE IT RESOLVED by the Board of Directors of Municipal Water District of Orange County that in accordance with the procedures set forth above, _____
be and is hereby elected President of the Board of Directors of Municipal Water District of Orange County, effective December 16, 2020, for a one-year term of office.

Adopted and approved this 16th day of December 2020, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Maribeth Goldsby, District Secretary
Municipal Water District of Orange County

RESOLUTION NO. _____
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

**RE: ELECTION OF THE VICE PRESIDENT
OF THE BOARD**

December 2020-December 2021

BE IT RESOLVED by the Board of Directors of the Municipal Water District of Orange County, in accordance with Administrative Code Section 1301, that at its first regular meeting in the month of December of each year, the Board shall elect a member of the Board to the office of Vice President, to serve a one year term, until a successor is elected; and

BE IT FURTHER RESOLVED that the Board of Directors has prescribed the use of nominations from the floor and a roll call vote as its method of electing the President and Vice President of the Board, as set forth in Roberts Rules of Order (newly revised).

THEREFORE BE IT FURTHER RESOLVED by the Board of Directors of Municipal Water District of Orange County that in accordance with the procedures set forth above, _____ **be and is hereby elected Vice President** of the Board of Directors of Municipal Water District of Orange County, effective December 16, 2020, for a one-year term of office.

Adopted and approved this 16th day of December 2020, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Maribeth Goldsby, District Secretary
Municipal Water District of Orange County



ACTION ITEM
December 16, 2020

TO: Board of Directors

FROM: Robert Hunter, General Manager

SUBJECT: APPOINTMENT OF SECRETARY, TREASURER(S), AND LEGAL COUNSEL

STAFF RECOMMENDATION

It is recommended the Board of Directors: Adopt Resolution(s) appointing the Board Secretary, Treasurer(s), and Legal Counsel.

SUMMARY

In February 2017, the MWD OC Board of Directors adopted a policy which states that at its first regular meeting in December, the Board shall appoint the Secretary, Treasurer and Legal Counsel. An excerpt from Administrative Code Section 1301 is as follows:

The Board shall appoint, by majority vote, at its pleasure, a Secretary, Treasurer, Legal Counsel, General Manager and Auditor and shall define their duties and fix their compensation. At its first regular meeting in December of each year, the Board shall appoint the Secretary, Treasurer, and Legal Counsel. The Board may also appoint a Deputy Secretary and Deputy Treasurer. Each of these officers shall serve at the pleasure of the Board. The Auditor shall serve a term no longer than five (5) years.

The current incumbents are:

Maribeth Goldsby	Board Secretary
Hilary Chumpitazi	Treasurer
Robert Hunter	Deputy Treasurer
Mary Snow	Alternate Deputy Treasurer*
Jeff Stalvey	Alternate Deputy Treasurer
Lina Gunawan	Alternate Deputy Treasurer
Best, Best & Krieger & Joseph Byrne	Legal Counsel

*Mary Snow will be retiring in January 2021; staff does not believe a replacement is necessary at this time.

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

Attached is a copy of the proposed Resolution. Note that separate resolutions may also be adopted.

Following are the Administrative Code Sections outlining the duties of the Secretary, Treasurer, and Legal Counsel.

§1305 DUTIES OF SECRETARY

The Secretary shall post all notices and agendas required by law, shall keep a record of all proceedings had at meetings of the Board, and shall be custodian of the MWDOC Seal and all documents pertaining to MWDOC affairs. In accordance with California Code of Regulations, Title 2, Section 18227, the Secretary shall serve as filing officer or filing official, responsible for receiving, forwarding or retaining statements of economic interest or campaign statements. The Secretary, in addition to the duties imposed by law, shall perform such duties as may be assigned by the Board. The Board may appoint one or more Deputy Secretaries. Under the direction of the Board and the Secretary, each such Deputy Secretary shall assist the Secretary in performance of the Secretary's duties, and shall perform such other duties as provided by the Board.

§1306 DUTIES OF TREASURER

The Treasurer and/or such other persons as may be authorized by the Board, shall invest and monitor MWDOC funds and draw checks or warrants to pay demands when such demands have been audited and approved in the manner prescribed by the Board. The Board may appoint one or more Deputy Treasurers or Alternate Deputy Treasurers who shall perform the duties of the Treasurer in the absence of the Treasurer.

§1308 DUTIES OF LEGAL COUNSEL

The Legal Counsel shall be the legal adviser of MWDOC and shall perform such duties as may be prescribed by the Board. The Legal Counsel shall serve at the pleasure of the Board, and shall be compensated for services as determined by the Board.

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
APPOINTING DISTRICT SECRETARY, TREASURER,
DEPUTY TREASURERS, ALTERNATE DEPUTY TREASURER,
AND LEGAL COUNSEL**

WHEREAS, pursuant to Administrative Code Section 1301, the Board shall appoint the Secretary, Treasurer, Deputy Treasurer, and Legal Counsel on an annual basis (at the first regular meeting in December); and

NOW, THEREFORE, BE IT RESOLVED as follows:

_____ is hereby appointed as Secretary of the Board of the Municipal Water District of Orange County effective immediately; the term of office to be at the pleasure of the Board;

_____ is hereby appointed as Treasurer of the Municipal Water District of Orange County effective immediately; the term of office to be at the pleasure of the Board;

_____ is hereby appointed as Deputy Treasurer of the Municipal Water District of Orange County effective immediately; the term of office to be at the pleasure of the Board;

_____ is hereby appointed as Alternate Deputy Treasurer of the Municipal Water District of Orange County effective immediately; the term of office to be at the pleasure of the Board;

_____ is hereby appointed as Alternate Deputy Treasurer of the Municipal Water District of Orange County effective immediately; the term of office to be at the pleasure of the Board; and

_____ of _____, is hereby appointed as Legal Counsel of the Municipal Water District of Orange County effective immediately, the term of office to be at the pleasure of the Board.

Said Resolution was adopted, on roll call, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. _____, adopted by the Board of Directors of Municipal Water District of Orange County at its meeting of December 16, 2020.

Secretary
Municipal Water District of Orange County



ACTION ITEM
December 16, 2020

TO: Board of Directors

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

Robert Hunter, General Manager

Staff Contact: Charles Busslinger

**SUBJECT: ALLEN MCCOLLOCH PIPELINE (AMP) CAPACITY FLOW WAIVERS -
DELEGATION OF AUTHORITY TO THE GENERAL MANAGER**

STAFF RECOMMENDATION

Staff recommends the Board of Directors delegate authority to the General Manager to make determinations concerning certain AMP capacity flow exceedance requests ('waivers') which meet conditions specifically indicated in the AMP Proceeds Agreement.

COMMITTEE RECOMMENDATION

The Committee will review this item on December 14, 2020 and make a recommendation to the Board.

SUMMARY

MWD OC 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) is for MWD OC 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, which have been reorganized for agency consolidations that have occurred since that time.

Budgeted (Y/N): N/A	Budgeted amount:	Core ____	Choice ____
Action item amount:		Line item:	
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 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 15 “waivers” for agencies who exceeded their peak AMP capacity or who might exceed their AMP capacity if a situation was known in advance. With the PFAS issue, Public Safety Power Shutoff (PSPS) events, and shutdowns to attend to aging infrastructure, the number of these requests have increased in the past two years. The most recent waiver was provided to the City of San Juan Capistrano at the Board meeting on November 18, 2020 for an increase in flows due to a shutdown of the Joint Transmission Main (JTM) which also affected the Eastern Transmission Main (ETM) resulting in the ETM being out of service from November 8, 2020 to November 20, 2020.

As requests are received and prepared for Board consideration, they are forwarded to all of the AMP Participants to see if any issues arise due to the recommendation of the flow waiver. Due to the nature of some of these requests; by the time the request is before the Board for final consideration, the event may have already ended, leaving the requesting agency little chance to avoid taking the additionally requested water from the AMP in the unlikely (but possible) event the request is denied.

Staff recommends delegating authority to the General Manager to decide shortly after MWDOC is notified if a flow waiver is justified based upon meeting the provisions of the AMP Proceeds Agreement:

- peak flows resulting from emergency situations,
- inadvertent flow changes, or
- operational adjustments required by Metropolitan or other agencies

Requests which the General Manager determines do not meet this criteria will continue to be brought to the Board for consideration, but the agency will be notified that the request requires additional consideration, so the requesting agency can prepare accordingly.

Staff will continue to inform the Board and the AMP Participants through an Informational P&O Committee write-up when requests are made and when waivers are granted.

BOARD OPTIONS

Option #1: Delegate to the General Manager the authority to make routine flow waiver determinations which meet the conditions specified in the AMP Proceeds Agreement

Fiscal Impact: None.

Business Analysis: Provides requesting agencies a faster response to approval of routine flow waiver requests, while also providing notification if a waiver has the possibility of being denied so requesting agencies can prepare accordingly.

Option #2: Do NOT delegate authority to the General Manager to make routine flow waiver determinations

Fiscal Impact: Costs for capacity exceedance in AMP continue to escalate at 4% annually and are in excess of \$500,000+ per CFS of exceedance for some agencies.

Business Analysis: Staff will continue to bring requests to the Board for consideration based upon the Board Committee and Board meeting schedule. Should the Board decide not to grant a flow waiver, then the requesting agency would be notified once the Board makes the determination. In the event they are unable to avoid taking the water from the AMP, the penalty fees will be levied; any funds paid would be distributed among the other AMP Participants, based on which agencies are not using their full capacity in the AMP.

Option #3: Call Special Meetings of the MWDOC Board for every flow waiver request.

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



ACTION ITEM
December 16, 2020

TO: Board of Directors

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

Robert Hunter,
General Manager

Staff Contact: Joe Berg,
Director of Water Use Efficiency
Andrea Antony-Morr, Water Use
Efficiency Analyst II

SUBJECT: **Agreement for MWDOC's Web-Based Rebate Platform Vendor**

STAFF RECOMMENDATION

Staff recommends the Board of Directors authorize the General Manager to enter into a professional services agreement, renewable annually for up to five years, with Droplet Technologies to administer MWDOC's web-based rebate processing platform at a total cost not to exceed \$185,500 across all five-years (\$37,100/year).

COMMITTEE RECOMMENDATION

The Committee will review this item on December 14, 2020 and make a recommendation to the Board.

SUMMARY

MWDOC's Turf Removal Rebate Program (TRRP) and Spray to Drip Rebate Program (S2DP) have been implemented successfully since 2010 and 2014 respectively, resulting in approximately 23 million square feet of turf converted and 1 million square feet of spray irrigation converted to drip irrigation.

In August 2015, after a Request for Proposals (RFP) process to develop a web-based rebate platform, MWDOC entered into an agreement with Droplet Technologies (Droplet). This agreement with Droplet was renewed annually for five years and is set to expire on December 31, 2020. On September 18, 2020, MWDOC released a new RFP, as required by the Administration Code, for ongoing development and administration of the web-based rebate platform.

Budgeted (Y/N): Yes	Budgeted amount: FY 20-21 \$52,572	Core	Choice X
Action item amount: \$185,500		Line item: 62-7040	
Fiscal Impact (explain if unbudgeted): The electronic signature service and annual license fee for year one are \$37,100 and have been included in the FY 20-21 budget. Annual license fees of \$37,100 will be included in future budgets for years 2 through 5.			

This RFP closed on October 9, 2020, and eight responses were submitted: Droplet Technologies; Smart Energy Water; Right There LLC; Aiqueous; Green Media Creations; EGIA; Tier One; and 360S2G. A Proposal Review Committee consisting of MWDOC Staff and MWDOC Retail Agency Staff was formed, and Droplet Technologies was ultimately selected as the vendor most capable of providing the desired services and having the best combination of methodology, experience, references, schedule, and cost.

DETAILED REPORT

The rebate processing platform is a web-based software system and data warehouse of all program participant data. The platform provides for all participant application steps in the current Turf Removal and Spray to Drip Programs, including on-line application submittal, participation in the Landscape Design Assistance Program, letters to proceed, application approval, participation in the Landscape Maintenance Assistance Program, and rebate check-run. The system is entirely online, therefore improving communication between customers, staff, site inspection vendors, and retail agency staff, allowing for a more efficient rebate approval process.

Staff prepared a Request for Proposals (RFP) document that defined the scope of services desired over the next five years. On September 18, 2020, staff released the RFP to six consultants known to have experience in web-based rebate platforms and also posted the RFP to Planet Bids. Proposals were due on October 9, 2020, and a total of eight proposals were received and found to be responsive to the RFP. Consultants who responded were Droplet Technologies; Smart Energy Water; Right There LLC; Aiqueous; Green Media Creations; EGIA; Tier One; and 360S2G.

A Proposal Review Committee was formed consisting of MWDOC Water Use Efficiency staff and staff from Mesa Water District, Santa Margarita Water District, and City of San Clemente. The Review Committee independently evaluated the proposals in the following areas: Consultant Project Management; Platform Development; Quality Control Measures; Platform Expansion; Schedule; Budget Narrative; and Budget. Each panel member scored each criteria from 0 to 10, which were then averaged and weighted. Scores from each panel member were then tallied into a final composite score for each proposal.

The Committee narrowed down the respondents to three, Droplet Technologies, Right There LLC, and Smart Energy Water. MWDOC staff then contacted the professional references for each of the three consultants. Thereafter, demonstrations were scheduled with all three vendors, and each platform was presented to the Review Committee via Zoom between October 28 and 29, 2020.

After a final discussion of each Consultant's scores, professional references, and live demonstration, it was determined that Droplet Technologies was the Consultant with the best combination of methodology, experience, references, schedule, and cost. For these reasons, the Committee recommends Droplet Technologies.

Droplet Technologies rebate processing platform is a hosted, license-fee-based platform that includes on-going technical support and upgrades as they become available. Annual license fees includes fees for the web-based hosting, platform development, training, and maintenance. Droplet also implements policies and procedures to protect client information,

including encrypting data, only collecting relevant data, and not sharing information with any third-party unless there has been a notice of disclosure. Additionally, all servers are based in US centers, and Droplet does regular application and system monitoring.

As shown in Table 1, there is no startup cost as this will be an updated version of MWDOC's current web based rebate platform system. The total Year 1 cost is \$37,100, (\$2,100 for the electronic signature feature and \$35,000 for the annual license fee) and is budgeted in our Fiscal Year 2020-2021 budget. Staff will budget for Years 2-5 costs in future budget cycles. Staff is requesting Board Authorization to utilize Droplet Technologies for the next five years, renewed annually upon mutual agreement of the parties.

Table 1 Droplet Technologies Budget				
	Electronic Signature Feature (1)	Annual License Fee	Annual Pre-Paid Discount (2)	Total
Year 1	\$2,100	\$35,000	15%	\$37,100
Year 2	\$2,100	\$35,000	15%	\$37,100
Year 3	\$2,100	\$35,000	15%	\$37,100
Year 4	\$2,100	\$35,000	15%	\$37,100
Year 5	\$2,100	\$35,000	15%	\$37,100
Total	\$10,500	\$175,000		\$185,500

(1) Estimate based on 1,000 signatures per year, at \$2.10 per signature

(2) The annual license fee of \$50,000 is reduced by 15% for each year as a multi-year discount

The costs incurred by MWDOC for this technology will be funded by the participating agencies in the Choice Water Use Efficiency Program. There may be an opportunity to pull in funding from other grant sources; however, this cannot be confirmed at this time. Continuing with an online rebate processing platform should result in staff time savings at both MWDOC and at our member agencies and should provide enhanced customer satisfaction. Additionally, Droplet Version 2.0 is designed to improve upon the previous version, providing an enhanced customer and staff experience. It is estimated that with Board approval in December 2020, the updated platform can be up and running by March 2021.

BOARD OPTIONS

Option #1:

Staff recommends the Board of Directors authorize the General Manager to enter into a professional services agreement, renewable annually for up to five years, with Droplet Technologies to administer MWDOC's web-based rebate processing platform at a total cost not to exceed \$185,500 across all five-years (\$37,100/year).

Fiscal Impact: \$185,500 over five years, with \$37,100 budgeted in our Fiscal Year 2020-2021 budget. Staff will budget for Years 2 through 5 costs in future budget cycles. MWDOC will save money in staff time, as Droplet Version 2.0 will allow for smoother processing of TRRP and S2DP applications.

Business Analysis: The TRRP and S2DP are two of the most popular rebate programs in the MWDOC Water Use Efficiency department, and account for 16,549 AF of water savings since the program started. Entering into a five-year agreement renewable annually with Droplet Technologies to host Droplet Version 2.0 will allow for continued high participation in these programs. Droplet Version 2.0 is designed specifically for rebate programs, and also was built based on their experience working with MWDOC over the last five years. Droplet will allow for faster processing times, and potentially increased enrollment in TRRP, S2DP, or the subprograms, Landscape Design Assistance and Landscape Maintenance Assistance. This will be especially important if and when there are drought restrictions in the coming years, as drought drives up enrollment in water saving programs.

Option #2: The Board of Directors does not authorize the General Manager to enter into annual contracts with Droplet Technologies to host MWDOC's web-based platform, and MWDOC staff reopen the RFP process.

Fiscal Impact: Staff time to reopen the RFP process; review proposals, score proposals, interview respondents, check references, and make a decision.

Business Analysis: While staff received eight good proposals in response to the web-based rebate platform, Droplet Technologies made the most sense to ensure a smooth transition between the current contract ending, and providing the most efficient service for customers, staff, vendors, and retail agencies. While other respondents have experience in rebate programs, or have different pricing structures, they would need more time to transition all existing applications and are not as familiar with MWDOC's TRRP and S2DP. Additionally, many of the features in the other responses are more appropriate for retail agencies, as they are dependent on billing information. Finally, many of the other respondents would need to build a new platform to meet MWDOC's unique needs for TRRP and S2DP, which will take longer than adapting to the existing platform that Droplet is proposing.

Option #3: No action.

Fiscal Impact: Staff time to return to processing applications without a web-based rebate platform.

Business Analysis: Current agreement with Droplet Technologies expires December 31, 2020 and staff will go back to a system of a combination of paper applications and Microsoft Access. This will significantly slow down processing time, and negatively impact customers, vendors, and retail agencies.

STAFF RECOMMENDATION

Option # 1



ACTION ITEM
December 16, 2020

TO: Board of Directors

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

Robert Hunter,
General Manager

Staff Contact: Joe Berg,
Director of Water Use Efficiency

SUBJECT: Continuation of MWDOC's Water Loss Control Technical Assistance Program

STAFF RECOMMENDATION

Staff recommends the Board of Directors authorize the General Manager to:

1. Enter into a professional services contract, to be renewed annually for up to five years, with Water Systems Optimization, Inc. (WSO) to:
 - a. As a MWDOC Core Program, continue providing support for the Orange County Water Loss Control Work Group and MWDOC Technical Support at an annual cost not to exceed \$55,000.
 - b. As a MWDOC Choice Program election, provide technical assistance to member agencies for a variety of water loss control activities. Depending upon the number of agencies that participate, this contract amount could reach \$1.3 million based upon participation in the last five years of program implementation, and
2. Authorize the General Manager to enter into Choice-based cost-sharing agreements with agencies wishing to access water loss technical assistance from WSO.

COMMITTEE RECOMMENDATION

Committee will review this item on December 14, 2020 and make a recommendation to the Board.

Budgeted (Y/N): Yes	Budgeted amount: \$55,000	Core X	Choice X
Action item amount: \$55,000 (core) and a maximum of \$1.3 million (choice)	Line item: 35-7040		
Fiscal Impact (explain if unbudgeted): The Water Loss Control Component 1 is proposed to be funded by MWDOC as a Core activity at an annual cost of \$55,000. Water Loss Control Component 2 activities are proposed to be funded as a Choice activity by participating member agencies.			

SUMMARY

In October 2015, the MWDOC Board of Directors authorized staff to begin implementing a Water Loss Control Technical Assistance Program to support member agency compliance with Senate Bills 1420 and 555. This program included the establishment of the Core-funded Orange County Water Loss Control Work Group accessible to all member agencies, and the Choice funded one-on-one technical assistance provided to retail agencies by Water Systems Optimization, Inc. (WSO), a consultant specializing in water loss control. Over the past five years, all retail agencies in Orange County have participated in MWDOC's Water Loss Control Work Group, and 22 agencies have accessed one-on-one technical assistance from WSO over the past five years. This effort has evolved with the addition of the Leak Detection Equipment Lending Library in 2018 and the Water Loss Control Shared Services Program in 2019.

MWDOC's Water Loss Control Program has a very positive impact on building knowledge of water loss recovery strategies and implementation of those strategies by retail water agencies. To date, MWDOC has hosted 30 Water Loss Control Work Group Meetings with approximately 35 agency representatives attending each meeting. A total of 137 Annual Water Balances have been compiled and validated over the last five years, vastly improving water agency understanding of volumes of real and apparent losses, strategies to recover losses, and the value of losses. More than 780 miles of distribution system leak detection have been completed, resulting in the discovery of 373 hidden leaks that have been repaired or are in the process of being repaired. These leak repairs will recover more than 84.5 million gallons of water valued at more than \$300,000 per year. A total of 1,439 water meter accuracy tests have been completed by six agencies, improving agency knowledge of meter performance and accuracy of water balance results. Thirty-two distribution system pressure surveys have been completed for three agencies to calculate average system pressure, calibrate hydraulic models, and investigate pressure anomalies. Lastly, 12 miles of distribution system mains have been flushed, resulting in improved water quality for consumers and recovery of 176,200 gallons of water that was filtered and returned to the distribution system for beneficial use.

There is a strong desire by the member agencies to continue the Water Loss Control Work Group and one-on-one Technical Assistance. To do so, the MWDOC Administrative Code requires staff to re-bid the professional services components of this program since it will have been in place for five years at the close of December 2020. Staff proposes to continue offering the Water Loss Control Work Group and one-on-one Technical Assistance as detailed below.

DETAILED REPORT

On October 5, 2020, Staff composed and distributed a Request for Proposals (RFP) document that defined the scope of water loss technical assistance services desired over the next five years. These services were broken into Core and Choice components: Core services funded by MWDOC provide regional benefit to all agencies; and Choice services funded by individual agencies. These components are summarized below and provided in detail in Attachment A.

Component 1: Technical Assistance to the Municipal Water District of Orange County

The following Tasks will be performed by the consultant for MWDOC on behalf of the Orange County Water Loss Control Program. Due to their regional benefits, Component 1 services will be billed to and paid for by MWDOC. Staff is proposing an annual budget of \$55,000 for Tasks 1 and 2. Funding for Tasks 3 and 4 will be budgeted separately on an as needed basis.

Task 1: MWDOC Water Loss Control Work Group Support

Task 2: Water Loss Policy Review

Task 3: Water Balance Validations

Task 4: Shared Services Technical Support

Component 2: One-on-One Technical Assistance to Retail Water Agencies

Component 2 includes services that will be performed for individual retail water agencies on a one-on-one basis. Component 2 will be billed to MWDOC, but paid for by individual agencies accessing these services. MWDOC will facilitate the selection of Technical Assistance elections annually by each retail water agency. MWDOC will collect funding from agencies to pay the consultant. The consultant will be notified of each retail water agency's elections and will be authorized to initiate that work once annual election forms are signed by MWDOC and the agency. Each task is a standalone task including completion of all aspects of the task, as well as reporting and recommendations. Component 2 Tasks include the following:

Task 1: Technical Assistance Administration

Task 2: Technical Assistance to Compile a Distribution System Water Audit

Task 3 – Source or Production Meter Volumetric Accuracy Testing:

Task 4– Billing Data Chain Assessment

Task 5 - Component Analysis: Volume and Value of Real and Apparent Losses

Task 5a: Gap Analysis

Task 5b: Real Loss Component Analysis

Task 5c: Apparent Loss Component Analysis

Task 6 – SWRCB Info. Order Response, Variance, or Off-Ramp Assistance

The RFP was released to 12 consultants with known expertise in distribution system water loss control. As described above, the RFP contained four Core Tasks for MWDOC and six Choice Tasks for retail water agencies. The RFP provided for up to five years of technical assistance, to be renewed annually. Proposals were due on October 23, 2020. Three proposals were received and found to be responsive to the RFP. One proposal included a partnership of three consultants and two proposals were individual companies submitting on their own.

A Proposal Evaluation Committee (Committee) comprising two MWDOC staff members and retail agency staff members from Golden State Water Company, City of San Clemente, South Coast WD, and Trabuco Canyon WD was formed to review the proposals. The Committee considered five selection criteria and assigned weighting factors, as listed in Table I, based upon the relative importance of each criterion. Each Committee member then assigned a score from 0 to 10 for each criterion. These scores were then multiplied by the weighting factor to derive each Committee member's score. The highest possible score is 1,000. Committee members' scores were then averaged for each proposal to calculate the Committee's composite score for each proposal.

Table I	
Consultant Selection Criteria and Criteria Weighting	
Selection Criteria	Criteria Weighting Factor
1. Scope of Work and Methodology	25
2. Team Experience and Capabilities	20
3. References and Record of Performance	20
4. Schedule	15
5. Proposed Budget	20

The Committee concluded unanimously that Water Systems Optimization, Inc. (WSO) meets the selection criteria most comprehensively. WSO has the most relevant experience, a very capable consultant team, competitive pricing, and was the only consultant to propose value-added tasks beyond those defined in the RFP. The composite scores for all three proposals are provided in Table II. For these reasons, the Committee recommends WSO provide the Water Loss Control technical assistance for the next five years.

Table II	
Proposal Evaluation Results	
Consultant	Average Committee Member Score
MC Engineering, Inc.	645
M.E. Simpson Co, Inc.	703
Water Systems Optimization, Inc.	877

The RFP asked consultants to provide low and high cost estimates for each task to account for the varying levels of technical assistance they thought agencies needed. For example, the low cost estimate would be for an agency that is already familiar with the methodology and has a comprehensive data set, and the high cost estimate would be for an agency that is not familiar with the methodology and lacks a comprehensive data set. The task-by-task cost ranges provided by WSO are detailed in Table III. Agencies will be able to pick and

choose the tasks that meet their needs and will also be able to choose a low or high level of technical assistance within each task. This approach allows for maximum flexibility for agencies to customize the level of technical assistance they need. It is anticipated, based on the first five years of program implementation, that the total five-year cost for Component 2 Technical Assistance will be \$1.2 to \$1.3 million.

Table III		
Rates by Task: Water Systems Optimization, Inc.		
<u>Component 1 - MWDOC</u>	Low	High
Task1: Water Loss Control Work Group	Time & Materials	
Task 2: Water Loss Policy Review	Time & Materials	
Task 3: Water Balance Validation	\$	2,000.00
Task 4: Shared Services Technical Support	Time & Materials	
<u>Component 2 - Retail Agencies</u>		
Task 1: Technical Assistance Administration	\$ 1,700.00	\$ 1,700.00
Task 2 Technical Assistance to Compile a Water Audit	\$ 8,420.00	\$12,240.00
Task 3: Source or Production Meter Volumetric Accuracy Testing	\$ 7,060.00	\$11,520.00
Task 4: Billing Data Chain Assessment	\$12,240.00	\$22,040.00
Task 5: Component Analysis		
A. Gap Analysis	\$ 4,140.00	\$ 5,200.00
B. Real Loss	\$12,120.00	\$22,310.00
C. Apparent Loss	\$10,440.00	\$18,950.00

It is anticipated that the Technical Assistance Program will continue to evolve over the next five years as agencies continue to advance water loss control activities. As such, Component 2 Tasks described herein represent the initial tasks for the next five years, and new tasks will be added as the need arises.

BOARD OPTIONS

Option #1: Staff recommends the Board of Directors authorize the General Manager to:

1. Enter into a professional services contract, to be renewed annually for up to five years, with Water Systems Optimization, Inc. (WSO) to:
 - a. As a MWDOC Core Program, continue providing support for the Orange County Water Loss Control Work Group and MWDOC Technical Support at an annual cost not to exceed \$55,000.
 - b. As a MWDOC Choice Program, provide technical assistance to member agencies for a variety of water loss control activities. Depending upon the number of agencies that participate, this contract amount could reach \$1.3 million based upon participation in the last five years of program implementation, and

2. Authorize the General Manager to enter into Choice-based cost-sharing agreements with agencies wishing to access water loss technical assistance from WSO.

Fiscal Impact: The fiscal impact is limited to MWDOC's annual contribution of \$55,000 per year. All other costs are funded by participating retail agencies.

Business Analysis: MWDOC's Water Loss Control Technical Assistance Program provides specialized technical assistance to all its member agencies that is designed to assist in compliance with mandated water loss regulations.

Option #2: Do not authorize staff to implement a water loss technical assistance program on behalf of member agencies.

Fiscal Impact: None

Business Analysis: MWDOC member agencies would have to access water loss technical assistance on their own.

STAFF RECOMMENDATION

Option # 1

Attachment A Request for Proposals

I. Scope of Services

MWDOC proposes to hire a TAP Provider that will provide technical assistance to MWDOC and up to 28 Retail Water Agencies (RWAs) in Orange County, California. Since 2015, RWAs throughout Orange County have already begun familiarizing themselves with the AWWA/IWA water audit methodology by participating in AWWA, California Urban Water Conservation Council (CUWCC) and other workshops designed to introduce the topic. Because of these efforts, today, RWAs in Orange County are more knowledgeable about water loss than many other agencies in the state.

Through this effort, it is our intent to build RWA capability to perform the system audits and water balance on their own, while achieving results that are within industry standards. As such, the technical assistance will be in the form of “coaching” and “assisting” RWAs through the process of data collection and use of the water balance software. It is not our intent for the TAP Provider to collect data and populate the water balance software themselves.

Due to the range of agency familiarity with the Water System Audit methodology, water loss control opportunities, and availability of staff resources, MWDOC anticipates the need to customize technical assistance for each agency.

Description of Work

Component 1: Technical Assistance to the Municipal Water District of Orange County

The following Tasks will be performed by the TAP Provider for MWDOC on behalf of the Orange County Water Loss Control Program. Due to their regional benefits, Component 1 services will be billed to and paid for by MWDOC.

Task 1: MWDOC Water Loss Control Work Group Support

MWDOC hosts a Water Loss Control WorkSupport will include a combination of in-person and Zoom-based meetings. The Work Group is accessible to all retail water agencies in the county. Approximately 30 to 40 staff members attend each Work Group meeting, including members from engineering, operations, conservation, and customer service departments. Meetings include a combination of business updates, water loss policy updates, guest speakers, panel presentations, and one to two featured technical topics to building distribution system water loss knowledge. The Work Group meetings also serve as a forum to gather water loss related policy input from retail agencies that is shared with a variety of water agency associations and agencies including ACWA, CMUA, AWWA, California Department of Water Resources (DWR), and State Water Resources Control Board (Water Board).

Deliverables for Task 1:

- Collaboration to develop Work Group meeting agendas (assume six per year)

- Technical presentations on a broad variety of water loss related topics at Work Group Meetings
- Coordination of guest speakers and panel presentations
- Monthly progress reports (assume twelve per year)

Task 2: Water Loss Policy Review

The State Water Resources Control Board is the process of adopting water loss regulations contained in Senate Bill 555 requiring all urban retail water suppliers to reduce distribution system water loss and submit annual reporting in the form of Validated Water Balances and narrative descriptions of actions taken to reduce water loss. At the time this RFP was written, the final regulations have not been published.

TAP Provider will provide MWDOC with a technical review of proposed water loss policies, the impacts of proposed policies on retail water suppliers in OC, and suggestions for modifications to proposed policy, including supporting analysis.

Deliverables for Task 2:

- Water Board water loss policy review, guidance, and response preparation for MWDOC

Task 3: Water Balance Validations

As planned for in the MWDOC Water Loss Control Shared Services Business Plan, MWDOC staff will have the primary responsibility of performing annual water balance validations for the 28 urban RWAs in Orange County. However, there may be times when MWDOC may need additional validation resources in order to complete validations in a timely manner. As a result, MWDOC is including Water Balance Validations as a task in this RFP process. To qualify for this task, the TAP Provider must have a sufficient number of staff to assist RWAs in compiling their annual water balances and independently validate the water balances per the requirements of SB 555 and the Cal-Nev AWWA Water Audit Certification criteria.

Task 4: Shared Services Technical Support

In 2019, the MWDOC Board authorized implementation of a Water Loss Control Shared Services Business Plan (Business Plan). This Business Plan included hiring specialized MWDOC staff to provide services directly to RWAs in Orange County. These services include Water Balance Validation, Distribution System Leak Detection, Customer Meter Accuracy Testing, Distribution System Pressure Surveys, and Distribution System Flushing. These shared services are currently in their second year. It is anticipated that MWDOC will periodically need assistance from the TAP Provider to further develop and refine or expand our shared services offerings to our agencies. Examples of assistance may include the development of automated reporting templates for services provided to agencies, feasibility analysis of new or modified shared services, or standard operating procedures to deliver shared services.

Component 2: One-on-One Technical Assistance to RWAs

Component 2 includes services that will be performed for individual RWAs on a one-on-one basis. Component 2 will be billed to MWDOC but paid for by individual agencies accessing these services. MWDOC will facilitate the selection of Technical Assistance elections annually by each RWA. MWDOC will collect funding from agencies to pay TAP Provider. TAP Provider will be notified of each RWA's elections and will be authorized to initiate that work once annual election forms are signed by MWDOC and the agency. Each task is a standalone task including completion of all aspects of the task including reporting and recommendations. Component 2 Tasks includes the following:

Task 1: Technical Assistance Administration

Consultant will provide administrative services to oversee the day to day implementation of the Orange County Water Loss Control Program. This will include scheduling and tracking technical assistance appointments for participating RWAs and providing monthly progress reporting by task to support monthly invoicing for work completed.

The Technical Assistance Administrative task will be required each year for RWAs electing any of the Component 2, tasks 2 through 6. This task is designed to cover costs of day to day communications, systems of data collection and management, travel expenses associated with providing assistance for individual agencies and invoicing for services provided.

Task 2: Technical Assistance to Compile a Distribution System Water Audit

With the 2020 Water Audit submittals to the Department of Water Resources, most urban water suppliers in Orange County have completed five (5) consecutive Distribution System Water Audits using the AWWA Water Audit Methodology contained in the M 36 Manual. All these audits have undergone level 1 validations. Staff turn-over and staff still learning about the water audit methodology makes it beneficial to have a consultant available to assist in compiling a water audit.

The TAP Provider shall provide information and coaching during the process of an RWA compiling a water balance. The TAP Provider should not compile the water balance for the agency, but provide coaching to ensure the correct information is being compiled and used in the water balance spreadsheet. It is anticipated that this effort will result in the discovery of data issues that will need to be corrected for future water balances. Direction and advice shall be provided to each participating RWA regarding how best to improve their data process to position them for improving audits in subsequent years.

Task 3 – Source or Production Meter Volumetric Accuracy Testing:

It is anticipated that RWAs throughout Orange County have a variety of types and sizes of source/production meters measuring water entering their distribution systems. These meters measure large volumes of water, and the accuracy of the meter can have a significant impact on the accuracy of water balance results. This task requires the TAP Provider to design appropriate testing methodologies consistent with the AWWA M6 Manual for any given meter selected for accuracy testing. Once the methodology is completed the TAP Provider will conduct a volumetric source meter accuracy test and document the results in a report to the contracting RWA.

Deliverables for Task 3:

- Production Meter Testing Methodology
- Production Meter Testing Report

Task 4– Billing Data Chain Assessment

Billing data compiled and incorporated into the water balance can be a source of error impacting the accuracy of water balance results. As a result, a billing data chain assessment can be used to evaluate and correct billing data errors. This will include, but not be limited to, mapping of meter read collection and billing processes, comparison of raw data across billing data management platforms, and identification of data transmission errors including misreads, zero reads, dropped reads, duplicate reads, etc.

Deliverables for Task 4:

- Mapping of meter read collection and billing processes
- Findings of data comparison across billing data management platforms and data transmission between platforms

Task 5 - Component Analysis: Volume and Value of Real and Apparent Losses

It is anticipated that three levels of Technical Assistance focusing on Component Analysis will be needed by RWAs in Orange County depending on their current level of investigation into Real and Apparent losses. The TAP Provider should follow the AWWA M36 Manual and Water Research Foundation Report No. 4372a Real Loss Component Analysis: What's your Leakage Profile. The progressive levels of Technical Assistance include:

Task 5a: Gap Analysis

We have found that the data necessary to conduct component analysis is not always available when an agency wants to embark on a component analysis. As a result, a Component Analysis Gap Analysis is necessary to inventory what data is available and what data is missing. The Gap Analysis should also include procedures to warehouse data and mechanisms to collect missing data so that after a data collection period has been completed, a component analysis can be completed.

Task 5b: Real Loss Component Analysis

This assistance will focus on establishing methods and data requirements to quantify background leakage, unreported leakage, and reported leakage. This task will allow an agency to better understand these components. Real losses include water that has been extracted from a water resource source, treated, energized, and transported a distance before being lost. Thus, the valuation of these losses is typically the sum of these components, or it can include the cost of the next higher source of water that might not have been needed except for the volume of loss. The analysis will allow an agency to better understand the components and costs for completing such an evaluation down the road.

Task 5c: Apparent Loss Component Analysis

This assistance will focus on establishing methods and data requirements to quantify customer metering inaccuracies, systematic data handling errors, and unauthorized consumption. This task will allow an agency to better understand these components and the value of the water lost compared to the cost of developing an Apparent Loss Control Strategy. Apparent losses represent water supplies that are not paid for or non-revenue water. These losses are typically valued at the prevailing retail rate. This task will not go completely through development of a Real Loss Control Strategy, but will allow an agency to better understand the components of its real loss volume and will provide a preliminary economic evaluation of real loss intervention strategies and their priority ranking. This process is intended to identify the nature, quantity, and estimated cost impacts of the three apparent loss components.

Deliverables for Task 5:

- A – A report documenting missing data needed to perform Real and Apparent Component Analysis, including recommendations to gather and warehouse data for use in the future.
- B – A Real Loss Component Analysis providing a reliable understanding of the scale of the loss volumes and values of the various types of Real Loss leakage in a RWA system. Provide a preliminary economic analysis of real losses, and prioritization of loss intervention strategies. Provide input to participating RWAs on improved data requirements to identify and control real losses. This information provides the basis for developing intervention strategies in the future.
- C – An Apparent Loss Component Analysis providing a reliable understand of the scale of the loss volumes and values of the various types of apparent losses in an agency's system. Provide a preliminary economic analysis of apparent losses, and prioritization of loss intervention strategies. Provide input to participating RWAs on improved data requirements to identify and control apparent losses. This information provides the basis for developing intervention strategies in the future.

Task 6 – SWRCB Information Order Response, Variance, or Off-ramp Assistance

While California's rule making process to adopt water loss standards required by Senate Bill 555 has not yet started, previous draft iterations of the Water Board standard setting framework indicate that agencies will likely be required to respond to Information Orders, and may have opportunities to submit requests for a Variance to the standard or an Off-Ramp for maintaining low levels of water loss. The purpose of this task is to provide RWAs with access to the TAP Provider for assistance with preparing responses to information orders or request for variances or off-ramps. This will include data compilation and analysis customized to each agency's needs and preparation of documentation to be submitted to the state for consideration. Since the documentation to respond to these requirements is still unknown, we ask the TAP Provider to provide both an hourly rate and three levels of effort in the form of the number of work hours estimated to respond to a low, medium, and high level of effort necessary to complete this task.

Deliverables for Task 6:

- Analysis and documentation supporting information orders and justifications for variance and off-ramp requests.



ACTION ITEM
December 16, 2020

TO: Board of Directors

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

Robert Hunter
General Manager

Staff Contact: Heather Baez

SUBJECT: EXTENSION OF LOCAL ADVOCACY CONTRACT WITH LEWIS CONSULTING GROUP

STAFF RECOMMENDATION

Staff recommends the Board of Directors extend the local advocacy contract Lewis and Associates for 2021.

COMMITTEE RECOMMENDATION

The Committee will review this item on December 14, 2020 and make a recommendation to the Board.

REPORT

Lewis Consulting Group has provided local advocacy services to the Municipal Water District of Orange County since 2003. This contract was sent out for competitive bid in 2016 for a one-year contract beginning in 2017, with the option to renew annually for four additional years. This is final year of the new contract and will go out for bid again in fall of 2021. A brief recap of 2020 and 2021 outlook, provided by Mr. Lewis, is included for your review, input and approval.

Please note, Legislative Advocacy contracts are on a calendar year basis, not fiscal year, so as not to interrupt services during a legislative session.

Budgeted (Y/N): Y	Budgeted amount: 42,000 Calendar year expenditure, time and materials.	Core X	Choice ____
Action item amount: \$42,000. Hourly fee billed at \$250/hour with an annual cap not to exceed \$42,000. \$21,000 for FY 2019/2020 and \$21,000 for FY 2020/2021.		Line item: 31-7040	
Fiscal Impact (explain if unbudgeted):			

2021 OUTLOOK

The following has been provided by Mr. Lewis:

- To say that 2020 was a year of challenges might be one of the great understatements of all time. Hopefully, 2021 will most certainly be better with normalcy getting ever closer.
- For most of this year, LAFCO meetings were held remotely and audiences were prohibited at the Board of Supervisor meetings. I miss my personal interactions with both Board members and staff, and look forward to being able to resume business as usual as soon as possible. In recognition that listening remotely is not as valuable as attending in person, I voluntarily charged half my hourly rate for my Board of Supervisor hours.
- There was good news from this year, MWDOC received a clean bill of health from LAFCO in the MSR process. Just days before the vote, some opposition was beginning to gel. I am happy to say that I was successful in quelling the turmoil. General Manager Rob Hunter's testimony was huge to the effort as well and we received a unanimous vote.
- The production of my monthly PAL report continues to be a labor of love. I hope that 2021 will allow us to reconnect MWDOC Board members and staff with outreach meetings.
- I continue to be grateful and honored to be part of the MWDOC team and look forward to continuing this relationship in 2021.

BOARD OPTIONS

Option #1

- Renew Lewis Consulting Group's contract for one additional year.

Fiscal Impact: \$42,000

Business Analysis: Lewis Consulting Group provides local advocacy services for MWDOC throughout the county and at OC LAFCO. They maintain relationships on our behalf with the Board of Supervisors, OC LAFCO Commissioners and key staff. They also ensure that we are kept up-to-date and informed on countywide issues of importance to MWDOC and our member agencies.

Option #2

- Do not renew the contract with Lewis Consulting Group

Fiscal Impact: \$42,000 would be added to the general fund

Business Analysis: MWDOC would not have local representation to advocate on issues of importance to MWDOC and its member agencies.

STAFF RECOMMENDATION

Option #1



ACTION ITEM
December 16, 2020

TO: Board of Directors

FROM: Sat Tamaribuchi, President

SUBJECT: AMENDMENTS TO ADMINISTRATIVE CODE REGARDING STANDING COMMITTEES

STAFF RECOMMENDATION

Staff recommends the Board of Directors: Discuss the proposed amendment to the Administrative Code and take appropriate action.

COMMITTEE RECOMMENDATION

This item was not reviewed by a Committee.

SUMMARY

The proposed action is to eliminate the Public Affairs and Legislation Committee and reassign those committee responsibilities to the Planning & Operations Committee and the Board Workshop/MET Directors Meeting. The result will be the reduction in one committee meeting per month.

DETAILED REPORT

A concept has been advanced to eliminate a Standing Committee (Public Affairs and Legislation – PAL), redistribute the functions of PAL to other committees or meetings and thereby reduce costs and the number of monthly meetings. Proposed Administrative Code language amendments are attached.

The state and federal legislative functions and reports are proposed to be moved to the Board Workshop/MET Directors Meeting which typically has high Member Agency attendance and participation. The Public Affairs component and the remaining legislative aspects from PAL would be moved to the Planning & Operations Committee (P&O).

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

There is a general understanding that this will not reduce the number of topics or items the MWDOC Board of Directors considers in a given month but it will reduce the number of monthly meetings by one. The committees and meetings with expanded subject matter are likely to increase in length.

This item has not gone through the normal committee process but has been placed directly on the Board agenda. Since the committee assignments are made at the January Board Meeting, it was felt that the question of committee number and structure should be resolved at the December Board Meeting.

BOARD OPTIONS

Option #1

- Approve the Administrative Code amendment as proposed

Fiscal Impact: Elimination of the cost of conducting one committee meeting per month but not the costs associated of preparing the items for Board consideration.

Business Analysis: The amendment will free-up Director and Staff time associated with one meeting per month. However, it will not reduce the number of items to be considered by the Board. Other meetings will likely become longer in order to consider the reassigned items.

Option #2

- Modify the proposed amendment to the Administrative Code; most likely a revision to the redistribution of PAL Committee topics.

Fiscal Impact: Same as Option #1

Business Analysis: Same as Option #1

Option #3

- Do not approve an amendment to the Administrative Code and maintain the current committee and meeting structure

Fiscal Impact: None

Business Analysis: This option would not reduce the existing number of monthly meetings for Directors or Staff

STAFF RECOMMENDATION

Option #1

PROPOSED REVISIONS

***MUNICIPAL WATER DISTRICT
OF
ORANGE COUNTY***

***AMENDED AND RESTATED
ADMINISTRATIVE CODE***

Adopted
June 17, 2015

Updated: 9/16/20

COMMITTEES

- 1200 Establishment of Committees
- 1201 Standing Committees
- 1202 Appointments
- 1203 Committee Minutes
- 1204 Alternate Committee Members
- 1205 Special Meetings
- 1206 Executive Committee
- 1207 Administration & Finance Committee
- 1208 Planning & Operations Committee
- 1209 Public Affairs & Legislation Committee
- 1210 MWD/OCWD Joint Planning Committee
- 1211 Special Committees

BOARD

- 1000 Board Mission
- 1001 The Role of the Board of Directors
- 1002 Fiduciary Duties of Individual Board Members
- 1100 Regular Meetings
- 1101 Special Meetings
- 1102 Workshop Meetings
- 1103 Emergency Meetings
- 1104 Notices of Meetings
- 1105 Meetings Open to Public
- 1106 Place of Meetings
- 1107 Closed Meetings
- 1108 Adjourned Meetings
- 1109 Minutes of Meetings
- 1110 Agenda of Board and Standing Committee Meetings
- 1111 Meeting Consent Calendar
- 1112 Availability of Agenda and Other Writings Distributed at Public Meetings
- 1113 Legal Representation at Meetings
- 1114 Quorum of Board
- 1115 Actions of Board
- 1116 Publication/Posting of Ordinances
- 1117 Posting of Water Rates Ordinance and Resolution

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

COMMITTEES	§1200-§1211
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§1200 ESTABLISHMENT OF COMMITTEES

The Board, at its discretion, may create Standing and Special (Ad hoc) Committees for the purpose of studying, reviewing and making recommendations concerning certain operations or subjects of interest to the Board and meeting with other persons or entities on the Board's behalf. Except for ad hoc advisory committees composed solely of less than a quorum of the Board, and which do not have continuing subject matter jurisdiction or meetings scheduled by the Board, the meetings of all committees created by formal action of the Board shall be open and public and shall comply with the requirements of the Brown Act. The general function and areas of concern for each Committee shall be defined. Committees will meet on a monthly basis or as needed basis.

Standing and Special Committees are responsible for reporting their findings and making recommendations to the Board of Directors. Committees are not empowered to act for the Board, however meetings of MWDOC's Standing Committees are noticed and held as committees of the whole, where all members of the Board of Directors may attend and participate in the discussion. On certain occasions, a Committee meeting may be adjourned and held as a full Board meeting to take action, with the appropriate noticing requirements met.

M-6/17/15

§1201 STANDING COMMITTEES

Standing Committees shall be formed for the purpose of considering, studying, reviewing and making recommendations to the Board on matters and subjects within the Committee's area of concern and shall be composed of any three members of the Board, with the exception of the Executive Committee which shall be composed of the President, Vice President, and the immediate past President; ~~or if not available the most immediate past President of Vice President able to serve~~. The President of the Board shall act as non- voting ex officio member of each Standing Committee. If the Committee Chair requests that the President serve as an alternate Committee member for a member of the Standing Committee who is absent (pursuant to Section 1204), the President may vote in the capacity of the alternate Committee member. The President of the Board may also participate as a voting member of a Standing Committee to give the casting vote in the case of a tie.

The Standing Committee of the Board of Directors are:

Executive Committee

Administration & Finance Committee

Planning & Operations Committee

~~Public Affairs & Legislation Committee~~

Rev. by Resolution No. 1707 - 1/15/03; Motion – 1/21/04; Motion – 02/15/06; M-04/19/06; M-02/15/12; M-6/17/15

§1202 APPOINTMENTS

The Board President, by the end of January of each year, shall recommend to the Board, the appointment of members of its Standing Committees (Executive, Administration & Finance, ~~and Planning Operations; Public Affairs & Legislation,~~ and MWDOC/OCWD Joint Planning Committee) as well as establish the dates and times of the Committee meetings. The Board shall also review and establish Special Committees as appropriate and consider the appointment of members thereto. Members, including the Committee Chairs, shall be appointed to the Standing and Special Committees by the President and ratified by Board action. The President of the Board shall act as a non-voting member of each Standing Committee. In the event, during the Committee term, a vacancy occurs on any Committee, or the restructuring of a Committee is necessary, the President shall appoint a replacement(s) to that Committee and such replacement(s) appointment(s) shall be ratified by the Board.

Upon approval of these appointments, the District Secretary shall prepare and post on the District's website, Fair Political Practices Commission (FPPC) Form 806 outlining all Director appointments. This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member. This form is required pursuant to FPPC Regulation 18705.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Motion - 5/15/85; Rev. 2/4/87; Motion - 4/20/94; Motion 2/19/97; RES. No. 1707 1/15/03; Motion – 02/15/06; M-04/19/06; M-6/17/15; M-2/15/17

§1203 COMMITTEE MINUTES

The minutes of Standing Committee meetings shall be in writing and presented to the Board at its regular monthly meeting.

Motion - 4/21/93; Motion - 4/20/94;

§1204 ALTERNATE COMMITTEE MEMBERS

Whenever any member of a Committee is absent from a Committee assignment, any member of the Board may be requested to serve as alternate Committee members and shall be entitled to vote as a regular Committee member. The Committee Chair shall determine who the alternate Committee members shall be.

M-4/21/93; M-1/21/04; M-6/17/15

§1205 SPECIAL MEETINGS

Special meetings of any Committee shall be called upon order of its Chairman and duly noticed as required by Government Code section 54950 et seq.

Motion - 4/21/93; Motion - 4/20/94;

§1206 EXECUTIVE COMMITTEE

PURPOSE: The Executive Committee shall study, advise, and make recommendations with regard to policies and procedures to be considered by the Board; questions raised by members of the Board and staff between meetings of the Board and in unexpected situations and emergencies and other matters as may be required.

The Executive Committee shall review the draft Standing Committee agendas. Any substantive changes to the agendas subsequent to the review by the Executive Committee shall be approved by the Committee Chair.

The Executive Committee shall consist of the President, Vice President, and the immediate past President.

Motion - 8/6/86; Motion - 2/4/87; Motion - 4/21/93; Motion - 4/19/95; Resolution No. 1707 1/15/03; Motion – 1/21/04; M-6/17/15

§1207 ADMINISTRATION & FINANCE COMMITTEE

PURPOSE: The Administration & Finance Committee shall study, advise and make recommendations with regard to the form of MWDOC's organization and the flow of authority and responsibility; the classification of positions, job duties, salaries, and salary ranges; matters affecting wages, hours, pension plans and other employee benefits, policies and rules regarding employment, discipline and discharge; selection of management, personnel, auditors, financial and insurance consultants and the determination of the scope of their assignments; the terms and conditions of employment of all consultants, advisors, and special counsel; individuals to serve in positions requiring Board approval; and proposed amendments to the MWDOC Act affecting the organization and personnel policies as well as the finance and insurance functions of MWDOC. The Committee shall also study, advise and make recommendations with regard to the preparation of budgets; sale of bonds and borrowing and repayment of money; disposition and investment of funds; authorization of appropriations; revenues to be obtained through sale of water; financial impact and requirements of policies concerning annexation; financial aspects of MWDOC's risk management program; questions pertaining to insurance coverage; reports of auditors and financial statements; form and contents of accounts; financial reports and financial statements. The Administration & Finance Committee shall provide oversight for any legal matters affecting MWDOC within the Committee's scope of interest and responsibility.

Motion - 4/21/93; Motion 2/19/97

§1208 PLANNING & OPERATIONS COMMITTEE

PURPOSE: The Planning & Operations Committee shall study, advise and make recommendations with regard to **planning or engineering projects**, plans, specifications and bids; the initiation, scheduling, contracting, and performance of **projects or** construction programs and work, and the equipment or materials to be used, replaced, disposed of, or salvaged; operation, protection, and maintenance of the facilities required for the delivery of water; the providing of storage and distribution facilities and connections for the delivery of water; construction claims; the selection of engineering and geologic consultants and the determination of the scope of their assignments; functions relating to the Water Emergency Response Organization of Orange County (WEROC); and proposed amendments to the MWDOC Act affecting the **planning**, engineering, and operations functions of MWDOC. **The Committee shall also study, advise and make recommendations with regard to policies and practices related to MWDOC's Public Affairs functions including the education programs and means of disseminating MWDOC information; copy or content of MWDOC public information projects; selection and compensation of public information consultants; and budget allocations for public information and events.**

Motion - 4/21/93; Motion - 4/20/94; Motion - 4/19/95; Motion - 2/19/97

§1209 PUBLIC AFFAIRS & LEGISLATION COMMITTEE [RESERVED]

~~The Committee shall also study, advise and make recommendations with regard to policies and practices and means of disseminating MWDOC information; copy or content of MWDOC public information projects; selection and compensation of public information consultants; budget allocations for public information; review or develop legislation and MWDOC position regarding support of or opposition to legislation; develop legislative policy principles and priorities, including key proposals to be presented to legislator(s) and/or legislative staff; MWDOC relationships with other governmental agencies or bodies; other matters related to or involving other governmental and/or regulatory agencies; any legal matters affecting the MWDOC within the Committee's areas of interest.~~

~~Motion — 02/15/06; M-04/19/06; M-6/17/15~~

§1210 MWDOC/OCWD JOINT PLANNING COMMITTEE

The Committee shall study, advise, and make recommendations with regard to policies and practices of joint interest to OCWD and MWDOC; discuss MET policies and programs as they relate to OCWD; and discuss other items as necessary for efficient coordination between imported and local OCWD supplies.

§1211 SPECIAL COMMITTEES

Special (Ad Hoc) Committees may be established by an action of the Board for the purpose of considering, studying, reviewing and making recommendations to the Board on specific matters and shall be terminated when its task is completed. A Special Committee may, at the direction of the Board, meet with certain individuals or entities and report its findings to the Board for its consideration. Special Committees shall be composed of no more than three members of the Board. Members shall be appointed to Special Committees by the President and ratified by Board action.

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

BOARD MEETINGS/COMMITTEE MEETINGS/ PROCEDURES	§1100-§1117
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§1100 BOARD AND COMMITTEE REGULAR MEETINGS

The Board of Directors of MWDOC shall meet twice monthly. The first meeting shall be a workshop held jointly with the MWDOC MET Directors (Workshop/MET Directors) on the first Wednesday of each month at 8:30 a.m. The second meeting of the Board (or Regular Meeting) shall be held on the third Wednesday of each month at 8:30 a.m. If such meeting dates fall on a MWDOC holiday, the meeting shall be rescheduled for another time determined by the Board.

The Workshop/MET Directors meetings are held for the purpose of reviewing and discussing issues pertaining to MET, and to develop consensus on positions that impact Orange County, and to provide information to and increase dialogue with the MWDOC Member Agencies. The Workshop/MET Directors meetings are also held to review or develop legislation and MWDOC positions regarding support of or opposition to State or Federal legislation; develop legislative policy principles and priorities, including key proposals to be presented to legislator(s) and/or legislative staff; MWDOC relationships with other governmental agencies or bodies; other matters related to or involving other governmental and/or regulatory agencies; and any legal matters affecting the MWDOC within the Committee's areas of interest.

The Board shall appoint and eliminate Standing Committees (see Sections 1200—1201) as necessary. Standing Committee meetings shall be held on a monthly basis. The dates and times of Standing Committee meetings shall be determined by the Board by the end of February of each year and shall remain fixed for the remainder of the year.

Meetings of the MWDOC Board's Standing Committees are noticed and held as a committee of the whole, where all members of the Board may attend and participate in the discussion.

The Board of Directors shall conduct MWDOC business at regular, adjourned, special, and emergency meetings in compliance with Government Code Section 54950-54962.

R6 - 5/25/51; amended by R31 - 2/11/52; amended by R153 - 3/26/57; amended by R209 - 2/6/61; amended by R338 - 1/22/64; amended by R511 - 11/26/69; amended by R1290 - 3/26/86; R1473 - 12/9/92; R1484 - 3/17/93; Motion - 4/21/93; Motion - 4/20/94; R1540 - 4/19/95; R1612 - 10/21/98; R-1640-3/15/00; R-1651 2/15/01; R-1679 8/15/01; R-1689 3/20/02; R-1699 9/21/02; R-1712 2/19/03; 5/18/05; M-02/15/06; R-1835 6/18/08; R-1859 9/16/09; R-1867 1/20/10; M-6/17/15

GENERAL MANAGER'S REPORT OF STAFF ACTIVITIES DECEMBER 2020

MWDOC Agencies Managers Meeting	<p>MWDOC held its Member Agency Managers' meeting at its office in Fountain Valley on Thursday, November 19, 2020.</p> <p>In attendance were: M. McGee – Buena Park, L. Ohlund – EOCWD, D. Cafferty – ETWD, H. Lee – Fountain Valley, C. Pasillas – Garden Grove, T. Moore – Golden State WC, C. Davis – Huntington Beach, P. Weghorst – IRWD, C. Regan & D. Youngblood – Laguna Beach CWD, J. Lopez, L. Rocha & M. Collings – Moulton Niguel WD, S. Catron – Newport Beach, M. Markus, K. O'Toole & A. Hutchinson & J. Kennedy – Orange County WD, J. Diaz – Orange, D. Rebensdorf – San Clemente, D. Ferons, R. Grantham & J. Leach – Santa Margarita WD, F. Paludi – Trabuco Canyon WD, S. Miller - Westminster</p> <p>Staff in attendance were: R. Hunter, K. Seckel, H. De La Torre, H. Baez, J. Berg, V. Osborn, M. Baum-Haley, A. Heide, C. Lingad</p> <p>Information/Discussion Items:</p> <ul style="list-style-type: none"> • MWDOC Board Draft Agendas • WEROC Program Assessment – Presentation #2 • COVID-19 Update • Metropolitan SARCCUP Agreements <p>Update Items:</p> <ul style="list-style-type: none"> • MWDOC Rate Study • Model Drought Ordinance • Metropolitan Updates <p>The next meeting will tentatively be held on December 17, 2020.</p>
Meetings	<ul style="list-style-type: none"> ➤ MWDOC staff, along with ABS Consulting, IDS Group, and Optima RPM, participated in several construction progress meetings in November regarding the admin building seismic retrofit and remodel. Weekly progress meetings will continue through the completion of the project. ➤ Karl Seckel, Charles Busslinger, and Chris Lingad participated in a conference call on November 3, 2020, with Black & Veatch to discuss future studies using the hydraulic model once it is complete. ➤ Charles Busslinger and Chris Lingad participated in a conference call with SMWD and Black & Veatch on November 20, 2020, to discuss future modeling work for SMWD once the hydraulic model is complete. ➤ Charles Busslinger participated in the December 7, 2020, technical workgroup meeting on the San Juan Creek hydrogeologic review. ➤ Charles Busslinger held a meeting with OCWD staff on November 25, 2020, to coordinate efforts on the Water Demand Analysis being completed by CDM Smith for use in member agencies' Urban Water Management Plans and the

Meetings - continued	Economic Benefits study. Preliminary analysis results are expected in January 2021.
ENGINEERING & PLANNING	
Economic Benefit Studies and Modeling Work to Quantify the Benefits of Local Projects in the Context of MET's 2020 Integrated Resources Plan (IRP)	<p>MWDOC staff is working with the Brattle Group and CDM Smith on the Economic Benefits Studies and modeling work. In this process, the consulting team will be working with MWDOC and the member agencies regarding the survey issues with businesses in Orange County.</p> <p>CDM Smith has begun the modeling work for a water demand analysis and is anticipating having preliminary results in late January 2021. This analysis will support the Urban Water Management Plans and provide information necessary for the Economic Benefits study.</p>
OC-70 Meter Testing Update	<p>MWDOC staff continues to work with MET and EOCWD regarding the ongoing investigation of the billing meter's accuracy at the OC-70 meter. MWDOC and EOCWD anticipated receipt of a report in late November 2020 on the meter accuracy test's findings on October 6, 2020.</p> <p>MET informed staff on November 24, 2020, that although the field test was completed successfully, that when the portable (ultrasonic) meter used in the field test was sent back to Utah Water Research Lab for verification that the portable meter had maintained its calibration throughout the field-testing process, the portable meter failed to provide repeatable results. The portable meter's failure to demonstrate that it maintained calibration with the lab's certified weight tank invalidates the field testing at OC-70.</p> <p>This item has been elevated to the MET executive level for several months. MET is actively working on multiple testing alternatives that no longer include ultrasonic meters in the test protocol. A meeting is scheduled with MET management, MWDOC, and EOCWD for December 15, 2020, to discuss alternative testing protocols to get to a final determination of the billing meter's accuracy. MET has indicated that the costs for all of the meter testing at OC-70 will be picked up by MET regardless of the outcome of the billing meter's accuracy.</p> <p>As the accuracy of the OC-70 billing meter applies to previous water sales and future water sales, the meter's accuracy needs to be determined to resolve any past billing discrepancies and avoid future discrepancies.</p>

OC Hydraulic Model	Black & Veatch has completed the first two project tasks and constructed the hydraulic model using Innovyze's InfoWater modeling platform. B&V is currently calibrating the model in preparation for the use of the model in early 2021. Staff and B&V are presently working with member agencies to define potential project scopes of work. More information will be presented as they develop.
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 Mid-2021. The next step would be the Coastal Commission with a permit also expected in 2021. • Work is progressing on the Financial Analysis for a 2 mgd and 5 mgd scenario through Clean Energy Capital. SCWD is coordinating the financial analysis with the Alternative Energy Study. • Work is also progressing on an Alternative Energy Study for the project. A draft report is under review by SCWD. <p>Also making progress is a third-party hydrogeologic review of San Juan Creek to determine if and to what extent near-shore pumping may have on inland groundwater wells. Additional geophysical fieldwork has been completed, and a technical working group meeting was held on December 7, 2020, to review the results. The geology in the vicinity of Stonehill Drive is extremely complex, but tests show a bedrock high that limits groundwater flows between the upper and lower portions of the creek. The hydrogeologists are now modeling the test findings to determine the extent of hydrogeologic flows between the upper and lower portions of the creek. They should have 3D modeling results in February/March 2021.</p> <p>On June 25, 2020, the SCWD Board approved an amendment to the Clean Energy Capital Financial Analysis 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 possible economic recession, SCWD believes that it is necessary to consider alternative, potentially lower-cost project options to utilize and potentially expand existing assets as a means to meet their reliability needs.</p> <p>This amended study reviews design parameters and existing conditions at SCWD's existing Groundwater Recovery Facility (GRF) to obtain a comprehensive understanding of the 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 will be developed. Current estimates are 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.</p>
AMP Participants Meeting	MWDOC staff coordinated a meeting of the AMP Participants on December 1, 2020, to discuss the ongoing obligations of the AMP Sales and Proceeds agreements. Staff will continue to work with AMP Participant agencies in the next few months to work on the next steps.

SMWD San Juan Watershed Project	<p>Santa Margarita WD focuses 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 (lower horizontal conductivity) to potentially allow percolation of treated recycled water with an ability to meet the required travel time regulations. SMWD believes that groundwater production and groundwater treatment 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 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>
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 SOC would pay 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 IRWD needs.</p>
Strand Ranch Project	<p>MWDOC and IRWD are continuing to exchange ideas on implementing the program to capture the benefits of the development of “extraordinary supplies” from the Strand Ranch Project. Staff from MWDOC and IRWD met in August 2020 and reached out to other agencies to determine the project's level of interest.</p>

Poseidon Resources Huntington Beach Ocean Desalination Project	<p>The Santa Ana Regional Water Quality Control Board (SARWQCB) continues to work with Poseidon to renew 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 decide 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 to 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 expressed at the meeting.</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 many 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>
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Poseidon Resources Huntington Beach Ocean Desalination Project - continued	<p>On September 15, 2020, the Regional Board postponed action on the waste discharge permit renewal at Poseidon's request. Poseidon requested additional time to address concerns raised in three days of public hearings, among them: the need and cost of desalinated water; OCWD's commitment to purchase the supply; the harm to marine life caused by the facility's intake process; and whether the Bolsa Chica wetlands Marine Life Mitigation Plan satisfies the state's Ocean Plan requirements for seawater desalination plants. Poseidon informed the Regional Board that it plans to evaluate the mitigation recommendations, work with resource agency and board staffs, and expects to complete the process within 45-60 days.</p> <p>Assuming success at the Regional Board, 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 Project Status - Complete 2. Dam and Pipelines Project Status – A Dedication Ceremony was held on October 9, 2020. SMWD and the Contractor are still working through a few issues that require resolution before the DSOD permit to fill the Reservoir can be obtained: <ol style="list-style-type: none"> a. Potential for the need to replace structural slurry in the cut off wall of the West Dam. b. The need to replace 5 piezometer deep wells on the Main Dam face. 3. Pump Station Project Status – The construction period for the Pump Station began in January and is likely to be substantially complete by mid-December. This date has been delayed by ten weeks due to late projected deliveries of the special pump control valves. The Pump Station is not needed to operate the Dam & Reservoir for filling purposes, so the control valve delay is considered inconsequential.

Trampas Canyon Dam and Reservoir - continued	AECOM and SMWD will be submitting the Emergency Action Plan (EAP) for Trampas Dam in November to CalOES for review and approval. The approval of this Plan is a prerequisite to the Division of Safety of Dams (DSOD) issuing a permit to operate Trampas Dam.
AMP Shutdown in 2021 to Replace PCCP Sections	<p>In 2016, MET initiated a Prestressed Concrete Cylinder Pipe (PCCP) rehabilitation program to install 100 miles of steel liner throughout the MET system to address structural issues associated with prestressed steel wire failures in PCCP. As part of the program, MET monitors PCCP for wire breaks regularly.</p> <p>MWDOC staff was notified that an internal inspection of the AMP revealed two pipe segments with increased wire breaks within the PCCP portion south of OC-70. Metropolitan Engineering considers this section of the pipeline to be at high-risk due to pipe segments with 20 or more wire breaks. The minimum relining length needed is approximately 1,000 feet and requires a minimum 37-day shutdown for the portion of the AMP south of OC-70. MET had initially been scheduled for the AMP PCCP relining to begin in about five years, but based on the survey, MET does not recommend repairs to these segments until Fall 2021.</p> <p>Two MWDOC member agency projects are also scheduled around the same time as the pending AMP shutdown; a South Coast Water District vault rehabilitation on the JTM that was previously postponed due to the previous Diemer shutdown, and Santa Margarita Water District relocation of a portion of the Aufdenkamp Connection Transmission Main (ACTM) to accommodate the I-5 widening project. The South Coast project is scheduled for completion by the beginning of February 2021.</p> <p>MWDOC staff coordinated meetings with all affected AMP participants to discuss expediting the ACTM work. The agencies agreed to share \$35,000 in additional costs to accelerate the return of the ACTM to service. SMWD staff report that the ACTM project moves forward on schedule and anticipates being back in service before the AMP shutdown.</p> <p>The AMP shutdown is planned for April 3, 2021, through May 9, 2021.</p> <p>Staff is continuing to work with affected agencies and will keep both the Board and the AMP Participants informed as more information becomes available.</p>
Other Shutdowns	<p>Orange County Feeder</p> <p>MET is planning to reline and replace valves in a section of the Orange County Feeder from Bristol Ave to Corona Del Mar – this is the last section of this 80-year old pipeline to be lined. A meeting was held on August 27, 2020, between staff from MET, MWDOC, and Mesa WD, and a plan was developed to allow the shutdown to move forward while addressing MWDOC member agency concerns. Staff will continue to work with our member agencies and MET through this shutdown.</p> <p>Due to CIP budgeting changes, MET has proposed new shutdown dates of September 15, 2021, through June 15, 2021. MET will be re-evaluating this Orange County Feeder relining project in the June 2021 budget review.</p> <p>Joint Transmission Main</p> <p>SCWD is planning a rehabilitation project of their CM-10 vault in early 2021 on the Joint Transmission Main (JTM), including replacing existing valves. MWDOC</p>

Other Shutdowns - continued	<p>coordinates this work with MET and SCWD, so the above referenced AMP shutdown and this project do not overlap.</p> <p>Aufdenkamp Connection Transmission Main</p> <p>SMWD is currently working on a relocation of the ACTM pipeline for the I-5 widening project. We are also coordinating with MET and SMWD, so the above referenced AMP shutdown and this project do not overlap.</p> <p>OC Feeder extension</p> <p>MET is planning to reline 300-linear feet of the OC Feeder extension affecting the City of Newport Beach. Due to CIP budgeting changes, MET has proposed revised shutdown dates of June 16, 2022, through July 10, 2022. MET will be re-evaluating this Orange County Feeder relining project in the June 2021 budget review.</p> <p>Lake Mathews Forebay</p> <p>MET is also planning a shutdown of the Lake Mathews Forebay for maintenance and repair work, which will affect the Santiago Lateral from March 1-14, 2021. Staff is currently coordinating with MET and IRWD & Trabuco Canyon WD on this shutdown.</p> <p>Irvine Cross Feeder</p> <p>MET conducted a PCCP Inspection of the Irvine Cross Feeder from November 2-4, 2020, affecting Newport Beach, Huntington Beach, and Mesa WD. The PCCP inspection was completed on time, and it was determined no repairs are needed.</p>
<h2 style="text-align: center;">EMERGENCY PREPAREDNESS</h2>	
COVID-19 (Corona Virus) Coordination	<ul style="list-style-type: none"> • WEROC continues to monitor the State and County for changing information and is sharing information with agencies as it becomes available. • WEROC is participating in the weekly Operational Area Conference calls. • WEROC continues to hold bi-weekly conference calls on Tuesdays with member agencies to report on Federal, State, and County changes. Calls continue to support the sharing of information between agencies, logistics, legislation, and recovery updates. Additionally, agencies have an opportunity to share best practices or ask other agencies for input on an issue they are encountering. Post COVID-19, these calls will transition into different topics and continue as long as the agencies' information benefits.
Public Safety Power Shutoff, Bond Fire and Smoke Advisory	<ul style="list-style-type: none"> • There were two –Public Safety Power Shutoff events this past month. In the first event, notifications were received and shared with agencies starting on November 16. The second event, notification, began on November 30 and led into December. WEROC PSPS Standard Operating Procedure was implemented. WEROC sent information to agencies on the weather and Southern California Edison and San Diego Gas and Electric potential circuits identified for shut off based on the Red Flag Warning and predicted Santa Ana Event. • On December 2nd at 2213 hours, a fire began in Silverado Canyon and became known as the Bond Fire. Similar to the Silverado Fire in October,

Public Safety Power Shutoff, Bond Fire and Smoke Advisory - continued	<p>the following agencies (Irvine Ranch Water District, Trabuco Canyon Water District, El Toro Water District, Santa Margarita Water District, Serrano Water District, East Orange County Water District, city of Orange, city of Tustin, City of Tustin and Golden State Water District were affected either directly or indirectly impacted by the fire and PSPS during this event.</p> <ul style="list-style-type: none"> ○ WEROC coordinated with impacted agencies throughout the events and provided updates to all member agencies. ○ WEROC did logistical coordination between agencies for potential mutual aid needs for generators. Special thank you to Moulton Niguel for supplying mutual aid to one of the agencies during this time. ○ WEROC maintained coordination as a liaison with the OA EOC and the Incident Command Posts. ○ WEROC attended the Cooperator Briefings and operational meetings on behalf of water agencies. ○ WEROC held coordination calls with the affected agencies to share information and preplan. <ul style="list-style-type: none"> ● WEROC implemented the Smoke Advisory Procedure provided updates for advisories to the member agencies.
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 comply with America's Water Infrastructure Act (AWIA). ● There are 18 agencies (both Tier I & II) working concurrently on their AWIA requirements. ● All Tier I agencies successfully submitted their plans due to EPA by September 30, 2020. ● Tier II virtual meetings have concluded for the Risk and Resiliency Assessments (RRA) due in December 2020. Agencies are reviewing the full reports for review.
Communication and Coordination With Member Agencies and Outside Agencies	<ul style="list-style-type: none"> ● WEROC attended the ISDOC Quarterly meeting and provided an update regarding COVID and the Silverado/Blue Ridge Fire Response. ● WEROC presented a NIMS training matrix to member agencies during a COVID-19 conference call and shared it with all agencies for use within their organizations. ● The WEROC Federal Surplus Program is completed and functional. Member agencies have been reaching out and advising equipment they would like WEROC monitor for availability. ● On November 9th, WEROC attended the monthly Orange County Emergency Management Organization meeting. A presentation from the City of Irvine regarding the Blue Ridge Fire was discussed. ● On November 10th, the annual Winter Weather Workshop was conducted virtually by the Orange County Operational Area. The National Weather Service presented the seasonal outlook, and Orange County Public Works briefed on preparedness activities and current hot spots in the county. ● The Week of November 16th was the International Association of Emergency Managers conference. Vicki was able to attend sessions

Communication and Coordination With Member Agencies and Outside Agencies - continued	<p>virtually and on-demand. This conference provided some tools and lessons learned that could be applied to WEROC planning for the future.</p> <ul style="list-style-type: none"> • On November 18th, Vicki presented the WEROC Assessment Part III to the WEROC funding agencies. • On November 18th, Vicki attended the Operational Area Executive Board meeting as the Water and Wastewater Mutual Aid Coordinator position, as indicated in the newly adopted Operational Area Agreement. El Toro Water District Mark Monin represented the Independent Special District of Orange County in the ISDOC seat. • On November 19th, Vicki presented the WEROC Assessment Part II at the MWDOC Manager Meeting. • WEROC monitors AQMD to discuss and advocate for procedural and process guidelines in relation to generator use during emergencies or Public Safety Power Shut Off events. The first meeting is scheduled for December 10th.
EOC Readiness	<ul style="list-style-type: none"> • Vicki has reached out to the Operational Area to update the Resource Management and Resource Request board issues. A coordination meeting to work on this occurred on November 13th and a solution is being worked. Once completed, agencies will be briefed on the changes and process.
Training and Exercises	<ul style="list-style-type: none"> • ICS 400 – Advance Incident Command was taught to member agencies November 9th-13th. • The WEROC Coordination call included a discussion for a regional tabletop to occur in February. The scenario will be water quality and water distribution. A regional concept and approach will be applied using a virtual platform with breakout sessions.
<h2 style="margin: 0;">WATER USE EFFICIENCY</h2>	
Leak Alert and Water Use Monitoring Devices Workgroup	<p>On November 9, Rachel Waite attended the Leak Alert and Water Use Monitoring Devices Workgroup hosted virtually by the City of Santa Barbara. The workgroup's objective is to collaborate on program implementation, studies, barriers, successes, water savings, customer outreach, and more, in areas relating to customer-side leak detection and smart water monitoring devices. Agenda topics included:</p> <ul style="list-style-type: none"> • CalWEP Flume Direct Distribution Pilot • MET Innovative Conservation Program study: Flo by Moen • San Antonio Water Systems Flume Meter Compatibility Issues <ul style="list-style-type: none"> ○ Low Income Pilot ○ Updated End Use Study <p>The next meeting will be scheduled in March 2021.</p>
Project Agreement 22 Committee Meeting	<p>On November 10, Joe Berg and Rachel W. attended the Project Agreement (PA) 22 Committee meeting hosted by the Santa Ana Watershed Project Authority. The meeting was attended by water agencies spanning the Santa Ana Watershed. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Water Efficiency Budget Assistance Request for Proposals

Project Agreement 22 Committee Meeting - continued	<ul style="list-style-type: none"> • Update to Enhancements to the Watershed-Wide Budget Decision Support Tool • Emergency Drought Grant Program – Retention Release <p>The next meeting is scheduled for January 12.</p>
Orange County Water Loss Control Workgroup Meeting	<p>On November 10, Joe and Rachel Davis hosted the Orange County Water Loss Control Workgroup meeting via Zoom. Approximately 28 agency staff attended this meeting. Items on the agenda included:</p> <ul style="list-style-type: none"> • Water Loss Updates • Water Loss Standard Update • Year 5 Validation Results • Nashville Leak Detection Case Study • Discussion and Questions <p>The next meeting is scheduled for January 12.</p>
Water Conservation Data Collaborative Meeting	<p>On November 12, Rachel W. attended the Water Conservation Data Collaborative Meeting hosted virtually by San Antonio Water Systems (SAWS). Topics discussed included data trends pertaining to Covid-19 impacts.</p> <p>The next meeting will be scheduled in March 2021.</p>
South Orange County Flow Ecology Special Study Workgroup	<p>On November 12 and December 2, Rachel W. attended the South Orange County Flow Ecology Special Study Workgroup, which brings together members of the stakeholder advisory and technical advisory committees. The November 12th meeting goals were to discuss isotope study findings and hydrologic model recalibration, and to present water conservation and climate change scenario analyses. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Hydrologic Model Overview • Hydrologic Model Updates <ul style="list-style-type: none"> ○ Isotope Study Implications ○ Model Recalibration • Reference Condition, Climate Change Analysis, and Water Conservation Scenarios <p>The December 2nd meeting focused on flow ecology analysis, feedback on species response curves and options for flow range determination, and discussion on synthesis of data and key decisions. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Flow Ecology Analysis: Level 1 and 2 <ul style="list-style-type: none"> ○ Hydrologic Alteration ○ Flow Ecology Relationships Based on Bugs and Algae • Flow Ecology Analysis: Level 3 <ul style="list-style-type: none"> ○ Focal Species Response Curves ○ Development of Flow Management Goals and Recommendations ○ Interpretation and Use of Outputs of the Flow Ecology Analysis <p>The next meeting will be scheduled in early 2021.</p>

Department of Water Resources (DWR) Residential Landscape Area Workgroup	<p>On November 19, Joe and Rachel W. attended DWR's Residential Landscape Area Workgroup in reference to the state's effort to measure and classify residential landscapes, as required by SB606 and AB1668. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Refresher: Residential Landscape Area Classifications and Definitions • Residential Landscape Area Estimation Reports and Data • Review of Web Portal Access • Using Residential Landscape Area Estimates <p>The next meeting will be scheduled in early 2021.</p>
Metropolitan Water District of Southern California (MET) Water Use Efficiency Workgroup Meeting	<p>On November 19, Andrea Antony-Morr participated via Zoom in Metropolitan's Water Use Efficiency Workgroup meeting. Topics on the agenda included:</p> <ul style="list-style-type: none"> • Welcome • November Metropolitan Water District Board Presentations <ul style="list-style-type: none"> ○ Conservation Board Report • Water Supply Update • Metropolitan Educational Programs Update <ul style="list-style-type: none"> ○ Landscape Classes ○ MWEL and WELDCP • Metropolitan Update on Innovative Conservation Program (ICP) • Metropolitan External Affairs • Member Agency Roundtable <ul style="list-style-type: none"> ○ LADWP and LAUSD Approach to Educational Programs During Covid-19 ○ City of Long Beach Water Department Parkway Program <p>The next Workgroup meeting is scheduled for December 17.</p>
City of La Palma – Leak Detection Kickoff Meeting	<p>On November 30, Rachel D., Joe, and Jason Thorsell held a leak detection survey kick off meeting via Zoom with City of La Palma staff. Items discussed included:</p> <ul style="list-style-type: none"> • Leak Detection Techniques • Survey Area, Schedule, and Scope • Reporting • Questions and Concerns
City of Tustin Leak Detection Survey Wrap-Up Meeting	<p>On December 1, Joe, Rachel D., and Jason 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 79 miles of water main, including water services. The survey began September 15 and concluded October 23.</p>
Orange County Water Use Efficiency Coordinators Workgroup Meeting	<p>On December 3, Joe, Steve Hedges, Beth Fahl, 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 Supply Update • Cooling Tower Estimating Model • SFPUC's Automated Leak Alert Program

Orange County Water Use Efficiency Coordinators Workgroup Meeting - continued	<ul style="list-style-type: none"> • Metropolitan Update <ul style="list-style-type: none"> ○ Conservation Board Report ○ Education Program Update ○ Landscape Contractors Training Update ○ Innovative Conservation Program Update • Water Loss Control Program Update • Water Use Efficiency Programs Update <ul style="list-style-type: none"> ○ Urban Water Management Plan Drought Ordinance Template ○ Choice Program ○ Rebate Processing Platform RFP Update ○ Pressure Regulating Valves Program Update • CalWEP Update <p>The next meeting is scheduled for February 4.</p>
<h2 style="margin: 0;">PUBLIC/GOVERNMENT AFFAIRS</h2>	
Member Agency Relations	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Designed and ordered bill inserts for MWDOC member agencies • Provided information and coordinated with participating member agencies on the Metropolitan Water District of Southern California's 2021 Virtual Solar Cup • Created social media content for member agencies to promote participation in Metropolitan's Virtual Solar Cup 2021 • Prepared resolutions and/or gifts celebrating the retirements of Mary Aileen Matheis, Wayne Rayfield, and Lisa Ohlund <p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Along with Soto Resources, met with the City of Brea to discuss one of their projects in need of grant funding and the next steps <p>Distributed information on the South Coast Air Quality Control Board's upcoming working group meeting to draft regulations regarding the use of emergency backup generators</p>
Community Relations	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Developed and distributed December eCurrents newsletter
Education	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Attended the California Environmental Literacy Initiative's quarterly leadership meeting • Participated in California Environmental Literacy Initiative Webinar: Community-Based and Business Partnerships to Support Environmental Literacy • Met with Ten Strands and Strategic Energy Innovations on incorporating environmental literacy into Career Technical Education programs • Met with Tree People to discuss support of Water-Energy Education Alliance and implementing community service projects

Education - continued	<ul style="list-style-type: none"> • Spoke with Orange County Business Council (OCBC), who agreed to send Water-Energy Education Alliance surveys out to OCBC partner educators and water and energy industry educators • Participated in Metropolitan Water District of Southern California's bi-weekly Member Agency Education Coordinator's Meetings • Attended Department of Water Resources Water Education Committee meeting • Attended Las Virgenes Municipal Water District's Tap-In 2020 - Sustainable Education - Balancing the New Norm 2nd session • Coordinated member agency approval of additional eligible schools to receive the MWDOC Choice K-12 School Programs
Media Relations	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Composed and distributed a news release announcing two (2) executive staff promotions • Composed and distributed a news release announcing new MWDOC Board appointments • Interviewed for a California Environmental Literacy Initiative story published November 12: <i>A Silent Service: Why Water Workers Support Environmental Literacy and Career Technical Education</i>
Special Projects	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> • Participated in the Orange County Water Summit Committee Meeting with Orange County Water District • Attended and presented at the Metropolitan Water District of Southern California's Public Information Officer Workgroup Meeting on communicating during the pandemic • Met with Hashtag Pinpoint to develop video content for MWDOC outreach programs and campaigns • Attend the California Association of Public Information Official's Webinar: Search Engine Optimization for Public Agencies • Met with LA Design Studios on Search Engine Optimization strategy and application for MWDOC • Researched and coordinated media contact platforms • Published several website updates • Met with Metropolitan Water District of Southern California staff to discuss collaboration on Boy and Girl Scouts Merit Badge and Patch clinics • Completed Boy Scouts of America Counselor Certification training • Participated in IT coordination for Director Joan Finnegan's retirement • Produced resolutions celebrating the retirements of Director Joan Finnegan and Karl Seckel • Assisted Spirit Squad in coordinating MWDOC staff Holiday Party • Attended CalDesal Outreach and Communications Committee

Special Projects - continued	<p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Staffed the WACO Planning meeting • Worked with Metropolitan staff to line up speakers and letters of support for the Delta Conveyance Project • Drafted background and recommended next steps for a special election to fill the vacancy for ISDOC 3rd Vice President • Staffed the ISDOC Executive Committee Meeting • Provided an update to MWDOC's Met directors on outreach/speakers for the upcoming Met Board meeting • Staffed the monthly WACO meeting featuring speakers on Mesa Water District's Pipeline Integrity Program • Drafted the ISDOC 3rd VP Call for Candidates to notice to be mailed to all Orange County Special Districts
Legislative Affairs	<p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> • Drafted a memo with feedback on Metropolitan's 2021 Legislative Platform for MWDOC's Met Directors • Met with CSDA legislative staff to discuss CSDA federal priorities and federal lobbying • Met with IRWD staff to discuss their legislative proposal for 2021 <p>Drafted a departmental Year in a Review article for eCurrents</p>

INFORMATION CALENDAR

**MWDOC GENERAL INFORMATION
ITEMS**

MWDOC BOARD OF DIRECTORS

- Al Nederhood
- Larry D. Dick
- Bob McVicker
- Karl W. Seckel
- Sat Tamaribuchi
- Jeffery M. Thomas
- Megan Yoo Schneider