

REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
18700 Ward Street, Fountain Valley, California  
October 20, 2021, 8:30 a.m.

**Due to the current state of emergency related to the spread of COVID-19 and pursuant to Government Code Section 54953(e), MWDOC will be holding this Board and Committee meeting 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#

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**AGENDA**

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**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 AWARDS**

**NEXT RESOLUTION NO. 2116****CONSENT CALENDAR (Items 1 to 8)**

(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. September 1, 2021 Workshop Board Meeting
- b. September 15, 2021 MWDOC Water Facilities Corporation Board Meeting
- c. September 15, 2021 Regular Board Meeting

*Recommendation: Approve as presented.*

**2. COMMITTEE MEETING REPORTS**

- a. Planning & Operations Committee Meeting: September 7, 2021
- b. Administration & Finance Committee Meeting: September 8, 2021
- c. Executive Committee Meeting: September 16, 2021

*Recommendation: Receive and file as presented.*

**3. TREASURER'S REPORTS**

- a. MWDOC Revenue/Cash Receipt Register as of September 30, 2021
- b. MWDOC Disbursement Registers (September/October)

*Recommendation: Ratify and approve as presented.*

- c. Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of August 31, 2021
- 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 August 31, 2021

*Recommendation: Receive and file as presented.*

**5. APPROVE COST SHARE AGREEMENT BETWEEN MWDOC AND ETWD FOR CONSULTING SERVICES FOR REPLACEMENT OF THE SOUTH EOC**

*Recommendation: Authorize the General Manager to enter into a cost share agreement with El Toro Water District (ETWD) to pay the proportional share of consultant service costs for the replacement EOC as part of the ETWD Filter Plant Site Use Investigation and Design.*

*The total cost for consulting services for the ETWD Filter Plant Site Use Investigation and Design is estimated at \$651,147. MWDOC's share is estimated at \$270,056 plus a 10% contingency for a total of \$297,062 based upon proportional services for design, cost estimating, and construction support for a replacement EOC to be located on the ETWD filter plant site.*

**6. AUTHORIZE FY 2021-22 BUDGET REVISIONS**

*Recommendation: Approve budget revisions.*

**7. TEMPORARY ACOUSTIC LEAK DETECTION SURVEYS AND STAFF TRAINING**

*Recommendation: Authorize the General Manager to enter into a professional services agreement with Utility Services Associates, LLC. to perform acoustic leak detection surveys temporarily and to provide leak detection training for MWDOC's Water Loss Control staff at a total cost not to exceed \$94,200.*

**8. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) PROPOSED BYLAWS UPDATE**

*Recommendation: Authorize President Tamaribuchi, or his designee, to cast the District's ballot in favor of the CSDA Bylaws update.*

**End Consent Calendar**

**ACTION CALENDAR**

**9-1 EOP UPDATE AND RESOLUTION**

**RES. NO. \_\_\_\_\_**

*Recommendation: Approve and adopt the WEROC EOP resolution.*

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

**10. GENERAL MANAGER'S REPORT, OCTOBER 2021 (ORAL AND WRITTEN)**

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

**11. 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.*

**CLOSED SESSION**

**12. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One case

**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**

September 1, 2021

At 8:30 a.m., President Tamaribuchi called to order the Regular Meeting of the Municipal Water District of Orange County both in the Board Room at the District facilities located in Fountain Valley, and via the Zoom Webinar application. Director McVicker led the Pledge of Allegiance and Secretary Goldsby called the roll.

**MWDOC DIRECTORS**

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

**STAFF**

Robert Hunter, General Manager  
Harvey De La Torre, Asst. Gen. Mgr.  
Joe Byrne, Legal Counsel  
Maribeth Goldsby, Board Secretary  
Melissa Baum-Haley, Prin. Water Resource Analyst  
Alex Heide, Water Resources Analyst  
Chris Lingad, Associate Engineer  
Kevin Hostert, Water Resources Analyst  
Joe Berg, Director of Water Use Efficiency  
Charles Busslinger, Principal Engineer  
Heather Baez, Governmental Affairs Manager  
Vicki Osborn, Director of Emergency Management  
Damon Micalizzi, Director of Public Affairs  
Rachel Waite, Sr. Water Use Efficiency Analyst

\*Also MWDOC MET Directors

**OTHER MWDOC MET DIRECTORS**

Linda Ackerman  
Dennis Erdman

**OTHERS PRESENT**

Bill Hasencamp  
Sara Tucker  
Garrett Durst  
Syrus Devers  
Dick Ackerman  
Ed Means  
Dave Youngblood  
Kathryn Freshley  
Mike Gaskins  
Kay Havens  
Mark Monin  
Dennis Cafferty  
Steve LaMar  
Peer Swan  
Paul Weghorst  
Frank Prewoznik  
Jim Atkinson

Metropolitan Water District of So. California  
NRR  
NRR  
Best, Best & Krieger  
Ackerman Consulting  
Means Consulting  
East Orange County Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
Irvine Ranch Water District  
Irvine Ranch Water District  
Irvine Ranch Water District  
Irvine Ranch Water District  
Mesa Water

Paul Shoenberger  
 Bill Moorhead  
 Sherry Wanninger  
 Laura Rocha  
 Kaden Young  
 Johnathan Cruz  
 Kelly Rowe  
 Mike Markus  
 John Kennedy  
 Alicia Dunkin  
 Sandra Jacobs  
 Chuck Gibson  
 Justin McCusker  
 Betty Olson  
 Jim Leach  
 Brad Reese  
 Fernando Paludi  
 Brooke Jones  
 Tom Lindsey  
 Wayne Miller  
 Megan Couch  
 Kristy Khachigian  
 Lisa Ohlund  
 Diane Rifkin  
 Doug Francisco

Mesa Water  
 Moulton Niguel Water District  
 Moulton Niguel Water District  
 Moulton Niguel Water District  
 Moulton Niguel Water District  
 Moulton Niguel Water District  
 Orange County Water District  
 Orange County Water District  
 Orange County Water District  
 Orange County Water District  
 Santa Margarita Water District  
 Santa Margarita Water District  
 Santa Margarita Water District  
 Santa Margarita Water District  
 Santa Margarita Water District  
 Serrano Water District  
 Trabuco Canyon Water District  
 Yorba Linda Water District  
 Yorba Linda Water District  
 Yorba Linda Water District  
 San Diego County Water Authority  
 KK Consulting  
 Ohlund Management & Technical Services  
 Rifkin Consulting  
 Resident

### **PUBLIC PARTICIPATION/PUBLIC COMMENTS**

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

Director Jim Atkinson (Mesa Water) highlighted public outreach regarding the drought conditions and the importance of educating the legislative delegation on the successes (over the years) of the region's water industry in addressing/handling drought conditions. Director Chuck Gibson (SMWD) agreed, highlighting water storage and recycled water issues.

**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 less than 72 hours prior to the meeting.

**ACTION ITEMS****H.R. 4712 (LEVIN) – DESALINATION DEVELOPMENT ACT**

Governmental Affairs Manager Heather Baez outlined the provisions of H.R. 4712 (Levin), noting that it is identical to H.R. 3723 from 2019 and would authorize \$260 million over the next five years for desalination projects and would create new environmental safeguards for the funded projects. Discussion ensued regarding the definition of a “desalination project”, the size of the project, and eligibility.

Responding to an inquiry by Director Dick, Ms. Baez confirmed that MWDOC’s suggested revisions to H.R. 3723 were included in this bill.

Upon MOTION by Director Yoo Schneider, seconded by Director Seckel and carried (7-0), the Board adopted a Support position on H.R. 4712, by the following roll call vote:

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

**H.R. 3684 (DEFAZIO) – INFRASTRUCTURE INVESTMENT AND JOBS ACT**

Ms. Baez advised that H.R. 3684 is a bipartisan effort and would establish the Infrastructure Development and Jobs Act (a comprehensive spending bill that includes \$550 billion over five years in new federal investments to infrastructure nationwide).

Considerable discussion ensued regarding the meaning of “natural infrastructure” (nature based infrastructure, e.g., using wetlands for flood protection), and “small water storage” (total project cost less than \$30 million), as well as concerns raised by Orange County Water District (OCWD), and how the bill will be funded.

SMWD Director Chuck Gibson commented that the bill was complex, and suggested the Board adopt a “support and seek amendments” position.

Mr. Garrett Durst (NRR) advised that there was no further opportunity to seek amendments.

Upon MOTION by Director Yoo Schneider, seconded by Director Seckel, and carried (6-1), the Board adopted a Support position on H.R. 3684 (DeFazio) by the following roll call vote:

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

## **PRESENTATION / DISCUSSION / INFORMATION ITEMS**

### **LEGISLATIVE ACTIVITIES**

#### **a. Federal Legislative Report (NRR)**

Mr. Garrett Durst advised that the legislature was still in its August recess. He then reported on the following: infrastructure package, and the appropriations bills (including an overview of the appropriations process).

The Board received and filed the report.

#### **b. State Legislative Report**

#### **c. MWDOC Legislative Matrix**

Mr. Syrus Devers of BBK, reviewed his report, highlighting the legislative process, media reports regarding lack of progress on storage projects, the drought conditions (and Northern California's efforts on recycling), and the Governor's recall election.

Discussion ensued regarding drought conditions, the need to educate the legislative delegation on how the region will handle the drought conditions, outreach messaging, and the importance of the local agencies handling versus statewide mandates. President Tamaribuchi suggested an ad hoc type committee (of the member agency elected officials) be formed for ideas on messaging, and informing not only the local legislative delegation, but the Board of Supervisors, etc.

Director of Public Affairs Damon Micalizzi advised that the member agency Public Affairs Workgroup has been meeting to develop ideas, and has developed a suite of materials on messaging that the agencies agree on.

The Board received and filed the report.

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

Director Ackerman highlighted the following MET activities: the ad valorem property taxes, MET's investment ratings (good/stable), an in-depth review of the MET Engineering & Operations Committee activities, the Colorado River Aqueduct activities (including the shortage declaration), the Real Property & Asset Management Committee activities/discussions, a drought presentation (including salinity control), and the SWP Voluntary Agreements.

Director Dick highlighted the ad valorem property taxes, the drought presentation, and employee classes/trainings (and his desire to give veterans priority in these training sessions).

Director Erdman reported on the Rate Refinement Process, the IRP schedule, the Delta Conveyance Project, and the Regional Recycled Water Project.

President Tamaribuchi noted that the IRP Committee would meet on September 28, 2021 wherein staff would present the Portfolio and Adaptive Management strategy. He suggested Brad Coffey present on this issue at the October 6, 2021 Workshop Board meeting.

The Board received and filed the reports.

#### **DISCUSSION OF COLORADO RIVER ISSUES**

- a. Status on Salinity Control – Sara Tucker**
- b. Colorado River Shortage Declaration**

Ms. Sara Tucker (NRR), Dr. Melissa Baum-Haley (MWDOC's Principal Water Resource Analyst), and Mr. Bill Hasencamp (MET) presented information regarding salinity control and the Colorado River Shortage Declaration. The information presented included overviews of the Salinity Control Forum, the Paradox Valley Unit, the Colorado River Shortage Declaration (the recent 24-month study triggered a Level 1 shortage condition for the first time), and the development of new Colorado River guidelines.

A discussion period ensued, with emphasis on the shortage and the ability to draw water from the river, salinity control as a top priority at MET, upper basin activities relative to water use efficiency efforts, the importance of a water quality committee (at MET) with monthly reporting requirements, and short-term (fallowing) and long-term options for improving river conditions.

The Board received and filed the report as presented.

#### **INFORMATION ITEMS**

##### **MWD ITEMS CRITICAL TO ORANGE COUNTY**

- a. MET Finance and Rate Issues
- b. MET General Manager Recruitment Process
- c. MET Review of Equal Employment Opportunity Policies and Practices
- d. MET Integrated Resources Plan Update
- e. MET Water Supply Conditions
- f. Colorado River Issues
- g. Delta Conveyance Activities and State Water Project Issues

Following an inquiry by Director Nederhood, Assistant General Manager Harvey De La Torre provided an overview on why MET's revenue increased while water sales were down (treated v. untreated water purchases, etc.)

The Board received and filed the report as presented.

##### **METROPOLITAN (MET) BOARD AND COMMITTEE AGENDA DISCUSSION ITEMS**

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

The report was received and filed.

**CLOSED SESSION**

At 10:56 a.m., Legal Counsel Byrne announced the Board would adjourn to closed session on the following matter:

**CONFERENCE WITH LABOR NEGOTIATORS**

District Designated Representatives: Joseph Byrne, Legal Counsel  
Unrepresented Employee: General Manager  
Government Code Section 54957.6

**RECONVENE**

The Board reconvened at 11:10 a.m., and Legal Counsel Byrne announced that no reportable action was taken in closed session.

**ADJOURNMENT**

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

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Maribeth Goldsby  
Board Secretary

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
WATER FACILITIES CORPORATION  
September 15, 2021

At 8:35 a.m., President Yoo Schneider 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). Following a moment of silence, Director McVicker led the Pledge of Allegiance and Secretary Goldsby called the roll.

**MWDOC DIRECTORS**

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

**STAFF**

Robert Hunter, General Manager  
Harvey De La Torre, Assistant General Manager  
Joe Byrne, Legal Counsel  
Maribeth Goldsby, Board Secretary  
Melissa Baum-Haley, Prin. Water Resources Analyst  
Cathy Harris, Director of H.R. & Administration  
Alex Heide, Water Resource Analyst  
Kevin Hostert, Water Resources Analyst  
Charles Busslinger, Principal Engineer  
Hilary Chumpitazi, Accounting Manager  
Damon Micalizzi, Director of Public Affairs  
Heather Baez, Governmental Affairs Manager  
Vicki Osborn, Director of Emergency Management  
Joe Berg, Director of Water Use Efficiency

**ALSO PRESENT**

Linda Ackerman  
Dennis Erdman  
Dave Youngblood  
Kathryn Freshley  
Kay Havens  
Mark Monin  
Jose Vergara  
Dennis Cafferty  
Doug Reinhart  
Peer Swan  
Keith Van Der Maaten  
Jim Atkinson  
Don Froelich  
Bill Moorhead  
Diane Rifkin  
Sherry Wanninger  
Kelly Rowe  
Mike Markus  
John Kennedy  
Chuck Gibson  
Saundra Jacobs  
Justin McCusker  
Betty Olson

MWDOC/MET Director  
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East Orange County Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
Irvine Ranch Water District  
Irvine Ranch Water District  
Laguna Beach County Water District  
Mesa Water  
Moulton Niguel Water District  
Moulton Niguel Water District  
Moulton Niguel Water District  
Moulton Niguel Water District  
Orange County Water District  
Orange County Water District  
Orange County Water District  
Santa Margarita Water District  
Santa Margarita Water District  
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Santa Margarita Water District

Frank Ury	Santa Margarita Water District
Jim Leach	Santa Margarita Water District
Greg Mills	Serrano Water District
Brad Reese	Serrano Water District
Rick Erkeneff	South Coast Water District
Rick Shintaku	South Coast Water District
Fernando Paludi	Trabuco Canyon Water District
Brooke Jones	Yorba Linda Water District
Tom Lindsey	Yorba Linda Water District
Dick Ackerman	Ackerman Consulting
Lisa Ohlund	Ohlund Management & Technical Services
Paul Jones	
Kristy Khachigian	KK Consulting

### **PUBLIC PARTICIPATION/PUBLIC COMMENT**

Director Yoo Schneider 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. Ms. Yoo Schneider 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**

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.)

No items were received.

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

Director Yoo Schneider inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

No information was presented.

### **FINANCIAL REPORT**

#### **a. Annual Filing of Tax Compliance Reports**

President Yoo Schneider advised that the proposed annual filing of tax compliance reports was before the Board for consideration.



SMWD Director Saundra Jacobs referenced the original purpose (the AMP) of the Water Facilities Corporation (WFC) and inquired as to its present purpose. General Manager Hunter advised that the WFC has been kept active as an option for any future projects the District may wish to undertake.

Upon MOTION by Director Dick, seconded by Director Thomas, and carried (7-0), the Board authorized the annual filing of the tax compliance reports as presented. The following roll call vote was taken:

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

#### **ANNUAL REORGANIZATION OF BOARD OFFICERS FOR THE MWDOC WATER FACILITIES CORPORATION**

Director Yoo Schneider announced that the Board would consider the annual reorganization of Board officers.

Upon MOTION by Director Thomas, seconded by Director Finnegan, and carried (7-0), the Board appointed Al Nederhood as MWDOC WFC President and Director Bob McVicker as MWDOC WFC Vice President, each to serve one-year terms. The following roll call vote was taken:

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

#### **ADJOURNMENT**

There being no further business to come before the Board, President Yoo Schneider adjourned the meeting at 8:47 a.m.

**Respectfully Submitted:**

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Maribeth Goldsby, Secretary

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
September 15, 2021**

At 8:47 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). Following a moment of silence, Director McVicker led the Pledge of Allegiance and Secretary Goldsby called the roll.

**MWDOC DIRECTORS**

Al Nederhood  
Larry Dick  
Bob McVicker  
Karl Seckel  
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Jeffery M. Thomas  
Megan Yoo Schneider

**STAFF**

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Joe Byrne, Legal Counsel  
Maribeth Goldsby, Board Secretary  
Melissa Baum-Haley, Prin. Water Resources Analyst  
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Charles Busslinger, Principal Engineer  
Hilary Chumpitazi, Accounting Manager  
Damon Micalizzi, Director of Public Affairs  
Heather Baez, Governmental Affairs Manager  
Vicki Osborn, Director of Emergency Management  
Joe Berg, Director of Water Use Efficiency

**ALSO PRESENT**

Linda Ackerman  
Dennis Erdman  
Dave Youngblood  
Kathryn Freshley  
Kay Havens  
Mark Monin  
Jose Vergara  
Dennis Cafferty  
Doug Reinhart  
Peer Swan  
Keith Van Der Maaten  
Jim Atkinson  
Don Froelich  
Bill Moorhead  
Diane Rifkin  
Sherry Wanninger  
Kelly Rowe  
Mike Markus  
John Kennedy  
Chuck Gibson

MWDOC/MET Director  
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Mesa Water  
Moulton Niguel Water District  
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Moulton Niguel Water District  
Moulton Niguel Water District  
Orange County Water District  
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Orange County Water District  
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Saundra Jacobs	Santa Margarita Water District
Justin McCusker	Santa Margarita Water District
Betty Olson	Santa Margarita Water District
Frank Ury	Santa Margarita Water District
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Dick Ackerman	Ackerman Consulting
Lisa Ohlund	Ohlund Management & Technical Services
Paul Jones	
Kristy Khachigian	KK Consulting

### **PUBLIC PARTICIPATION/PUBLIC COMMENT**

President Tamaribuchi announced that 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 any member of the public had any comments on items that are not on the agenda.

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 presented an award to Charles Busslinger for five-years of service to the District.

### **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.

Director Nederhood pulled Item No. 6 (Ratification for Emergency Expense) from the Consent Calendar for further discussion

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

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

## **MINUTES**

The following minutes were approved.

August 4, 2021 Workshop Board Meeting  
August 13, 2021 Special Board Meeting  
August 18, 2021 Regular Board Meeting

## **COMMITTEE MEETING REPORTS**

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

Planning & Operations Committee Meeting: August 2, 2021  
Administration & Finance Committee Meeting: August 11, 2021  
Executive Committee Meeting: August 19, 2021

## **TREASURER'S REPORTS**

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of August 31, 2021  
MWDOC Disbursement Registers (August/September)

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 July 31, 2021

PARS Monthly Statement (OPEB Trust)

## **FINANCIAL REPORT**

The following item was received and filed as presented.

Combined Financial Statements and Budget Comparative for the Period ending July 31, 2021

**RATIFICATION OF ATTENDANCE AT URBAN WATER INSTITUTE CONFERENCE,  
SEPTEMBER 8-9, 2021, COSTA MESA**

The Board ratified attendance by Directors and such members of District staff as approved by the General Manager, at the Urban Water Institute Conference held September 8-9, 2021 in Costa Mesa.

**ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) REGION 10 ELECTION**

The Board authorized President Tamaribuchi, or his designee, to cast the District's ballot for the Nominating Committee's Recommended Slate of candidates for the ACWA Region 10 Board of Directors election.

**APPROVAL OF THE COUNTY OF ORANGE JOINT AGREEMENT FOR THE 800MHZ  
COUNTYWIDE COORDINATED COMMUNICATIONS SYSTEM**

The Board approved the General Manager or Director of Emergency Management to execute and to sign the re-written Joint Agreement for the Operation, Maintenance, and Financial Management of the Orange County 800 Megahertz Countywide Coordinated Communications System.

**- END CONSENT CALENDAR -****ITEMS PULLED FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION****RATIFICATION FOR EMERGENCY EXPENSE**

Responding to an inquiry by Director Nederhood, General Manager Hunter noted that much of the discussion regarding the CrowdStrike purchase was held in closed session, and that the CrowdStrike software will increase security of the Districts IT infrastructure.

Upon MOTION by Director Nederhood, seconded by Director Seckel, and carried (7-0), the Board ratified the General Manager entering in to a software agreement with CrowdStrike for managed monitoring of all endpoints for \$42,562.32, by the following roll call vote:

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

**ACTION CALENDAR****ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) COMMITTEE  
CONSIDERATION FOR 2022/23**

President Tamaribuchi advised that the proposed ACWA Committee consideration forms were before the Board for consideration, noting that several Directors submitted their committee preferences to staff and these preferences were included in the Board packet.

Discussion ensued regarding the proposed assignments, and Director McVicker asked that Director Seckel replace his name on the Water Management Committee, and that the Energy Committee be added to Director Yoo Schneider's requests; the remainder of the requests outlined remained in place.

Director Thomas commented that he would eventually like to serve on the Finance Committee, however due to the limited number of appointees allowed, he would wait until an incumbent no longer seeks participation on that Committee.

Upon MOTION by Director Thomas, seconded by Director Nederhood, and carried (7-0), the Board authorized staff to submit the completed ACWA Committee Consideration forms (as amended) by the September 30<sup>th</sup> deadline, by the following roll call vote:

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

**CONSIDERATION OF AMENDMENTS TO GENERAL MANAGER CONTRACT**

President Tamaribuchi advised that in August, the Board authorized amendments to the General Manager's contract, which included an increase to his base salary, increasing the 401(a) pension contribution, and to amend Section 5 to reinstate the vacation accrual cap to 400 hours and grant the General Manager an additional 40 hours of vacation per year for the next 4 years (the 40 hours must be used each year or will be lost, and in case of retirement or discontinuation of employment, any accrued hours above the 400 hour cap will not be paid out).

Legal Counsel Byrne reported that this item is on the agenda because subsequent to the last meeting, there was a suggested change to the action relating to the vacation cap that would be preferable for the General Manager and easier from an accounting standpoint. He advised that the change would provide the General Manager a vacation accrual cap of 560 hours, and to reduce that cap by 40 hours each year for four years, concurrent with each fiscal year, until a cap of 400 hours is reached, and in the case of retirement or discontinuation of employment, any accrued hours above the 400 hour cap would not be paid out.

Upon MOTION by Director McVicker, seconded by Director Yoo Schneider, and carried (7-0), the Board revised the action taken on August 18, 2021 to amend the General Manager's Employment

Agreement to include a vacation accrual cap of 560 hours, and to reduce that cap by 40 hours each year for four years, concurrent with each fiscal year, until a cap of 400 hours is reached, and in the case of retirement or discontinuation of employment, any accrued hours above the 400 hour cap would not be paid out. All other terms of the August 18, 2021 action remain in place. Said action was taken by the following roll call vote:

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

## **INFORMATION CALENDAR**

### **GENERAL MANAGER'S REPORT, SEPTEMBER 2021**

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

Mr. Hunter highlighted that the Water Policy dinner would be held on September 30, 2021 (featuring the new MET General Manager Adel Hagekhalil as speaker), the Orange County Water Summit is scheduled for October 15, 2021, and the MET Board retreat is scheduled for September 29-30, 2021.

Mr. Hunter also noted that due to conflicts with the holidays, along with the ACWA Conference (November 30-December 2), and the Colorado River Water Users Association Conference (December 14-16, 2021), President Tamaribuchi is recommending the December Board and Committee meetings be rearranged to accommodate attendance at both conferences. It was noted the Executive Committee would discuss options.

The Board received and filed the report as presented.

## **MWDOC GENERAL INFORMATION ITEMS**

### **a. BOARD OF DIRECTORS**

The Board members each reported on their attendance at the regular (and special) MWDOC Board and Committee meetings. In addition to these meetings, the following reports were made on conferences and meetings attended on behalf of the District. Due to COVID 19, most of the meetings outlined were attended virtually.

Director Nederhood advised that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the Placentia City Council meeting, a meeting with representatives from Yorba Linda Water District, the WACO and WACO Planning meetings, the MET Finance & Insurance Committee meeting, and a community meeting hosted by Supervisor Foley.

Director Dick reported on attending all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the regularly scheduled MET Board and Committee meetings, OC Taxpayers Association meeting, the ISDOC Executive Committee meeting, and separate meetings with MET staff (Marcia Scully, Chairwoman Gray, Adel Hagekhalil, and Deven Upadhyay).

Director McVicker reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the ISDOC Executive Committee meeting, the WACO meeting, the MET Committee meetings, and the OCBC Infrastructure Committee meeting.

Director Seckel advised that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the WACO and WACO Planning meetings, the OC Water Summit planning meetings, a DWR State Water Project Operations seminar regarding fisheries, the San Diego North County Climate Alliance movie premiere entitled "Other Side of the Hill," the Sacramento Press Club meeting wherein Adel Hagekhalil was a panelist, the DWR Climate Change seminar, the South Coast Water District meeting regarding the Doheny Desalination Project, the MET/MWDOC/UCI Climate Change discussion, the Delta Environmental Justice event (sponsored by the Delta Science Program), the California Water Commission, and the Community Meeting hosted by Supervisor Foley. He also noted that he participated in an interview with a Texas A&M masters student regarding desalination, and was interviewed by the UCLA Blue Publication regarding desalination

Director Thomas stated that he attended all of the regularly scheduled MWDOC meetings, (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), two OC Water Summit planning meetings, and the WACO and WACO planning meetings. He advised that he would be attending the Santiago Aqueduct Commission meeting later in the week.

Director Yoo Schneider advised that she attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), a meeting with Frank Ury (SMWD), the California WEA Diversity, Equity and Inclusion Task Force meeting, the AWWA Safe Drinking Water Act Processes Technical Advisory Workgroup meeting, the California WEA Executive Committee, the OC Water Summit planning meetings, the California WEA local section leaders webinar, meetings with MWDOC staff and The Nature Conservancy, the SCWD special and regular Board meetings, the Southern California Gas research meeting regarding the water/energy nexus, the SMWD Committee and Board meetings, the Women In Water event featuring Nicole Morgan, the LBCWD Commission meeting, the San Juan Basin Authority meeting, and preparation meetings for a women of water panel on sustainability, governance, environment, and social issues as part of Climate Week with the University of Pennsylvania Water Center. She also advised that she was asked to participate in a panel for the Rocky Mountain Section of AWWA regarding Diversity, Equity and Inclusion and attended several preparatory meetings for the panel.



Director Tamaribuchi reported on attending the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the regularly scheduled MET Board and Committee meetings, four MWDOC/MET Director meetings, two meetings with staff, two meetings with MWDOC staff and The Nature Conservancy, a meeting with MET former General Manager Ron Gastelum, the MET/MWDOC/UCI Climate Change discussion, a meeting with OC CoastKeepers, and the WACO meeting.

**a. REQUESTS FOR FUTURE AGENDA TOPICS**

Although there were no requests for future agenda topics, SMWD Director Chuck Gibson thanked the Board for their support in his candidacy to the ACWA Region 10 Board.

**ADJOURNMENT**

There being no further business to come before the Board, President Tamaribuchi adjourned the meeting at 9:17 a.m.

Respectfully submitted,

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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**  
September 7, 2021 – 8:30 a.m. to 10:27 a.m.

In accordance with Executive Order N-08-21 issued by Governor Newsom, the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

**Committee:**

Director Yoo Schneider, Chair  
Director Nederhood  
Director Seckel

**Staff:**

Rob Hunter, Heather Baez, Pari Francisco  
Melissa Baum-Haley, Damon Micalizzi  
Maribeth Goldsby, Michelle Decasas,  
Harvey De La Torre, Chris Lingad, Charles  
Busslinger, Rachel Waite, Tina Dubuque, Beth  
Fahl, Joe Berg, Alex Heide, Vicki  
Osborn, Tiffany Baca, Bryce Roberto, Janine  
Schunk, Sarah Wilson, Daniel Harrison

**Also, Present:**

Director Larry Dick  
Director Bob McVicker  
Director Jeff Thomas  
Director Sat Tamaribuchi  
Linda Ackerman, MWDOC MET Dir.  
Dick Ackerman, Ackerman Consulting  
John Lewis, Lewis Consulting Group  
Frank Prewoznik, Irvine Ranch WD

Jim Leach, Santa Margarita WD  
Adam Hutchinson, Orange County WD  
Mike Markus, Orange County WD  
John Kennedy, Orange County WD  
Laura Rocha, Moulton Niguel WD  
Dennis Cafferty, El Toro WD  
Jose Vergara, El Toro WD  
Janet Zimmerman, CV Strategies, Inc.  
Yarib Dheming, Inside the Outdoors  
Megan Couch, San Diego County Water  
Authority  
Peer Swan, Irvine Ranch WD  
Justin McCusker, Santa Margarita WD

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Chairperson 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, Nederhood, Seckel being present, and Directors Dick, Thomas, Tamaribuchi, and McVicker also present. Director Dick left the meeting at 9:10 a.m.

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

**PUBLIC PARTICIPATION**

No comments were received.

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

No items were received too late to be agendized.

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

No items were distributed to the Board less than 72 hours prior to the meeting.

**ACTION ITEM****ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) REGION 10 ELECTION**

Ms. Heather Baez (Governmental Affairs Manager) explained the make-up of the ACWA Region 10 Board, stating Orange County will take over the Chair position. Since Orange County will be taking the chair position, San Diego County will have four committee seats, and Orange County will have three.

She explained that a vote could be put in for the slate (a group of candidates that run in multi-seat or multi-position elections on a common platform.) recommended by the Region 10 Nominating Committee or vote for individual region board members. The slate has recommended Ms. Cathy Green from Orange County Water District, Mr. Chuck Gibson from Santa Margarita Water District, and Mr. George Murdoch from East Orange County Water District.

Chairperson Yoo Schneider noted that there would also be an upcoming election for ACWA President and Vice-President. Ms. Baez confirmed that the ACWA President and Vice-President ballot would be sent to the General Managers and Board Presidents on October 7, 2021.

Director Seckel inquired about the replacement process if Cathy Green is elected as the Region 10 Board chairperson and the ACWA Vice-President. Additionally, Director Nederhood asked if a person was able to hold two positions at the same time. Ms. Baez stated she was unfamiliar with ACWA bylaws but would research that information and provide an answer to the Board.

Upon MOTION by Director Nederhood, seconded by Director Seckel, and carried (3-0), the Committee recommended the Board of Directors approve authorizing President Tamaribuchi to cast the District's ballot for the Nominating Committee's Recommended Slate of candidates for the ACWA Region 10 Board of Directors.

A roll call vote was taken, with Directors Yoo Schneider, Nederhood, and Seckel voting in favor. This item will be presented to the Board on September 15, 2021.

**APPROVAL OF THE COUNTY OF ORANGE JOINT AGREEMENT FOR THE 800MHZ COUNTYWIDE COORDINATED COMMUNICATIONS SYSTEM**

Ms. Vicki Osborn (Director of Emergency Management, WEROC) provided some background on this item, stating that in 2017 WEROC maintained an old low band radio system with many problems. The previous WEROC Director of Emergency Management

received approval for WEROC to be part of the 800 Megahertz Countywide Coordinated Communications System (800 MHz CCCS) with the Sheriff's Department. This allowed WEROC (under MWDOC) and the member agencies to utilize the County-wide 800MHz system. This system allows law, fire, water, wastewater, public works, and lifeguards to be interoperable and speak to each other.

The proposed rewrite of the Joint Agreement establishes the technical, operational, and financial requirements for all agencies participating in the CCCS. The Orange County Board of Supervisors approved the rewrite of the Joint Agreement in June, and now the partners are being asked to sign onto the rewritten agreement.

Upon MOTION by Director Seckel, seconded by Director Nederhood, and carried (3-0), the Committee recommended the Board of Directors approve the General Manager or Director of Emergency Management to execute and sign the rewritten Joint Agreement for the Operation, Maintenance, and Financial Management of the Orange County 800 Megahertz Countywide Coordinated Communications System.

A roll call vote was taken, with Directors Yoo Schneider, Nederhood, and Seckel voting in favor. This item will be presented to the Board on September 15, 2021.

## **DISCUSSION ITEMS**

### **UPDATE ON COVID-19 (ORAL REPORT)**

Ms. Vicki Osborn (Director of Emergency Management, WEROC) provided a COVID-19 update stating that there have been no changes at the State or County level. The focus has been on COVID-19 protocol guidance for the K-12 schools. Guidance was provided on August 18, 2021, regarding indoor events. The guidance states that for an event that has 1000 or more attendees, attendees can no longer self-assess to their vaccination status. Attendees will have to show proof of vaccination or a negative COVID-19 test. Ms. Osborn went on to say that there has been a plateau in positive COVID-19 cases and hospitalizations in Orange County; however, new variants are being monitored.

### **DISCUSSION REGARDING DROUGHT CONDITIONS, ACTIVITIES, AND PUBLIC MESSAGING**

Mr. Rob Hunter (MWDOC General Manager) and Ms. Tiffany Baca (Public Affairs Manager) provided presentations highlighting drought-related condition updates, outreach activities, planning, and member agency feedback.

There was a robust conversation about additions to the drought messaging, i.e., emphasizing outdoor irrigation and the need for maintenance and information specific to Orange County. To make it more personal, adding information on what a person could do each day to conserve water, individual impacts at a regional level, and why water conservation is vital for the targeted audience.

Director Seckel asked if it were possible for staff to obtain California's Residential Gallons per Capita per Day to compare Northern California, Metropolitan Water District of Southern California, and Orange County's residential water use.

President Tamaribuchi asked that a joint letter be developed and sent to Orange County legislators, with as many organizations signing on among them, OCBC, ACC-OCBIA, and Realtors, outlining concerns with a statewide mandatory water reduction. He also stated that he would like the campaign goals to be reduced to three to five to focus more on the accomplishments.

## **INFORMATION ITEMS**

### **MWDOC LEGISLATIVE POLICY PRINCIPLES ANNUAL UPDATE**

Chairwoman Yoo Schneider explained that the MWDOC Legislative Policy Principles are updated annually with input from the MWDOC Board, staff, and member agencies.

Director Seckel suggested the re-organization of the Imported Water Supply section with an addition of a general statement regarding the Colorado River. These updates would ensure that Orange County's imported water sources (Bay-Delta and the Colorado River) are recognized. President Tamaribuchi provided edits that he would like made to the opening paragraph. He also requested that the document be reviewed and further consolidated.

Ms. Heather Baez (Governmental Affairs Manager) stated she would make updates to the document as requested by Director Seckel and President Tamaribuchi and asked if any other Directors had input or comments to please send her an email. Ms. Baez went on to say that after the meeting, the MWDOC Legislative Policy Principles document would be circulated to the member agencies to solicit their input and comments. An announcement would also be made at the Member Agencies Manager Meeting informing them of the process and encouraging their feedback.

The Committee received and filed these reports.

### **LOCAL LEGISLATIVE ACTIVITIES**

- a. County Legislative Report (Lewis)
- b. Legal and Regulatory Report (Ackerman)

The Committee received and filed these reports.

### **METROPOLITAN'S ASSESSED VALUATION FOR MWDOC AND ORANGE COUNTY FOR THE FISCAL YEAR 2021-22**

The Committee received and filed this report.

### **OC WATER SUMMIT UPDATE**

The Committee received and filed this report.

### **SEPTEMBER 30<sup>TH</sup> WATER POLICY DINNER FEATURING METROPOLITAN GM ADEL HAGEKHALIL**

The Committee received and filed this report.

## **UPDATE REGARDING CHOICE SCHOOL PROGRAM**

The Committee received and filed this report.

### **STATUS REPORTS**

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

The Committee received and filed these reports.

**REVIEW OF ISSUES RELATED TO PLANNING OR ENGINEERING PROJECTS, WEROC, WATER USE EFFICIENCY, FACILITY AND EQUIPMENT MAINTENANCE, WATER STORAGE, WATER QUALITY, CONJUNCTIVE USE PROGRAMS, EDUCATION, PUBLIC AFFAIRS PROGRAMS AND EVENTS, PUBLIC INFORMATION PROJECTS, PUBLIC INFORMATION CONSULTANTS, DISTRICT FACILITIES, and MEMBER-AGENCY RELATIONS**

### **ADJOURNMENT**

There being no further business brought before the Committee, Chairperson Yoo Schneider adjourned the meeting at 10:27 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**  
September 8, 2021 – 8:30 a.m. to 9:33 a.m.

In accordance with Executive Order N-08-21 issued by Governor Newsom on June 11, 2021, the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

**A&F Committee:**

Director Bob McVicker  
Director Larry Dick  
Director Jeff Thomas

**Staff:**

Rob Hunter, Alex Heide, Beth Fahl,  
Charles Busslinger, Katie Davanaugh,  
Heather Baez, Hilary Chumpitazi,  
Maribeth Goldsby, Janine Schunk,  
Joe Berg, Michelle DeCasas, Rachel Davis,  
Rachel Waite, Melissa Baum-Haley,  
Sam Fetter, Vicki Osborn, Pari Francisco,  
Daniel Harrison, Harvey De La Torre,  
Damon Micalizzi

**Also Present:**

Director Sat Tamaribuchi  
Director Al Nederhood  
Director Karl Seckel  
Director Megan Yoo Schneider

Linda Ackerman, MWDOC Met Director  
Dennis Erdman, MWDOC Met Director

Dick Ackerman, MWDOC consultant  
Brad Reese, Serrano Water District  
Dennis Cafferty, El Toro Water District  
Greg Mills, Serrano Water District  
Jim Leach, Santa Margarita Water District  
Jose Vergara, El Toro Water District  
Kaden Young, Moulton Niguel Water District  
Kay Havens, El Toro Water District

Mark Monin, El Toro Water District  
Peer Swan, Irvine Ranch Water District  
Saundra Jacobs, Santa Margarita Water Dist.  
Don Froelich, Moulton Niguel Water District  
Jerry Vilander, Serrano Water District  
Will Rogers, PARS  
Jennifer Mesa, PARS  
Keith Stribling, HighMark Capital Management

At 8:30 a.m., Director McVicker called the meeting to order, via the Zoom webinar application. Secretary Goldsby conducted a roll call attendance of the Committee members with Directors McVicker, Thomas and Dick acknowledging attendance for the Committee; and Directors Seckel, Nederhood, Tamaribuchi and Yoo Schneider also present.

Director McVicker outlined the meeting protocol for participation via Zoom.

**PUBLIC COMMENTS**

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**

No items were distributed.

### **PRESENTATION**

#### **OTHER POST-EMPLOYMENT BENEFITS TRUST & PENSION RATE STABILIZATION PROGRAM (PRSP) TRUST CLIENT REVIEW**

Jennifer Meza and Will Rogers from PARS provided an overview of the District's OPEB plan contributions and assets, noting that no distributions have been made from the account. It was noted that the District is approximately 89.25% funded. Demsey Filliger conducts an actuarial evaluation every two years which will be conducted within this fiscal year. Will Rogers also reviewed the District's CalPERS pension funding status, noting that the District is approximately 80% funded.

Keith Stribling provided a review of the District's investment objective, noting that the District's strategy is placed at moderate. He also reviewed the asset allocation and performance of the investments and returns. He also provided an economic review which has an impact on the market, including Coronavirus, Fed liquidity, inflation and other economic factors.

Both Jennifer Meza and Keith Stribling both agreed that the District's funding status for both CalPERS and OPEB are in a good status and generally funded at a higher percentage than many public agencies.

The Committee thanked PARS and Highmark staff for the presentation and update. The report was received and filed.

### **PROPOSED BOARD CONSENT CALENDAR ITEMS**

#### **TREASURER'S REPORT**

- a. Revenue/Cash Receipt Report – August 2021
- b. Disbursement Approval Report for the month of September 2021
- c. Disbursement Ratification Report for the month of August 2021
- d. GM Approved Disbursement Report for the month of August 2021
- e. Consolidated Summary of Cash and Investment – July 2021
- f. OPEB and Pension Trust Fund monthly statement

The Committee reviewed the Treasurer's Report. Upon MOTION by Director Thomas seconded by Director Dick and carried (3-0), the Committee recommended approval of the Treasurer's Report at the September 15, 2021 Board meeting. The vote was taken via roll call with Directors Thomas, Dick and McVicker all voting in favor.

#### **FINANCIAL REPORT - Combined Financial Statements and Budget Comparative for the Period Ending July 31, 2021**

The Committee reviewed the Financial Report. Upon MOTION by Director Thomas seconded by Director Dick and carried (3-0), the Committee recommended approval of the Financial



Report at the September 15, 2021 Board meeting. The vote was taken via roll call with Directors McVicker, Dick, and Thomas all voting in favor.

### **DISCUSSION/INFORMATION ITEM**

#### **MWDOC WATER FACILITIES CORPORATION ANNUAL MEETING**

- a. 2021 Annual Filing of Tax Compliance Reports for the MWDOC Water Facilities Corporation
- b. Annual Reorganization of Board Officers for the MWDOC Water Facilities Corporation

Director Dick requested that a list of Directors who have not served on the MWDOC Water Facilities Corporation Board be provided for consideration at the September 15, 2021 Board meeting. These items were referred to the September 15 Board meeting for action.

### **ACTION ITEMS**

#### **RATIFICATION OF ATTENDANCE AT URBAN WATER INSTITUTE CONFERENCE, SEPTEMBER 8-9, 2021, COSTA MESA**

Upon MOTION by Director Dick seconded by Director Thomas and carried (3-0), the Committee recommended the Board approve/ratify attendance at the Urban Water Institute conference in Costa Mesa on September 8-9, 2021 at the September 15, 2021 Board meeting. The vote was taken via roll call with Directors Thomas, Dick and McVicker all voting in favor.

#### **RATIFICATION FOR EMERGENCY EXPENSE**

Upon MOTION by Director Dick seconded by Director Thomas and carried (3-0), the Committee recommended the Board approve/ratify the emergency expense at the September 15, 2021 Board meeting. The vote was taken via roll call with Directors Thomas, Dick and McVicker all voting in favor.

### **INFORMATION ITEMS**

#### **SOLE SOURCE CONTRACT WITH ACCO RE: AIR HANDLING CONTRACT**

The informational report was received and filed.

#### **INFORMATION RE UPDATED CENSUS DATA/MWDOC DIVISION BOUNDARIES**

Mr. Busslinger and General Manager Hunter reviewed the written staff report, noting that additional review is being conducted by CDR and MWDOC for consideration in division boundary adjustments and the review of census data and other information is on a compressed timeline for completion in February 2022.

#### **DEPARTMENT ACTIVITIES REPORTS**

- a. Administration
- b. Finance and Information Technology

The report was received and filed without comment.

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

The report was received and filed.

**OTHER ITEMS**

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

No matters were presented.

**ADJOURNMENT**

There being no further business brought before the Committee, the meeting was adjourned at 9:33 a.m.

MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF THE  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
jointly with the  
**EXECUTIVE COMMITTEE**  
September 16, 2021, 8:30 a.m. to 9:55 a.m.  
Zoom Webinar Application

**Committee:**

Director Tamaribuchi, President  
Director Yoo Schneider, Vice President  
Director Dick, Immediate Past President

**Staff:**

R. Hunter, M. Goldsby

**Also Present:**

Director Nederhood  
Director Seckel  
Director McVicker  
Director Thomas  
Don Froelich, MNWD  
Chuck Gibson, SMWD  
Jim Leach, SMWD  
Frank Ury, SMWD  
Kristy Khachigian, KK Consulting  
Fred Jung, MET Director/City of Fullerton

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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 REVIEW OF FUTURE AGENDAS**

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

a. Planning & Operations Committee

The Committee asked that an update regarding the request for funding for the WEROC EOC be added to the agenda, and that MWDOC's legislative advocates make this a top priority.

b. Workshop Board Meeting

No new items were added to the agenda.

c. Administration & Finance Committee meeting

Discussion ensued regarding the 2022 Health Benefit Rates, JPIA changes to the retiree health benefits, and the status of the high-deductible health plan. The Committee requested an update on the retiree health benefit changes, and an overview of the high-deductible plan (cost, how many participate, etc.) be added to the agenda.

### **DISCUSSION REGARDING UPCOMING ACTIVITIES OF SIGNIFICANCE**

General Manager Rob Hunter highlighted the September 30, 2021 Water Policy dinner (featuring MET General Manager Hagekhalil), the OC Water Summit, and the progress on the office construction.

### **MEMBER AGENCY RELATIONS**

Responding to an inquiry by Director Seckel, Mr. Hunter reported on the process facilitated by Paul Redvers Brown, noting the process is underway, letters were sent to the agencies, interview questions are being developed, and interview dates scheduled; the Committee requested a copy of the letter sent to the agencies be sent to the Directors.

Also responding to a question by Director Seckel, Mr. Hunter then provided an overview of the status of the SARCCUP process.

### **GENERAL MANAGER'S REPORTS**

Mr. Hunter advised he would be on vacation the week of September 20, 2021.

### **REVIEW AND DISCUSS DISTRICT AND BOARD ACTIVITIES**

Mr. Hunter advised that a Director brought to his attention that the OC Taxpayers Association's Roses & Radishes annual dinner will be held October 7, 2021 and would be honoring Lucy Dunn (who will be retiring from the Orange County Business Council). Discussion ensued regarding whether to authorize attendance at the event, and whether to purchase a table for ten (\$1500) or allow individual attendance (\$150). The Committee requested staff research whether OCBC would be holding a similar event honoring Ms. Dunn, and if not the Committee authorized attendance at the OC Taxpayers Association's Roses & Radishes event, noting that if there were not 10 people interested in attending, individual tickets be purchased for those interested.

President Tamaribuchi then advised that that due to conflicts with the holidays, along with the ACWA Conference (November 30-December 2), and the Colorado River Water Users Association Conference (December 14-16, 2021), he would like to rearrange the Board and Committee schedule for December, to accommodate attendance at both conferences.

Discussion ensued with the Directors generally concurring with the following schedule:

December 6, 2021	Combined Planning & Operation/Administration & Finance Committees
December 8, 2021	Board meeting and Executive Committee meeting

It was noted that the December 1, 2021 Workshop Board meeting had been cancelled earlier in the year.

Discussion was also held regarding the Colorado River Water Users Association Conference with Directors Thomas, Nederhood, and Tamaribuchi indicating they would be attending.

#### **ADJOURNMENT**

There being no further business to be brought before the Committee, the meeting adjourned at 9:12 a.m.

**Municipal Water District of Orange County  
REVENUE / CASH RECEIPT REPORT  
September 2021**

**WATER REVENUES**

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
9/01/2021	Trabuco Canyon Water District	July 2021 Water deliveries	111,668.74
9/03/2021	City of Brea	July 2021 Water deliveries	108,621.02
9/07/2021	City of Buena Park	July 2021 Water deliveries	247,901.18
9/07/2021	City of La Palma	July 2021 Water deliveries	2,104.96
9/07/2021	Santa Margarita Water District	July 2021 Water deliveries	2,878,101.32
9/07/2021	Serrano Water District	July 2021 Water deliveries	198,695.65
9/07/2021	South Coast Water District	July 2021 Water deliveries	527,910.21
9/13/2021	City of Garden Grove	July 2021 Water deliveries	673,569.17
9/13/2021	Laguna Beach County Water District	July 2021 Water deliveries	376,090.43
9/13/2021	El Toro Water District	July 2021 Water deliveries	645,050.55
9/14/2021	City of Orange	July 2021 Water deliveries	1,596,342.58
9/14/2021	City of San Juan Capistrano	July 2021 Water deliveries	631,717.46
9/15/2021	Golden State Water Company	July 2021 Water deliveries	880,547.26
9/15/2021	Irvine Ranch Water District	July 2021 Water deliveries	2,638,346.22
9/15/2021	Moulton Niguel Water District	July 2021 Water deliveries	2,803,301.31
9/15/2021	Orange County Water District	July 2021 Water deliveries	387,228.44
9/15/2021	Yorba Linda Water District	July 2021 Water deliveries	2,356,056.92
9/15/2021	East Orange County Water District	July 2021 Water deliveries	1,164,534.39
9/24/2021	City of Huntington Beach	August 2021 Water deliveries	542,252.32
9/27/2021	City of Newport Beach	August 2021 Water deliveries	223,078.47
9/29/2021	Serrano Water District	August 2021 Water deliveries	198,617.95

**TOTAL WATER REVENUES \$ 19,191,736.55**

**Municipal Water District of Orange County  
REVENUE / CASH RECEIPT REPORT  
August 2021**

**MISCELLANEOUS REVENUES**

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
9/02/2021	Cordoba Corporation	9/30/2021 Water Policy dinner	850.00
9/07/2021	Best, Best and Krieger	9/30/2021 Water Policy dinner	90.00
9/13/2021	Water Systems Consulting, Inc.	9/30/2021 Water Policy dinner	850.00
9/17/2021	Paypal	9/30/2021 Water Policy dinner	8,416.15
9/29/2021	Atkinson, Andelson, Loya, Ruud & Romo	9/30/2021 Water Policy dinner	850.00
9/30/2021	Paypal	9/30/2021 Water Policy dinner	3,532.19
9/02/2021	Patricia Meszaros	September 2021 Retiree Health insurance	40.63
9/07/2021	Karl Seckel	September 2021 Retiree Health insurance	241.40
9/20/2021	Stan Sprague	October 2021 Retiree Health insurance	241.40
9/29/2021	Keith Lyon	October 2021 Retiree Health insurance	271.85
9/20/2021	Igoe and Company Inc	COBRA and Retiree vision insurance	70.98
9/07/2021	US Bank	CAL Card rebate check	395.28
9/30/2021	US Bank	Monthly Interest payment	4.86
9/21/2021	US Bank Custodial Account	National Rural Utilities and Citigroup Interest payment	1,666.67
9/27/2021	US Bank Custodial Account	Barclays Bank Interest payment	2,835.62
9/15/2021	SDRMA	2020-21 Annual Workers Compensation reconciliation refund	344.26
9/20/2021	Moulton Niguel Water District	July 2021 Rotating Nozzle rebate program	140.00
9/13/2021	El Toro Water District	July 2021 Smartimer rebate program	75.00
9/20/2021	Irvine Ranch Water District	July 2021 Smartimer rebate program	3,149.99
9/20/2021	El Toro Water District	May 2021 Smartimer and Turf Removal rebate program	1,722.66
9/10/2021	City of Brea	July 2021 Turf Removal rebate program	111.00
9/10/2021	City of Tustin	July 2021 Turf Removal and Spray to Drip rebate program	666.00
9/13/2021	City of Orange	July 2021 Turf Removal and Spray to Drip rebate program	444.00
9/20/2021	El Toro Water District	May 2021 So Cal Watersmart rebate program	405.00
9/10/2021	City of San Clemente	July 2021 So Cal Watersmart rebate program	375.00
9/20/2021	Irvine Ranch Water District	July 2021 So Cal Watersmart rebate program	110.00
9/20/2021	Moulton Niguel Water District	July 2021 So Cal Watersmart rebate program	3,800.00
9/01/2021	Trabuco Canyon Water District	Water Loss Control Shared Services Year III	3,105.00
9/22/2021	Yorba Linda Water District	Water Loss Control Shared Services Year III	15,840.00
9/27/2021	City of Santa Ana	Water Loss Control Shared Services Year III	990.00
9/10/2021	City of Huntington Beach	Water Loss Control technical assistance - WSO, Inc. Year VI	3,568.00
9/22/2021	Yorba Linda Water District	Water Loss Control technical assistance - WSO, Inc. Year VI	23,680.00
9/27/2021	City of Santa Ana	Water Loss Control technical assistance - WSO, Inc. Year VI	5,804.00
9/03/2021	City of Brea	FY 2021-22 Choice Programs Billing Invoice	15,190.55
9/07/2021	City of Fountain Valley	FY 2021-22 Choice Programs Billing Invoice	11,712.28
9/07/2021	Serrano Water District	FY 2021-22 Choice Programs Billing Invoice	1,340.32
9/09/2021	Mesa Water District	FY 2021-22 Choice Programs Billing Invoice	50,134.81
9/10/2021	City of Westminster	FY 2021-22 Choice Programs Billing Invoice	23,686.07
9/13/2021	City of Garden Grove	FY 2021-22 Choice Programs Billing Invoice	16,041.01
9/13/2021	Golden State Water Company	FY 2021-22 Choice Programs Billing Invoice	2,072.39
9/13/2021	Laguna Beach County Water District	FY 2021-22 Choice Programs Billing Invoice	1,888.03
9/15/2021	East Orange Co Water District	FY 2021-22 Choice Programs Billing Invoice	1,393.41
9/15/2021	Trabuco Canyon Water District	FY 2021-22 Choice Programs Billing Invoice	34,683.12
9/17/2021	City of Huntington Beach	FY 2021-22 Choice Programs Billing Invoice	60,956.82
9/17/2021	City of Seal Beach	FY 2021-22 Choice Programs Billing Invoice	2,560.51
9/17/2021	City of Tustin	FY 2021-22 Choice Programs Billing Invoice	31,227.47
9/20/2021	City of La Habra	Fy 2021-22 Choice Programs Billing Invoice	14,186.27
9/20/2021	Moulton Niguel Water District	FY 2021-22 Choice Programs Billing Invoice	163,209.80
9/20/2021	Santa Margarita Water District	FY 2021-22 Choice Programs Billing Invoice	91,206.53
9/20/2021	South Coast Water District	FY 2021-22 Choice Programs Billing Invoice	108,699.14
9/24/2021	City of San Clemente	FY 2021-22 Choice Programs Billing Invoice	31,799.89
9/27/2021	City of La Palma	FY 2021-22 Choice Programs Billing Invoice	1,971.61
9/27/2021	City of Orange	FY 2021-22 Choice Programs Billing Invoice	35,640.54
9/20/2021	Moulton Niguel Water District	WEEA Sponsorship FY 2021-22	2,500.00
9/22/2021	Western Municipal Water District	WEEA Sponsorship FY 2021-22	1,000.00
9/29/2021	Los Angeles Department of Water and Power	WEEA Sponsorship FY 2021-22	5,000.00
9/15/2021	Orange County Water District	WEROC Funding for FY 2021-22	130,173.00

**TOTAL MISCELLANEOUS REVENUES \$ 922,960.51**  
**TOTAL REVENUES \$ 20,114,697.06**

  
Robert J. Hunter, General Manager

  
Hilary Chumpitazi, Treasurer

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of October 2021**

<b>Vendor/ Invoice</b>	<b>Description</b>	<b>Amount to Pay</b>
<b>ABSG Consulting Inc</b>		
5107544	August 2021 Owner's Representative and relocation services for MWDOC office remodel	24,221.90
***Total***		<u>24,221.90</u>
<b>ACCO Engineered Systems Inc</b>		
20158239	9/1-11/30/21 HVAC Preventative Maintenance	1,014.00
20166332	Installation of bipolar ionization for the HVAC system	8,917.05
***Total***		<u>9,931.05</u>
<b>Richard C Ackerman</b>		
1314	Sept. 2021 Legal Consulting on Water Issues	2,550.00
***Total***		<u>2,550.00</u>
<b>ACWA</b>		
10122	2022 Annual membership dues	23,705.00
***Total***		<u>23,705.00</u>
<b>Aleshire &amp; Wynder LLP</b>		
63666	August 2021 Legal Services	1,640.50
***Total***		<u>1,640.50</u>
<b>Best Best and Krieger LLP</b>		
913923	July 2021 Services for State legislative advocacy	8,000.00
55401-AUG21	August 2021 Legal Services	28,869.14
914354	August 2021 Services for State legislative advocacy	8,000.00
***Total***		<u>44,869.14</u>
<b>The Brattle Group Inc</b>		
63781	July 2021 Services for the Economic Benefit Studies and Modeling Work	6,250.00
63782	August 2021 Services for the Economic Benefit Studies and Modeling Work	11,750.00
***Total***		<u>18,000.00</u>
<b>CDW Government</b>		
K818687	Crowdstrike Malware end point protection for one year - Emergency purchase	42,562.32
***Total***		<u>42,562.32</u>
<b>Hunter T Cook</b>		
93021	July-Sept. 2021 Retiree medical premium	1,536.00
***Total***		<u>1,536.00</u>
<b>Costco Wholesale</b>		
547157783	Costco annual membership renewal	120.00
***Total***		<u>120.00</u>



**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of October 2021**

<b>Vendor/ Invoice</b>	<b>Description</b>	<b>Amount to Pay</b>
<b>Edward G Means III</b>		
MWDOC-1097	Sept. 2021 MET issues & strategic guidance to staff	1,562.50
MWDOC-1302	Sept. 2021 East Orange County Feeder #2 Emergency Pilot Project Consulting Services	687.50
***Total***		<u>2,250.00</u>
<b>GovConnection Inc</b>		
71862183	Smartnet annual maintenance renewal for Cisco router and switch	770.35
***Total***		<u>770.35</u>
<b>Hashtag Pinpoint Corporation</b>		
1472	Bolsa Chica Virtual Tour Videos	2,950.00
1480	Sept. 2021 Social Media consultation & service	7,913.00
***Total***		<u>10,863.00</u>
<b>IDS Group Inc</b>		
18X093.02-9	July 2021 Seismic retrofit design and project support MWDOC office remodel	2,712.50
18X093.0-15	August 2021 Seismic retrofit design and project support MWDOC office remodel	6,800.00
18X093.2-10	August 2021 Seismic retrofit design and project support MWDOC office remodel	1,117.09
***Total***		<u>10,629.59</u>
<b>Lawnscape Systems Inc</b>		
422342	9/21/21 Landscape Maintenance for Atrium	495.00
***Total***		<u>495.00</u>
<b>Phil Letrong</b>		
93021	July-Sept. 2021 Retiree medical premium	445.50
***Total***		<u>445.50</u>
<b>Lewis Consulting Group</b>		
2021-128	September 2021 Consulting services	3,687.50
***Total***		<u>3,687.50</u>
<b>Keith Lyon</b>		
93021	July-Sept. 2021 Retiree medical premium	891.00
***Total***		<u>891.00</u>
<b>Mega Maids Cleaning Service</b>		
12060	September 2021 Cleaning services for COVID-19 prevention	540.00
***Total***		<u>540.00</u>
<b>Natural Resource Results LLC</b>		
3583	Sept. 2021 Federal legislative advocacy services	8,000.00
***Total***		<u>8,000.00</u>

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of October 2021**

<b>Vendor/ Invoice</b>	<b>Description</b>	<b>Amount to Pay</b>
<b>NDS</b>		
789423	8/27/21 Board packet delivery service	186.50
790026	9/3/21 Board packet delivery service	186.50
790328	9/10/21 Board packet delivery service	186.50
***Total***		<u>559.50</u>
<b>Jeffrey Haugh</b>		
09232021-01	Sept. 2021 Fire protection engineering services for MWDOC office remodel	5,750.00
***Total***		<u>5,750.00</u>
<b>Office Depot Inc</b>		
194619748001	9/9/21 Office supplies	24.39
194089549001	9/13/21 Office supplies	126.97
2525863888	Printing for 9/30/21 Water Policy Forum and Dinner	261.28
2526104864	Printing for 9/30/21 Water Policy Forum and Dinner	1.23
***Total***		<u>413.87</u>
<b>Office Solutions</b>		
I-01919841	9/28/21 Office supplies	75.78
***Total***		<u>75.78</u>
<b>Optima RPM Inc</b>		
5000422	Sept. 2021 Construction services for MWDOC office seismic improvements and remodel	104,027.08
***Total***		<u>104,027.08</u>
<b>Orange Coast Plumbing Inc</b>		
24685	Drain descaling, clean out, and camera at MWDOC office	1,705.48
***Total***		<u>1,705.48</u>
<b>Orange County Water District</b>		
23448	August 2021 Postage, shared office and maintenance expense	6,168.58
***Total***		<u>6,168.58</u>
<b>PeopleSpace</b>		
DEPSO1030921.1	40% Payment upon shipment on purchase of furniture for Phase 3 of MWDOC office remodel	57,063.24
INV52195	Final payment on furniture for Phase 1 & 2 of MWDOC office remodel	11,762.18
INV52720	Final payment on additional furniture for Phase 1 & 2 of MWDOC office remodel	1,000.06
***Total***		<u>69,825.48</u>
<b>Resilient Communications</b>		
802761	Replacement power injector for wireless access point	140.78
***Total***		<u>140.78</u>

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of October 2021**

<b>Vendor/ Invoice</b>	<b>Description</b>	<b>Amount to Pay</b>
<b>Karl Seckel</b>		
100121	Oct. 2021 Retiree medical premium	657.60
***Total***		<u>657.60</u>
<b>Joey C Soto</b>		
2021-MWDOC-GA- AUG-43	August 2021 Grant Research and Acquisition services	3,250.00
2021-MWDOC-GA- SEP-45	Sept. 2021 Grant Research and Acquisition services	3,250.00
***Total***		<u>6,500.00</u>
<b>SPS Data Communications</b>		
92118	Sept. 2021 Data Cables and Data jacks preparation and installation for MWDOC office remodel	1,275.00
***Total***		<u>1,275.00</u>
<b>USA Fact, Inc</b>		
1093132	Sept. 2021 Background check for new hire	40.06
***Total***		<u>40.06</u>
<b>Water Systems Optimization Inc</b>		
2069	Sept. 2021 Technical Assistance Program services for Water Loss Control	33,870.00
2071	Sept. 2021 Services for Water Loss Control Shared Services template development	1,540.00
***Total***		<u>35,410.00</u>
<b>Total Core Expenditures</b>		<u>440,257.06</u>
<b>Choice Expenditures:</b>		
<b>Building Block Entertainment Inc</b>		
3451-3	Sept. 2021 Choice Elementary School Program K-2	3,600.00
***Total***		<u>3,600.00</u>
<b>Orange County Water District</b>		
23448	August 2021 Postage for Water Use Efficiency rebate programs	21.93
***Total***		<u>21.93</u>
<b>Westerly Meter Service Co-Lane M Matsuno</b>		
16915	Sept. 2021 Meter Accuracy Testing for Trabuco Canyon Water District	4,405.86
***Total***		<u>4,405.86</u>
<b>Total Choice Expenditures</b>		<u>8,027.79</u>

**Municipal Water District of Orange County  
Disbursement Approval Report  
For the month of October 2021**

Vendor/ Invoice	Description	Amount to Pay
<b>Other Funds Expenditures:</b>		
<b>EcoTech Services Inc</b>		
2039	August 2021 Landscape Design and Maintenance Assistance programs	6,360.25
***Total***		<u>6,360.25</u>
<b>Flume Inc</b>		
1235	7/1/21-9/13/21 Residential End Use Study services	58,181.25
***Total***		<u>58,181.25</u>
<b>Herndon Solutions Group LLC</b>		
INV-0000001568	August 2021 Services to assist with America's Water Infrastructure Act compliance	23,507.75
***Total***		<u>23,507.75</u>
<b>Large Plumbing</b>		
25730	August 2021 Services for Pressure Regulating Valve program	985.00
***Total***		<u>985.00</u>
<b>Lighthouse Fire Protection</b>		
26823	Fire extinguisher services and annual tagging at S. EOC	100.00
***Total***		<u>100.00</u>
<b>Mission RCD</b>		
3044	August 2021 Field inspection and verification for Water Use Efficiency rebate programs	11,536.67
3054	Sept. 2021 Field inspection and verification for Water Use Efficiency rebate programs	7,768.23
***Total***		<u>19,304.90</u>
<b>Joey C Soto</b>		
2021-MWDOC-SA- AUG-44	August 2021 Grant Administration Services for Prop 1 North	2,961.75
2021-MWDOC-SA- SEP-46	Sept. 2021 Grant Administration Services for Prop 1 North	495.00
***Total***		<u>3,456.75</u>
<b>Total Other Funds Expenditures</b>		<u>111,895.90</u>
<b>Total Expenditures</b>		<u><u>560,180.75</u></u>

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the Month of September 2021**

<b>Name/ Date</b>	<b>Check/ EFT</b>	<b>Invoice</b>	<b>Description</b>	<b>Amount</b>
<b>Core Disbursements:</b>				
<b>Corodata Records Management Inc</b>				
9/30/2021	EFT	RS4727912	August 2021 Records Storage Fees	52.25
<b>***Total***</b>				<b>52.25</b>
<b>Rachel Davis</b>				
9/30/2021	EFT	70121	July 2021 Business expense	100.00
<b>***Total***</b>				<b>100.00</b>
<b>Al Nederhood</b>				
9/30/2021	EFT	82321	August 2021 Business expense	4.03
<b>***Total***</b>				<b>4.03</b>
<b>Ricoh USA Inc</b>				
9/30/2021	EFT	5062708307	6/1-8/31/21 Ricoh copier maintenance	725.81
<b>***Total***</b>				<b>725.81</b>
<b>Judy Roberts</b>				
9/30/2021	EFT	73121	July 2021 Business expense	26.34
<b>***Total***</b>				<b>26.34</b>
<b>Spectrum Business</b>				
9/15/2021	140466	343564091021	Sept. 2021 Telephone expense for 1 analog fax line	39.99
9/07/2021	140449	375210083021	Sept. 2021 Telephone and internet expense	1,411.54
<b>***Total***</b>				<b>1,451.53</b>
<b>US Bank</b>				
9/30/2021	140485	0208-AUG21	7/23/21-8/23/21 Cal Card Charges - GM	835.33
9/30/2021	140485	4192-AUG21	7/23/21-8/23/21 Cal Card Charges - PA	2,669.19
9/30/2021	140485	4279-AUG21	7/23/21-8/23/21 Cal Card Charges - Gen	9,610.08
<b>***Total***</b>				<b>13,114.60</b>
<b>Verizon Wireless</b>				
9/07/2021	140450	9886948284	August 2021 4G Mobile broadband unlimited service	114.03
<b>***Total***</b>				<b>114.03</b>
<b>Total Core Disbursements</b>				<b>15,588.59</b>

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the Month of September 2021**

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Choice Disbursements:</b>				
<b>City of San Juan Capistrano</b>				
9/15/2021	140464	16852	Refund prior year credit balance after Choice Programs FY 21-22 billing	4,126.97
<b>***Total***</b>				<b>4,126.97</b>
<b>US Bank</b>				
9/30/2021	140485	4279-AUG21	7/23/21-8/23/21 Cal Card Charges - Gen	436.26
<b>***Total***</b>				<b>436.26</b>
<b>US Bank Voyager Fleet Systems</b>				
9/15/2021	EFT	8694349932135	7/25/21-8/24/21 Fuel for Water Loss Control Shared Services vehicles	240.24
<b>***Total***</b>				<b>240.24</b>
<b>Total Choice Disbursements</b>				<b>4,803.47</b>
<b>Other Funds Disbursements:</b>				
<b>AT&amp;T</b>				
9/15/2021	140452	291831812-SEP21	Sept. 2021 U-Verse internet service for WEROC N. EOC	64.20
<b>***Total***</b>				<b>64.20</b>
<b>AT&amp;T</b>				
9/15/2021	140453	16954893	August 2021 Telephone expense for WEROC N. & S. EOC	385.41
9/15/2021	140453	16954894	August 2021 Telephone expense for WEROC N. EOC	116.16
<b>***Total***</b>				<b>501.57</b>
<b>Mesa Water District</b>				
9/15/2021	EFT	10574	July 2021 Credit for Local Resources program	82,176.00
<b>***Total***</b>				<b>82,176.00</b>
<b>Metropolitan Water District</b>				
9/30/2021	WIRE	10504	July 2021 Water deliveries	20,428,445.37
<b>***Total***</b>				<b>20,428,445.37</b>
<b>Santa Margarita Water District</b>				
9/30/2021	EFT	JUL2021	July 2021 SCP Pipeline Operation Surcharge	32,428.94
<b>***Total***</b>				<b>32,428.94</b>

**Municipal Water District of Orange County  
Disbursement Ratification Report  
For the Month of September 2021**

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Santiago Aqueduct Commission</b>				
9/30/2021	140484	JUL2021	July 2021 SAC Pipeline Operation Surcharge	2,602.43
***Total***				<u>2,602.43</u>
<b>Spray to Drip Rebate</b>				
9/29/2021	140474	S2D4-R-IRWD-42640-18106	R. Kumaran	227.72
9/29/2021	140479	S2D4-R-O-42162-18009	M. Odeh	297.50
***Total***				<u>525.22</u>
<b>Turf Rebate</b>				
9/29/2021	140471	TR13-R-MESA-39206-38077	M. Eichenbaum	4,779.00
9/29/2021	140469	TR13-R-O-39709-38538	M. Brown	1,912.00
9/29/2021	140470	TR14-C-MNT-26835-40572	East Nine Condominium Assoc. (Laguna Niguel)	38,214.00
9/29/2021	140473	TR14-R-FV-42412-41124	J. Horner	368.00
9/29/2021	140477	TR14-R-HB-41926-40664	N. McDonald	858.00
9/29/2021	140468	TR14-R-HB-42340-41053	R. Bird	1,161.08
9/29/2021	140480	TR14-R-IRWD-41857-40594	G. Tsudik	1,218.00
9/29/2021	140475	TR14-R-IRWD-42136-40876	R. Kumaran	1,924.00
9/29/2021	140478	TR14-R-IRWD-42471-41177	B. Ngo	592.60
9/29/2021	140472	TR14-R-MNT-41674-40435	C. Hall	3,650.00
9/29/2021	140476	TR15-R-MNT-42724-41398	G. Madrigal	1,412.00
***Total***				<u>56,088.68</u>
<b>US Bank</b>				
9/30/2021	140485	6066-AUG21	7/23/21-8/23/21 Cal Card Charges - WEROC	1,442.69
***Total***				<u>1,442.69</u>
<b>Verizon Wireless</b>				
9/07/2021	140450	9886948284	August 2021 4G Mobile broadband unlimited service	76.02
***Total***				<u>76.02</u>
<b>Total Other Funds Disbursements</b>				<u>20,604,351.12</u>
<b>Total Disbursements</b>				<u><u>20,624,743.18</u></u>



Robert J. Hunter, General Manager



Hilary Chumpitazi, Treasurer

**Cal Card Charges**  
**Statement Date: August 23, 2021**  
**Payment Date: September 30, 2021**

Date	Description	Amount
<b>R. Hunter Card:</b>		
8/09/2021	Copies for Special District Files	142.50
8/16/2021	Urban Water Institute Fall conference in Costa Mesa, CA from Sept. 8-9, 2021 - Registration for Director Thomas	325.00
8/18/2021	Urban Water Institute Fall conference in Costa Mesa, CA from Sept. 8-9, 2021 - Registration for Director Nederhood	325.00
8/20/2021	R. Hunter business breakfast meeting	42.83
	<b>Total:</b>	<b>835.33</b>
<b>C. Harris Card:</b>		
7/20/2021	Three laptops for Board meetings	2,491.43
7/21/2021	CAPIO 2021 Annual conference in North Tahoe, CA from Nov. 2-5, 2021 - Airfare for T. Baca and S. Wilson	417.92
7/21/2021	Two laptops for Board meetings	1,660.96
7/23/2021	Laptop bags and headsets for Directors' laptops	402.98
7/23/2021	Bluetooth headsets for staff	271.80
7/24/2021	6/25-7/24/21 Web hosting service for MWDOC website	15.65
7/26/2021	Advanced PowerPoint training - Registration for C. Hernandez	179.00
7/27/2021	7/29/21 Water Loss Control instant soap	62.43
7/29/2021	Financial Analyst/Database Analyst recruitment job posting	150.00
7/30/2021	1,000 Landscape flags for Water Use Efficiency	234.49
8/03/2021	Analyst/Database Analyst recruitment job posting (paid 8/31/21 check 0140441)-Refund issued 9/7/21	275.00
8/09/2021	Cameras and headsets for staff	990.07
8/12/2021	Microsoft technical support one time fee	499.00
8/13/2021	NEMAA Ventura Cohort: 454 in Oxnard, CA from August 9-13, 2021 - Accommodations for D. Harrison	1,034.60
8/13/2021	August 2021 Subscription for prework screening for COVID-19 prevention	175.56
8/14/2021	UPS shipping charge on 8/14/21 for correlator battery replacement by Water Loss Control Shared Services	139.34
8/17/2021	One ESRI Basic annual license renewal for WUE	700.00
8/17/2021	Printer toner cartridges for MWDOC office printers	173.67
8/18/2021	WaterSmart Innovations conference in Las Vegas, NV from Oct. 6-7, 2021 - Airfare for J. Berg	97.97
8/20/2021	Sympathy flowers for staff member	74.47
	<b>Total:</b>	<b>10,046.34</b>



**Cal Card Charges**  
**Statement Date: August 23, 2021**  
**Payment Date: September 30, 2021**

Date	Description	Amount
<b>Public Affairs Card:</b>		
7/22/2021	NeverBounce.com subscription for database contacts	225.00
7/29/2021	Asian American Architects and Engineers Association sponsorship for Women Leaders in Water event on July 29, 2021	250.00
7/30/2021	CAPIO Annual membership renewal for S. Wilson	275.00
8/02/2021	8/2/21-9/1/21 Zoom Video Communications monthly fee with audio licenses	124.95
8/03/2021	August 2021 Public Storage Unit for Public Affairs	294.00
8/04/2021	Goin Native sponsorship	1,000.00
8/13/2021	8/13/21 USPS to mail J. Kightlinger's speaker gift from Water Policy Forum & Dinner on 7/14/21	11.24
8/17/2021	Clutter deposit to move Ricky Books from Discovery Cube to Orange County Dept. of Education for Choice School Program	51.90
8/21/2021	Clutter balance due to move Ricky Books from Discovery Cube to Orange County Dept. of Education for Choice School Program	437.10
<b>Total:</b>		<b>2,669.19</b>

**WEROC Card:**

7/19/2021	HVAC repair of control board and annual service at EOC	1,054.00
7/27/2021	Breakfast for WEROC EOC Section training at Yorba Linda Water District on 7/27/2021	37.58
7/28/2021	Breakfast for WEROC EOC Section training at Yorba Linda Water District on 7/28/2021	27.89
8/19/2021	WEROC office supplies	323.22
<b>Total:</b>		<b>1,442.69</b>

**Municipal Water District of Orange County  
GM Approved Disbursement Report <sup>(1)</sup>  
For the Month of September 2021**

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Core Disbursements:</b>				
<b>PeopleSpace</b>				
9/30/2021	EFT	DEPSO1035162.1	40% Payment upon shipment on purchase of WEROC office furniture for MWDOC office remodel	5,539.53
9/30/2021	EFT	DEPSO1035214.1	40% Payment upon shipment on purchase of Phase 1 office furniture for MWDOC office remodel	2,947.78
9/21/2021	EFT	DPESO1030920.1	40% Payment upon shipment on purchase of office furniture for MWDOC office remodel	47,048.71
9/21/2021	EFT	INV49121	Final payment on purchase of office furniture for MWDOC office remodel	21,068.33
<b>***Total***</b>				<b>76,604.35</b>
<b>Total Core Disbursements</b>				<b>76,604.35</b>
<b>Choice Disbursements:</b>				
<b>Total Choice Disbursements</b>				-
<b>Other Funds Disbursements:</b>				
<b>Total Other Funds Disbursements</b>				-
<b>Total Disbursements</b>				<b>76,604.35</b>

  
Robert J. Hunter, General Manager

  
Hilary Chumpitazi, Treasurer

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



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

August 31, 2021

Street Address:  
18700 Ward Street  
Fountain Valley, California 92708

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

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

Sat Tamaribuchi  
President

Megan Yoo Schneider, P.E.  
Vice President

Al Nederhood  
Director

Larry D. Dick  
Director

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

Karl W. Seckel, P.E.  
Director

Jeffery M. Thomas  
Director

Robert J. Hunter  
General Manager

## MEMBER AGENCIES

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

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

Fund	Book Value	% of Portfolio
<b>Designated Reserves</b>		
General Operations	\$3,738,505	17.86%
Grant & Project Cash Flow	1,500,000	7.17%
Election Expense	1,333,000	6.37%
Building Repair	436,542	2.09%
OPEB	297,147	1.42%
<b>Total Designated Reserves</b>	<b>7,305,194</b>	<b>34.91%</b>
General Fund	9,524,004	45.51%
Water Fund	3,470,958	16.58%
Conservation Fund	(721,331)	(3.45%)
WEROC Fund	1,331,134	6.36%
Trustee Activities	18,904	0.09%
<b>Total</b>	<b>\$20,928,863</b>	<b>100.00%</b>

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	0.49%	\$102,130	\$102,130
Short-term investment			
• LAIF	32.14%	6,726,719	6,726,719
• OCIP	52.56%	10,999,779	10,999,779
Long-term investment			
• US Government Issues	1.19%	249,890	249,715
• Corporate Bond	6.69%	1,400,345	1,387,265
• Certificates of Deposit	6.93%	1,450,000	1,507,311
<b>Total</b>	<b>100.00%</b>	<b>\$20,928,863</b>	<b>\$20,972,919</b>

The average number of days to maturity/call as of August 31, 2021 equaled 87 and the average yield to maturity is 0.613%. During the month, the District's average daily balance was \$31,016,186.15. Funds were invested in US Bank Money Market, Negotiable Certificate of Deposits, Corporate Bonds, US Government Issues, the Local Agency Investment Funds (LAIF) and the Orange County Investment Pool (OCIP) during the month of August 2021.

The \$44,056 difference between the book value and the market value on August 31, 2021 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 August 31, 2021

8/31/2021	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,450,000.00	1,507,311.00	1,450,000.00	6.96	921	2.440
Corporate Bond	1,400,000.00	1,387,265.50	1,400,344.67	6.72	314	1.341
US Government Issues	250,000.00	249,715.00	249,890.25	1.20	87	0.860
Local Agency Investment Funds	6,726,718.58	6,726,718.58	6,726,718.58	32.30	1	0.216
Orange County Investment Pool	10,999,778.79	10,999,778.79	10,999,778.79	52.82	1	0.517
<b>Total Investments</b>	<b>20,826,497.37</b>	<b>20,870,788.87</b>	<b>20,826,732.29</b>	<b>100.00</b>	<b>87</b>	<b>0.613</b>
<b>Cash</b>						
Cash	102,130.41	102,130.41	102,130.41		1	0.00
<b>Total Cash and Investments</b>	<b>20,928,627.78</b>	<b>20,972,919.28</b>	<b>20,928,862.70</b>		<b>87</b>	<b>0.613</b>

<b>Total Earnings</b>	<b>Month Ending August</b>	<b>Fiscal Year to Date</b>
Current Year	12,068.46	23,259.26
Average Daily Balance	31,016,186.15	
Effective Rate of Return	0.613%	

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 months' 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

10-7-21

Hilary Chumipitazi

Hilary Chumipitazi, Treasurer

Date

10/07/2021

## Portfolio Management

## Long-Term Portfolio Details - Investments

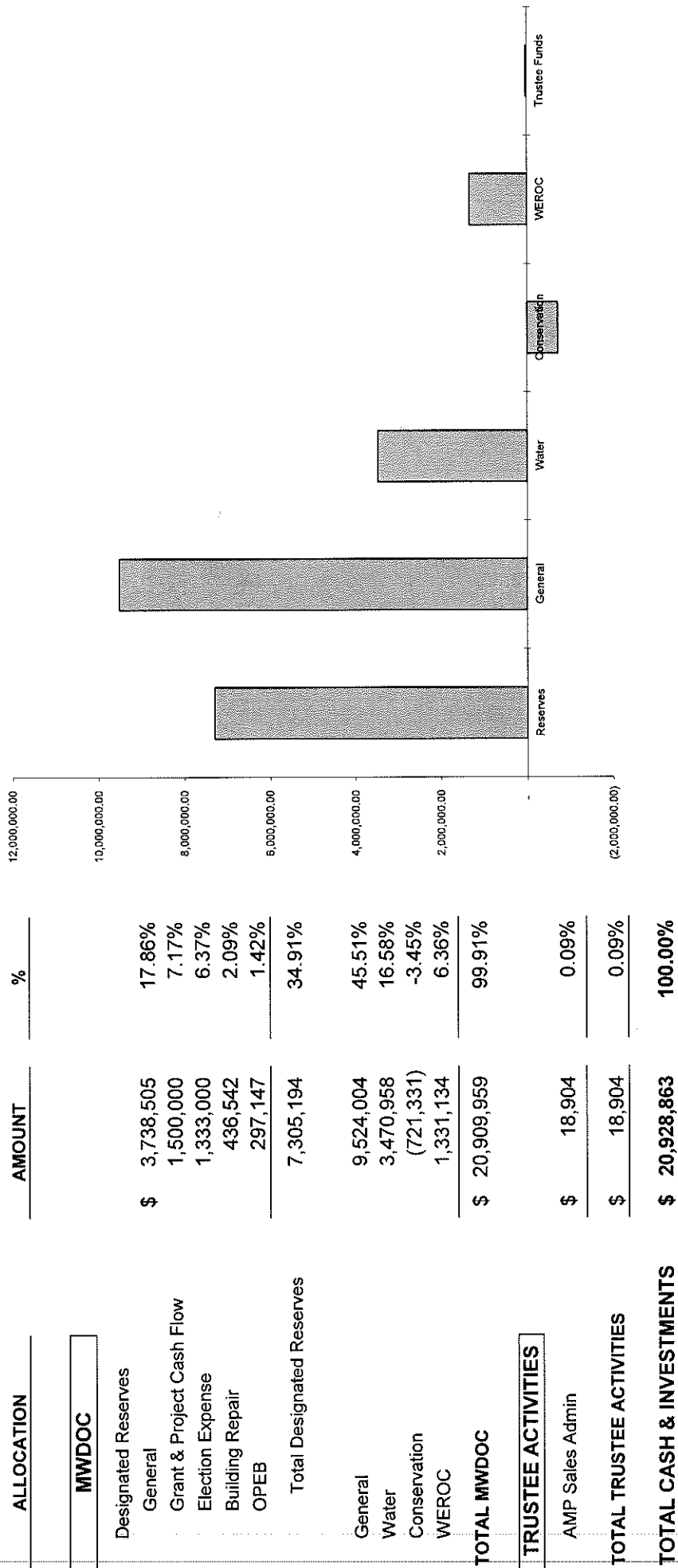
**August 31, 2021**

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**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**  
**Portfolio Management**  
**Short-Term Portfolio Details - Cash and Investments**  
**August 31, 2021**

Investments	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
<b>Local Agency Investment Funds</b>									
LAIF LGIP	LAIF	6/30/2010	6,726,718.58	6,726,718.58	6,726,718.58	0.216	0.216	1	N/A
<b>Sub Total</b>			<b>6,726,718.58</b>	<b>6,726,718.58</b>	<b>6,726,718.58</b>	<b>0.216</b>	<b>0.216</b>	<b>1</b>	
<b>Orange County Investment Pool</b>									
County of Orange LGIP	OCIP	6/29/2005	10,999,778.79	10,999,778.79	10,999,778.79	0.517	0.517	1	N/A
<b>Sub Total</b>			<b>10,999,778.79</b>	<b>10,999,778.79</b>	<b>10,999,778.79</b>	<b>0.517</b>	<b>0.517</b>	<b>1</b>	
<b>Total Investments</b>			<b>17,726,497.37</b>	<b>17,726,497.37</b>	<b>17,726,497.37</b>	<b>0.403</b>	<b>0.403</b>		
<b>Cash</b>									
Petty Cash Cash	CASH	7/1/2010	500.00	500.00	500.00	0.000	0.000	1	N/A
US Bank Cash	CASHUSBANK	7/25/2018	101,630.41	101,630.41	101,630.41	0.000	0.000	1	N/A
<b>Total Cash</b>			<b>102,130.41</b>	<b>102,130.41</b>	<b>102,130.41</b>	<b>0.000</b>	<b>0.000</b>	<b>1</b>	
<b>Total Cash and Investments</b>			<b>17,828,627.78</b>	<b>17,828,627.78</b>	<b>17,828,627.78</b>	<b>0.403</b>	<b>0.403</b>	<b>1</b>	
<b>Total Earnings</b>									
Current Year			7,368.19		13,702.50				

# Municipal Water District of Orange County Cash and Investments at August 31, 2021



**MUNICIPAL WATER DIST OF ORANGE COUNTY**  
**PARS Post-Employment Benefits Trust****Account Report for the Period**  
**8/1/2021 to 8/31/2021**Rob Hunter  
General Manager  
Municipal Water Dist of Orange County  
18700 Ward Street  
Fountain Valley, CA 92708**Account Summary**

Source	Balance as of 8/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 8/31/2021
OPEB	\$2,793,069.52	\$0.00	\$33,179.40	\$1,384.91	\$0.00	\$0.00	\$2,824,864.01
PENSION	\$777,052.09	\$207,000.00	\$10,420.97	\$385.29	\$0.00	\$0.00	\$994,087.77
<b>Totals</b>	<b>\$3,570,121.61</b>	<b>\$207,000.00</b>	<b>\$43,600.37</b>	<b>\$1,770.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,818,951.78</b>

**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	1.19%	2.84%	17.04%	10.32%	9.55%	-	10/26/2011
PENSION	1.16%	2.81%	17.01%	10.29%	-	-	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, 2021 THRU AUGUST 31, 2021**

**Municipal Water District of Orange County  
Combined Balance Sheet  
As of August 31, 2021**

	<u><b>Amount</b></u>
<b><u>ASSETS</u></b>	
Cash in Bank	102,130.41
Investments	20,826,732.29
Accounts Receivable	40,751,665.38
Accounts Receivable - Other	238,560.00
Accrued Interest Receivable	28,166.21
Prepays/Deposits	402,715.00
Leasehold Improvements	6,059,805.67
Furniture, Fixtures & Equipment	780,261.60
Less: Accumulated Depreciation	<u>(3,490,464.45)</u>
<b>TOTAL ASSETS</b>	<b><u>65,699,572.11</u></b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>	
<b><u>LIABILITIES</u></b>	
Accounts Payable	40,835,254.36
Accounts Payable - Other	64.82
Accrued Salaries and Benefits Payable	626,045.36
Other Liabilities	2,466,006.23
Unearned Revenue	<u>443,410.26</u>
<b>TOTAL LIABILITIES</b>	<b><u>44,370,781.03</u></b>
<b><u>FUND BALANCES</u></b>	
<b><u>Restricted Fund Balances</u></b>	
Water Fund - T2C	<u>1,033,847.70</u>
Total Restricted Fund Balances	<u>1,033,847.70</u>
<b><u>Unrestricted Fund Balances</u></b>	
<b><u>Designated Reserves</u></b>	
General Operations	3,738,505.00
Grant & Project Cash Flow	1,500,000.00
Election Expense	1,333,000.00
Building Repair	436,542.00
OPEB	<u>297,147.00</u>
Total Designated Reserves	<u>7,305,194.00</u>
General Fund	3,566,614.99
General Fund Capital	964,158.72
WEROC Capital	159,687.58
WEROC	<u>246,196.60</u>
Total Unrestricted Fund Balances	<u>12,241,851.89</u>
<b><u>Excess Revenue over Expenditure</u></b>	
Operating Fund	7,968,963.73
Other Funds	<u>84,127.76</u>
<b>TOTAL FUND BALANCES</b>	<b><u>21,328,791.08</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u>65,699,572.11</u></b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**July 1, 2021 thru August 31, 2021**

	<u>Month to Date</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% Used</u>	<u>Encumbrance</u>	<u>Budget Remaining</u>
<b><u>REVENUES</u></b>						
Retail Connection Charge	0.00	8,357,232.00	8,357,232.00	100.00%	0.00	0.00
Ground Water Customer Charge	0.00	335,385.00	335,385.00	100.00%	0.00	0.00
<b>Water Rate Revenues</b>	<b>0.00</b>	<b>8,692,617.00</b>	<b>8,692,617.00</b>	<b>100.00%</b>	<b>0.00</b>	<b>0.00</b>
Interest Revenue	11,963.20	23,015.20	220,000.00	10.46%	0.00	196,984.80
<b>Subtotal</b>	<b>11,963.20</b>	<b>8,715,632.20</b>	<b>8,912,617.00</b>	<b>97.79%</b>	<b>0.00</b>	<b>196,984.80</b>
Choice Programs	1,224,457.91	1,226,722.91	1,619,194.00	75.76%	0.00	392,471.09
Miscellaneous Income	81.00	116.00	3,000.00	3.87%	0.00	2,884.00
Revenue - Other	1,360.00	1,360.00	0.00	0.00%	0.00	(1,360.00)
Transfer-In from Reserve	0.00	0.00	64,729.00	0.00%	0.00	64,729.00
<b>Subtotal</b>	<b>1,225,898.91</b>	<b>1,228,198.91</b>	<b>1,686,923.00</b>	<b>72.81%</b>	<b>0.00</b>	<b>458,724.09</b>
<b>TOTAL REVENUES</b>	<b>1,237,862.11</b>	<b>9,943,831.11</b>	<b>10,599,540.00</b>	<b>93.81%</b>	<b>0.00</b>	<b>655,708.89</b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**July 1, 2021 thru August 31, 2021**

	<u>Month to Date</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% Used</u>	<u>Encumbrance</u>	<u>Budget Remaining</u>
<b><u>EXPENSES</u></b>						
Salaries & Wages	351,952.44	701,556.23	4,178,542.00	16.79%	0.00	3,476,985.77
Salaries & Wages - Grant Recovery	0.00	0.00	(18,665.00)	0.00%	0.00	(18,665.00)
Director's Compensation	20,955.52	42,565.90	288,800.00	14.74%	0.00	246,234.10
MWD Representation	10,805.19	20,628.09	165,029.00	12.50%	0.00	144,400.91
Employee Benefits	116,476.69	208,487.60	1,356,730.00	15.37%	0.00	1,148,242.40
CalPers Unfunded Liability Contribution	207,000.00	207,000.00	207,000.00	100.00%	0.00	0.00
Director's Benefits	9,223.27	18,413.15	128,022.00	14.38%	0.00	109,608.85
Health Insurance for Retirees	6,470.51	12,733.12	101,099.00	12.59%	0.00	88,365.88
Training Expense	279.00	2,724.00	52,000.00	5.24%	8,895.60	40,380.40
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
<b>Personnel Expenses</b>	<b>723,162.62</b>	<b>1,214,108.09</b>	<b>6,468,557.00</b>	<b>18.77%</b>	<b>8,895.60</b>	<b>5,245,553.31</b>
Engineering Expense	23,340.00	24,459.50	380,000.00	6.44%	337,578.55	17,961.95
Legal Expense	30,509.64	43,304.24	225,000.00	19.25%	181,695.76	0.00
Audit Expense	5,000.00	5,000.00	30,220.00	16.55%	20,220.00	5,000.00
Professional Services	50,996.88	87,925.20	1,460,617.00	6.02%	1,008,866.04	363,825.76
<b>Professional Fees</b>	<b>109,846.52</b>	<b>160,688.94</b>	<b>2,095,837.00</b>	<b>7.67%</b>	<b>1,548,360.35</b>	<b>386,787.71</b>
Conference - Staff	(335.00)	685.00	44,560.00	1.54%	0.00	43,875.00
Conference - Directors	650.00	650.00	16,845.00	3.86%	0.00	16,195.00
Travel & Accom. - Staff	515.89	739.16	69,825.00	1.06%	0.00	69,085.84
Travel & Accom. - Directors	0.00	0.00	21,250.00	0.00%	0.00	21,250.00
<b>Travel &amp; Conference</b>	<b>830.89</b>	<b>2,074.16</b>	<b>152,480.00</b>	<b>1.36%</b>	<b>0.00</b>	<b>150,405.84</b>
Membership/Sponsorship	525.00	46,056.20	143,041.00	32.20%	0.00	96,984.80
CDR Support	0.00	13,797.33	65,249.00	21.15%	41,391.98	10,059.69
<b>Dues &amp; Memberships</b>	<b>525.00</b>	<b>59,853.53</b>	<b>208,290.00</b>	<b>28.74%</b>	<b>41,391.98</b>	<b>107,044.49</b>
Business Expense	42.83	42.83	2,500.00	1.71%	0.00	2,457.17
Office Maintenance	5,107.72	16,667.92	147,400.00	11.31%	116,772.08	13,960.00
Building Repair & Maintenance	2,562.35	2,740.75	15,000.00	18.27%	12,162.25	97.00
Storage Rental & Equipment Lease	52.25	104.50	1,800.00	5.81%	695.50	1,000.00
Office Supplies	295.61	925.45	35,000.00	2.64%	4,627.34	29,447.21
Supplies - Water Loss Control	62.43	98.50	4,000.00	2.46%	0.00	3,901.50
Postage/Mail Delivery	744.94	1,600.44	9,000.00	17.78%	2,122.25	5,277.31
Subscriptions & Books	0.00	0.00	1,000.00	0.00%	0.00	1,000.00
Reproduction Expense	725.81	725.81	82,700.00	0.88%	5,474.19	76,500.00
Maintenance - Computers	1,664.85	1,664.85	8,000.00	20.81%	0.00	6,335.15
Software Purchase	824.95	949.90	36,040.00	2.64%	499.80	34,590.30
Software Support	14,952.52	15,074.89	48,640.00	30.99%	0.00	33,565.11
Computers and Equipment	4,728.39	4,728.39	23,450.00	20.16%	0.00	18,721.61
Maintenance Expense	0.00	0.00	6,000.00	0.00%	2,580.49	3,419.51
Automotive Expense	4.03	39.65	16,000.00	0.25%	0.00	15,960.35
Vehicle Expense	240.24	708.27	5,800.00	12.21%	0.00	5,091.73
Toll Road Charges	0.00	0.00	1,250.00	0.00%	0.00	1,250.00
Insurance Expense	11,990.70	23,966.71	130,000.00	18.44%	0.00	106,033.29
Utilities - Telephone	2,898.06	5,818.62	42,840.00	13.58%	1,140.30	35,881.08
Bank Fees	0.00	653.35	3,200.00	20.42%	0.00	2,546.65
Miscellaneous Expense	4,711.30	10,520.97	85,181.00	12.35%	4,571.88	70,088.15
MWDOC's Contrb. to WEROC	21,695.50	43,391.00	260,346.00	16.67%	0.00	216,955.00
Depreciation Expense	5,860.63	11,721.26	0.00	0.00%	0.00	(11,721.26)
<b>Other Expenses</b>	<b>79,165.11</b>	<b>142,144.06</b>	<b>965,147.00</b>	<b>14.73%</b>	<b>150,646.08</b>	<b>672,356.86</b>
Capital Aquisition	26,429.83	98,989.51	267,256.00	37.04%	236,801.78	(68,535.29)
Building Expense	131,044.13	297,009.09	441,973.00	67.20%	562,987.00	(418,023.09)
<b>TOTAL EXPENSES</b>	<b>1,071,004.10</b>	<b>1,974,867.38</b>	<b>10,599,540.00</b>	<b>18.63%</b>	<b>2,549,082.79</b>	<b>6,075,589.83</b>
<b>NET INCOME (LOSS)</b>	<b>166,858.01</b>	<b>7,968,963.73</b>	<b>0.00</b>	<b>0.00%</b>	<b>(2,549,082.79)</b>	<b>(5,419,880.94)</b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**Water Fund**  
**July 1, 2021 thru August 31, 2021**

	<u>Month to Date</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% Used</u>	<u>Budget Remaining</u>
<b><u>WATER REVENUES</u></b>					
Water Sales	18,293,097.40	37,521,015.30	155,126,337.00	24.19%	117,605,321.70
Readiness to Serve Charge	926,009.00	1,852,018.03	11,142,354.00	16.62%	9,290,335.97
Capacity Charge CCF	394,384.17	788,768.34	4,732,610.00	16.67%	3,943,841.66
SCP/SAC Pipeline Surcharge	35,707.13	70,738.50	315,000.00	22.46%	244,261.50
Interest Revenue	290.53	620.87	10,500.00	5.91%	9,879.13
<b>TOTAL WATER REVENUES</b>	<b>19,649,488.23</b>	<b>40,233,161.04</b>	<b>171,326,801.00</b>	<b>23.48%</b>	<b>131,093,639.96</b>
<b><u>WATER PURCHASES</u></b>					
Water Sales	18,293,097.40	37,521,015.30	155,126,337.00	24.19%	117,605,321.70
Readiness to Serve Charge	926,009.00	1,852,018.03	11,142,354.00	16.62%	9,290,335.97
Capacity Charge CCF	394,384.17	788,768.34	4,732,610.00	16.67%	3,943,841.66
SCP/SAC Pipeline Surcharge	35,707.13	70,738.50	315,000.00	22.46%	244,261.50
<b>TOTAL WATER PURCHASES</b>	<b>19,649,197.70</b>	<b>40,232,540.17</b>	<b>171,316,301.00</b>	<b>23.48%</b>	<b>131,083,760.83</b>
<b>EXCESS OF REVENUE OVER EXPENDITURE</b>	<b>290.53</b>	<b>620.87</b>	<b>10,500.00</b>	<b>5.91%</b>	<b>9,879.13</b>

**Municipal Water District of Orange County  
Revenues and Expenditures Budget Comparative Report  
Water Use Efficiency  
July 1, 2021 thru August 31, 2021**

	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
<b>Spray To Drip Conversion</b>			
Revenues	4,962.84	117,480.00	4.22%
Expenses	10,193.54	117,480.00	8.68%
Excess of Revenues over Expenditures	(5,230.70)		
<b>Member Agency Administered Pass-Thru</b>			
Revenues	2,225.00	573,201.00	0.39%
Expenses	47,022.00	573,201.00	8.20%
Excess of Revenues over Expenditures	(44,797.00)		
<b>ULFT Rebate Program</b>			
Revenues	110.00	2,000.00	5.50%
Expenses	110.00	2,000.00	5.50%
Excess of Revenues over Expenditures	0.00		
<b>HECW Rebate Program</b>			
Revenues	9,512.85	84,300.00	11.28%
Expenses	9,510.00	84,300.00	11.28%
Excess of Revenues over Expenditures	2.85		
<b>CII Rebate Program</b>			
Revenues	0.00	6,500.00	0.00%
Expenses	0.00	6,500.00	0.00%
Excess of Revenues over Expenditures	0.00		
<b>Turf Removal Program</b>			
Revenues	97,773.98	993,924.00	9.84%
Expenses	120,532.08	993,924.00	12.13%
Excess of Revenues over Expenditures	(22,758.10)		
<b>Comprehensive Landscape (CLWUE)</b>			
Revenues	23,639.60	303,100.00	7.80%
Expenses	56,673.69	303,100.00	18.70%
Excess of Revenues over Expenditures	(33,034.09)		
<b>Recycled Water Program</b>			
Revenues	0.00	40,000.00	0.00%
Expenses	0.00	40,000.00	0.00%
Excess of Revenues over Expenditures	0.00		
<b>WSIP - Industrial Program</b>			
Revenues	0.00	45,000.00	0.00%
Expenses	0.00	45,000.00	0.00%
Excess of Revenues over Expenditures	0.00		
<b>Land Design Program</b>			
Revenues	0.00	297,330.00	0.00%
Expenses	34,877.00	297,330.00	11.73%
Excess of Revenues over Expenditures	(34,877.00)		
<b>Total WUE Projects</b>			
Revenues	138,224.27	2,462,835.00	5.61%
Expenses	278,918.31	2,462,835.00	11.33%
Excess of Revenues over Expenditures	(140,694.04)		
<b>WEROC</b>			
Revenues	303,737.00	520,692.00	58.33%
Expenses	91,492.60	520,692.00	17.57%
Excess of Revenues over Expenditures	212,244.40		



**CONSENT CALENDAR ITEM**

October 20, 2021

**TO:** Board of Directors

**FROM:** **Planning & Operations Committee**  
(Directors Yoo Schneider, Nederhood, Seckel)

Robert Hunter, General Manager

Staff Contact: Charles Busslinger,  
Vicki Osborn,  
Heather Baez

**SUBJECT: Cost Share Agreement between MWDOC and El Toro WD for consulting services for replacement of South Emergency Operations Center (EOC)**

**STAFF RECOMMENDATION**

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Staff recommends the Board of Directors authorize the General Manager to enter into a cost share agreement with El Toro Water District (ETWD) to pay the proportional share of consultant service costs for the replacement EOC as part of the ETWD Filter Plant Site Use Investigation and Design.

The total cost for consulting services for the ETWD Filter Plant Site Use Investigation and Design is estimated at \$651,147. MWDOC's share is estimated at \$270,056 plus a 10% contingency for a total of \$297,062 based upon proportional services for design, cost estimating, and construction support for a replacement EOC to be located on the ETWD filter plant site.

**COMMITTEE RECOMMENDATION**

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Committee concurred with staff recommendation.

**SUMMARY**

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ETWD hired Richard Brady & Associates in 2019 through a competitive bidding process to develop a preliminary design report and cost estimate for the removal and alternative site use of ETWD's decommissioned filtration plant. The report was based upon demolition of

Budgeted (Y/N): N	Budgeted amount:	Core __	Choice __
Action item amount: \$297,062		Line item:	
Fiscal Impact (explain if unbudgeted): Board approved use of cash reserves up to \$404,219 for this item on April 21, 2021.			

the existing facility and construction of a new garage for ETWD and a new EOC for WEROC on the existing building footprint. On April 21, 2021, the MWDOC Board approved proceeding with 1<sup>st</sup> year design and cost estimating services for a new EOC. MWDOC and ETWD then jointly developed and advertised a Request For Proposals (RFP) for site investigation and design services. As part of the RFP process, attendance at a mandatory pre-proposal meeting was required. Brady & Associates was the only consultant that attended the mandatory meeting. To validate Brady & Associates' proposal costs, MWDOC and ETWD hired ABS Consulting to provide an independent detailed cost estimate of the work required in the RFP. The ABS cost estimate was received on August 25, 2021 and Brady's initial proposal was received on September 2, 2021.

		Brady & Associates Bid Proposal	ABS Cost Estimate
Task 1	Project Meetings	\$ 39,480	\$77,614
Task 2	Review Site-Use Report & Drawings	\$ 12,675	\$31,365
Task 3	Geotech. & Demo. Report & Costs	\$ 58,539	\$63,730
Task 4	Clear Well Demolition & Infiltration/Retention Basin Study	\$ 2,144	\$32,312
Task 5	Demolition Design & Cost Estimates	\$ 68,227	\$108,456
Task 6	Buildings & Retention Basin Design Drawings & Specs	\$279,934	\$225,634
Task 7	Bid Support Services	\$14,634	\$25,940
Task 8	Construction Admin. Services	\$175,514	\$93,927
	<b>Total</b>	<b>\$651,147</b>	<b>\$658,978</b>
	<b>Difference</b>	<b>(\$7,831)</b>	<b>1.19%</b>

## Funding Opportunities

### Federal Funding

Both California Senators submitted a \$2 million congressionally directed spending request (earmark) on behalf of MWDOC for the WEROC EOC. At this time, the Senate is still very far behind in its appropriations process. Having passed a Continuing Resolution (CR) that will keep the government funded through mid-December, appropriators will now try to finalize the remaining appropriations bills, including the bill that could potentially include funding for the EOC. We won't know if Feinstein and Padilla's earmark requests were included in the legislation until the bill text is made public sometime later this fall.

### County Funding

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) of 2021 into law. The \$1.9T package is intended to support communities in their recovery from the COVID-19 pandemic, address economic fallout and lay the foundation for a strong recovery. The Coronavirus State and Local Fiscal Recovery Fund (SLFRF), under ARPA, allocates \$350B in funding for eligible state and local governments to respond to the COVID-19 pandemic. The SLFRF provides substantial flexibility for each government to meet local



needs. All funds must be obligated within the period of March 3, 2021 and December 31, 2024.

The County of Orange was allocated \$616.8M in SLFRF. The legislation requires the funds to be distributed in two equal rounds of funding. The first round was received on May 21, 2021, and all funds have been previously allocated, with the Board approving the final version via the September Budget Report on September 28, 2021.

The second round of funding, estimated at \$308.4M, is anticipated to be received no sooner than 12 months from the first payment, per guidelines outlined in the ARPA. In the County's September Budget Report, the CEO's recommendation for the second round includes \$39.2M of Board directed use. Currently there is no timeline estimate for requests for the second round of ARPA funding, but MWDOC staff will remain in contact with county staff, and follow up with Board offices in early Spring 2022.

### **Next Steps**

Upon Board authorization to proceed, staff will return to the Board in April 2022 with 30% cost estimates and design plans for discussions regarding the costs to construct the EOC as part of the FY 2022-23 Budget process.

### **BOARD OPTIONS**

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**Option #1:** Authorize the General Manager to enter into a cost share agreement with El Toro Water District (ETWD) to pay the proportional share of consultant service costs for the replacement EOC as part of the ETWD Filter Plant Site Use Investigation and Design.

**Fiscal Impact:** **\$297,062.** April 21, 2021 MWDOC Board approval authorized up to \$404,219 from reserves for this effort.

**Business Analysis:** Moves the project toward the goal of providing a properly-equipped and dedicated (primary) EOC that can be staffed and operational on a 24x7 basis along with an identified alternate (backup) EOC which is considered an industry "best practice" for critical infrastructure providers; thereby increasing Orange County's resilience and response capability to emergencies.

**Option #2:** Reject bid and re-advertise the project

**Fiscal Impact:**

**Business Analysis:** The RFP was advertised on PlanetBids.com which reaches a wide audience of construction contractors and consultants. Some comments received indicated a view by some that Brady & Associates may have a competitive advantage through completion of the preliminary design report and cost estimates. Rebidding the work will require an additional 6-8 weeks and does not guarantee additional bidders.

**COST SHARING AGREEMENT**  
**BETWEEN**  
**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY AND**  
**EL TORO WATER DISTRICT**

This Cost-Sharing Agreement (“Agreement”) is dated for reference purposes this \_\_\_\_ day of \_\_\_\_, 2021, by the Municipal Water District of Orange County (“MWDOC”) and El Toro Water District (“ETWD”). MWDOC and ETWD are referred to individually as “Party” and collectively as “Parties.”

**RECITALS**

A. ETWD owns property (the “Site”) which includes a Water Filtration Plant (“Filter Plant”) that was taken out of service in approximately 1984. The Filter Plant consists of four sand bed filters and associated mechanical and electrical equipment and is housed in an approximate 13,000 square foot metal building. The Filter Plant, including the building, has experienced significant deterioration and decay since being taken out of service. The Filter Plant site also includes a 300,000 gallon, 54-foot diameter steel tank Clear Well that is in a similar state of disrepair; and

B. MWDOC currently occupies a portion of an existing ETWD office building on the Site for its existing Water Emergency Response Organization of Orange County (“WEROC”) Emergency Operations Center (“EOC”). The existing WEROC EOC structure is located directly to the west of the existing ETWD Filter Plant buildings. The existing structure does not meet current seismic code requirements and lacks sufficient space for WEROC’s needs; and

C. On July 23, 2021, MWDOC and ETWD issued a Request for Proposals (“RFP”) seeking a consultant to provide architectural and engineering services for a site investigation and design at the El Toro Water District Filter Plant Site (“Project”); and

D. The main objective of the Project is to evaluate and investigate the geotechnical requirements for the demolition and construction scope of work at the existing Filter Plant and Clear Well, including design and refined cost estimates for demolition of the existing facilities, construction of a new ETWD warehouse/storage building, construction of a new MWDOC Emergency Operations Center (“EOC”), and construction of an Infiltration/Retention basin in place of the existing Filter Plant and Clear Well; and

E. The purpose of this Agreement is to establish the responsibilities of the Parties and conditions on which each Party will contribute funds for the Project and enter into an agreement with the selected consultant.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions herein contained, the Parties hereby agree as follows:

1. **RECITALS.** The Parties agree that the above-stated Recitals are true and correct. The Recitals are incorporated herein and made an operative part of this Agreement.

2. **COST SHARING.** The Parties agree to share the costs of the site investigation and design for the Project as follows:

Task No.	Description	Cost Responsibility	
		ETWD	MWDOC
1	Review of Project Objectives/ Project Management	60%	40%
2	Review Site-Use Report and Record Drawings and Collection of Additional Data	100%	0%
3	Comprehensive Geotechnical Soils & Demolition Report Costing	85%	15%
4	Clear Well Demolition and Infiltration/Retention Basin Study	100%	0%
5	Demolition Design Documents and Cost Estimates	100%	0%
6	Building Structures & Retention Basin Design Documents and Cost Estimates	40%	60%
7	Bid Support Services	50%	50%
8	Construction Administration Support Services	60%	40%

3. **AGREEMENT WITH SELECTED CONSULTANT.**

a. The following indemnification provision shall be included in the agreement between MWDOC and ETWD and the selected consultant:

- i. **Indemnity.** To the fullest extent permitted by law, Consultant shall defend, indemnify and hold the Municipal Water District of Orange County, the El Toro Water District, their officials, officers, employees, volunteers, and agents (the “Indemnified Parties”) free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant’s services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorneys’ fees and other related costs and expenses. Consultant’s obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant or the Indemnified Parties.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance of "design professional" services (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

b. The agreement between MWDOC and ETWD and the selected consultant shall conform with the following:

1. All required insurance policies shall name the Municipal Water District of Orange County, the El Toro Water District, their respective Boards and each member of the Boards, their officers, directors, employees, and agents as Additional Insureds under the policies.
2. All required policies shall contain a provision stating that Consultant's policies are primary insurance and that the insurance of the District or any named insureds shall not be called upon to contribute to any loss.

4. **DELIVERABLES.** The deliverables to be provided by the selected consultant shall be jointly reviewed and accepted by MWDOC and ETWD.

5. **CONTINUING THE PROJECT.** Following completion of the site investigation and design, in the event that ETWD chooses to not construct the warehouse/storage building, MWDOC may still proceed with construction of the EOC at the Site, on condition that the Parties enter into a separate agreement that contains all of the terms and conditions mutually acceptable to the Parties with regard to MWDOC's desire to proceed with the construction and occupancy of the EOC building site.

6. **TERM.** This Agreement shall become effective as of the date first written above and shall continue in full force and effect until either it is terminated in a writing signed by the Parties or the Project is completed.

7. **NOTICES.** Notices hereunder shall be in writing and shall be sufficient if delivered to the notice address of each Party hereto for legal notices or as otherwise provided by a Party hereto in writing to the other Party.

8. **GOVERNING LAW.** This Agreement is made in the State of California under the Constitution and laws of the State of California and is to be so construed.

9. **AMENDMENTS.** This Agreement may be amended at any time, or from time to time, by one or more supplemental agreements executed by the Parties to this Agreement, without limitation, including the addition of new Parties to pursue the purposes of this Agreement.

10. **SEVERABILITY.** Any provision of this Agreement that is declared invalid by a court of competent jurisdiction shall be considered separable and inapplicable and will not affect any other provision or provisions of this Agreement.

11. **BINDING EFFECT.** This Agreement will inure to the benefit of and be binding on the successors and assigns of the Parties.

12. **EXECUTION.** This Agreement may be executed in counterparts, each of which shall constitute an original.

IN WITNESS HEREOF, the Parties hereto have executed this Agreement.

MUNICIPAL WATER DISTRICT OF ORANGE  
COUNTY

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

EL TORO WATER DISTRICT

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**BRADY**



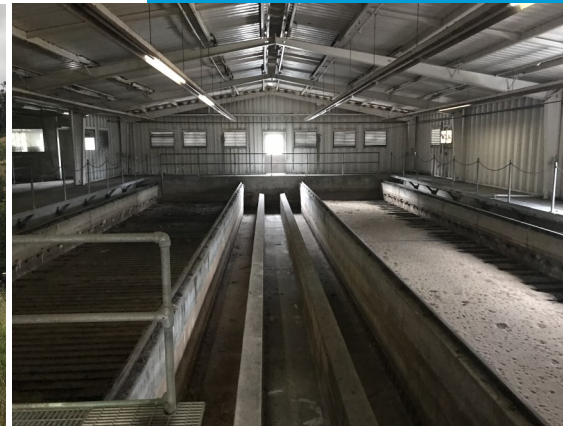
**El Toro Water District**

**24251 Los Alisos Blvd.**

**Lake Forest, CA 92630**

**FILTER PLANT SITE USE INVESTIGATION AND DESIGN**

**THURSDAY SEPTEMBER 2, 2021**



Submitted By:

**BRADY**

**Richard Brady & Associates, Inc.**

**2655 Camino del Rio North, Suite 100**

**San Diego, CA 92108**

## Why Choose Brady?

### 100% Alignment with El Toro Water District's Evaluation Criteria



#### No Learning Curve

BRADY prepared the Filter Site Usage Plan in 2019, delivering the final report in January, 2020, **on schedule and below budget.** As a result of our prior efforts on the project, BRADY has unmatched knowledge of the filter plant site. No time and associated costs will be expended by BRADY to “get up to speed”. We will truly hit the ground running. BRADY has been a “niche” engineering services provider for municipal Operations Building projects going back several decades. This is not a response to an RFP because it is something we would like to try for the first time.



#### Understanding of the Project and Project Approach

Our proposed **Project Manager, George Murdoch,** has more than **40 years** of hands-on public agency experience working for the City of Newport Beach. He is a roll-up-the sleeves “Ops guy”, has been involved with numerous similar renovation/consolidation projects and he served as the Project Manager for the first phase of this project for El Toro Water District. He knows all the players involved in this project, and will be supported by a team of energetic and experienced engineers, estimators, and design professionals. **You know what you will get from George and you can trust his expertise and wisdom.**



#### Scope of Work, Schedule, and Quality Control

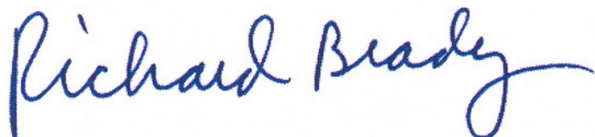
BRADY is highly skilled at managing challenging scopes, budgets, and schedules. Our design group is a close-working group with all of the necessary skill sets working side by side in our home office. Scope creep and schedules are blown when communication is poor. Communication and coordination are BRADY strengths. **We will get this investigation and design assignment completed, start to finish, in 12 months or less. QA/QC efforts will be led by BRADY CEO Richard Brady, P.E., BCEE.**



#### Cost, Contract, and Insurance Compliance

BRADY's smaller size and lean management structure provide for a **lower overhead structure,** leading to **cost competitive rates.** We can meet all of the District's administrative requirements including insurance, liability, and equal opportunity practices. **We take no exceptions to the District's professional services contract.**

Signature of officer of BRADY who is authorized to execute legally binding agreements:

A handwritten signature in blue ink that reads "Richard Brady".

September 2, 2021



## Executive Summary

Ladies and Gentlemen:

In response to your request for proposals, we are pleased to submit this proposal to the El Toro Water District (ETWD or District). BRADY has carefully considered the potential Scope of Work provided by ETWD, and has assembled an unmatched team to all provide all required services for the Filter Plant Site Use Plan Investigation and Design project. We understand the District's desire to reclaim the site of the abandoned water treatment plant for beneficial use for the erection of a new multi-purpose building in the old water treatment plant footprint. Fortunately this is not a difficult challenge, a project that BRADY has successfully executed on numerous similar occasions in award winning fashion. Led by **George Murdoch**, our professional team members are fully capable of meeting the project requirements and are committed to applying our skills and talents toward the accomplishment of ETWD's goals in an efficient and professional manner. We believe personal service, superior quality, and client satisfaction are the true measures of success in our industry.

## FIRM INTRODUCTION

BRADY is an engineering and construction management firm providing a wide array of services through three primary business lines:

- ◆ Water, Wastewater & Water Resources
- ◆ Facilities & Infrastructure
- ◆ Environmental Services

BRADY's client base includes commercial, municipal, local, state, and federal government clientele. BRADY is a true multi-discipline engineering, construction management, and construction firm (BRADY has a Class A Contractors license, which is a key differentiator that is rare in our industry) with substantial in-house technical resources. We are designers, constructors, operators, inspectors, and maintenance technicians for water systems, treatment plants, and related infrastructure facilities. Because of our unique multidisciplinary experience, we are committed to facilities that are safe, sustainable, simple, smart and secure. We believe this expertise will benefit ETWD by developing a solution to this particular problem that is practical, sustainable, and cost-effective.

## PROJECT TEAM

BRADY is a full service engineering firm that will be able to meet ETWD's needs from project planning through closeout. Our firm is experienced in all engineering disciplines, with specific expertise with demolition projects and in the design of Operations Buildings projects. **In addition to numerous similar projects we have completed for municipal clients in Southern California, BRADY served as the owner, designer, and builder of our own two-story 20,000 square foot Class A corporate headquarters building in 2006-2007.**

The proposed team for this project offers an optimal combination of extensive field experience, technical expertise and demonstrated commitment to safety. **George Murdoch** is our proposed Project Manager for this contract. Over the 38 years at the City of Newport Beach, George was involved in relevant projects such as: the demolition of existing facilities and construction of a storage facility at the Big Canyon Reservoir site; **needs assessment for the consolidation of corporate yards; construction of the Utilities Department emergency operations center (named George Murdoch DOC at retirement);** construction of the treatment facility at 16th Street as well as the re-design of many other utility facilities to include storage of large equipment and materials; and reconstruction of the radio tower and county communications facility. In addition to the many years of facility changes, **George has participated in WEROC activities,** and has a good working relationship with MWDOC and has a good understanding of utility operations and needs. He has conducted many public outreach meetings regarding new facilities.

Our expertise and history with water treatment plants and operations facilities upgrades sets us apart from our competition, adding value to our clients. We take pride in and truly enjoy the work that we do.



## INITIAL THOUGHTS

George Murdoch and Richard Brady jointly prepared the “Draft Report, Filter Plant Site Use Plan, Phase 1” dated January 2020. Mr. Murdoch and the BRADY team spent considerable time at the filter plant site during the development of the Draft Report, prepared the Draft report on schedule and under budget to the satisfaction of the District, and therefore is clearly the most qualified firm to move the project forward into the design and implementation phases. It is also clear that our potential competition for this assignment came to the same conclusion. BRADY’s experience on this project is unbeatable.

It is clear that the demolition of the abandoned structures in a timely and cost effective way is the primary and initial mission for this project. The facilities were tested for lead in Phase 1, so we already know we will have to manage a lead abatement problem. Additionally, asbestos cement pipe (ACP) was discovered inside the filter complex, and additional ACP pipe is likely buried around the project site, with locations and sizes to be determined. Asbestos was also found in bathrooms and HVAC ductwork. Removing asbestos as documented in Vert Environmental’s Asbestos Inspection Report will be an immediate priority, to clear the way for the work that will follow.

Removing metal coated with lead paint is not a challenging process. How to properly and safely abate the presence of lead paint is well understood and is not a concern. Likewise, the 300,000 steel tank Clear Well is painted with lead. We have estimated the potential salvage value of the Clear Well to be 90 tons. However, due to the presence of lead, this will likely result in a cost to the District for disposal, rather than a financial gain for the value of 90 tons of salvageable steel. How to execute this work — either hiring a Contractor through a blind competitive process where costs and markups are unknown but in favor the Contractor, or allowing BRADY to execute this work on the District’s behalf as the Contractor by obtaining competitive bids for comparison. These two options are worth discussion. It may be possible to convert the likely “cost to the District” scenario to a “cost benefit to the District” by simply changing the execution model.

Regardless of how we manage the demolition phase, in the end we will expose to view the old Hardinge filters concrete substructures. We have studied the design in our Draft Report and as we recommended in January 2020, we believe it is best and most cost advantageous to the District to leave the old concrete substructures in place and allow this perimeter outline to define the future multi-purpose footprint. The area can be filled with controlled low-strength material (CLSM), a self-compacted, cementitious material used primarily as backfill in place of compacted fill. This 2-sack cement slurry material would convert the entire subterranean structure to one monolithic concrete block, that would not only save the cost of unnecessarily demolishing these concrete walls and slabs, but provide the foundation and footprint for the new buildings.

A new building would only need a new footing on the outside edge of the existing perimeter Hardinge filter structure, constructing vertically immediately on top of the existing walls would not be adequate with current seismic codes. As recommended in the Draft Report, the proposed buildings will be erected using prefabricated metal panels.

Lastly, as we discuss throughout this proposal, the most likely obstacle to success is “stakeholder” acceptance and environmental issues that are not resolved in advance. Public meetings and face-to-face discussions with the adjacent property owners and interested parties (e.g. WEROC, AQMD, MWD) are imperative, and must happen early and often to flush out all relevant concerns. Renderings of the constructed project are helpful tools to clearly show the future outcome. Keeping promises is critical. We have found the general public to be very forgiving and understanding as long as we avoid surprises. We know and understand from direct experience working in residential communities that citizens can become very active and vocal regarding the project, and in particular, dust, noise, traffic during construction, and most importantly, the presence and removal of hazardous materials (asbestos pipe and lead paint) through a neighborhood full of children. An angry public is usually the result of poor communication. Beyond safety issues, the surrounding public will most likely be interested in “what will this look like from my condo?” followed by “why are there 30 cars on the site at midnight”? We will work closely with District staff to ensure the greatest chance of public acceptance possible.

# 1

### Utilities Operations Yard Upgrade

In 2011 BRADY was recognized with the APWA Project of the Year Award for providing a Facilities Master Plan, studies, and updates occurring from 2003 to 2007 for the City of Huntington Beach. BRADY provided designs for several new structures, and a design for a seismic remodel and upgrade to an existing 8,389 square foot Administrations building.



CLIENT	CITY OF HUNTINGTON BEACH
CLIENT'S REFERENCE	DEBBIE DEBOW, P.E. (see note below) Tel: (714) 330-3683
TIMEFRAME	2007-2011
CONTRACT VALUE	DESIGN: \$2.2M TOTAL: \$11.6M

Full disclosure: Ms. DeBow retired from the City of Huntington Beach in 2019 and now works part-time for BRADY.

# 2

### Temecula Field Operations Center

The City of Temecula in 2005-2007 Contracted BRADY to conduct a Facility Needs Assessment and provide a design for a new City Maintenance Facility and Corporate Yard. The project included a 3.35 acre build site, 23,600-SF building area made up of four separate structures, a 45,800 –SF parking area, a 49,000-SF maintenance yard area, and a 27,000-SF landscape area.

CLIENT	CITY OF TEMECULA
CLIENT'S REFERENCE	GREG BUTLER Tel: (951) 694-6411
TIMEFRAME	2005-2007
CONTRACT VALUE	DESIGN: \$1.5 CONSTRUCTION: \$10

# 3

### Alvarado Water Treatment Plant

From 1999-2013, BRADY personnel provided ongoing project management, construction management, master planning, and civil engineering support service for the design and construction of an expansion to the City of San Diego's Alvarado Water Treatment Plant. BRADY's scope of services included master planning, architecture, structural engineering, civil engineering, project management, cost control, project scheduling, and construction management and administration. BRADY's work allowed the plant to be re-rated from 150 mgd to 200 mgd by virtue of these fairly simple improvements, at minimal capital investment, helping BRADY to earn the 2013 American Society of Civil Engineers Outstanding Engineering Project Award.

CLIENT	CITY OF SAN DIEGO
CLIENT'S REFERENCE	MIKE WALLACE Tel: (619) 409-6884
TIMEFRAME	1999-2013
CONTRACT VALUE	DESIGN: \$25M CONSTRUCTION: \$250M

# 4

### BRADY's Previous Headquarters

BRADY financed, designed, and constructed our own 20,000 square foot company headquarters in 2006-2007. The building consisted of tilt up concrete walls and included an elevator to meet disabled employee needs both at the time of construction and for future employee needs.

CLIENT	Richard Brady & Associates (BRADY)
CLIENT'S REFERENCE	Richard Brady, CEO Tel: (619) 701-1956
TIMEFRAME	2006-2007
CONTRACT VALUE	DESIGN: \$0 (Internal cost) CONSTRUCTION, SHELL: \$5.6m INTERIOR IMPROVEMENTS, INCLUDING FURNISHING: \$2.2M

## B) Key Personnel

### PROJECT MANAGER - GEORGE MURDOCH

Mr. Murdoch has 38 years of experience in utility operations and management. Before joining BRADY, Mr. Murdoch served as the Municipal Operations Director for the City of Newport Beach. In this capacity, he managed a full – service water and wastewater utility as well as storm drain, streetlight and oil & gas operation with an annual operating budget of \$33M, and a staff of 60 employees serving a population of over 70,000. After retiring from the City of Newport Beach, he received the lifetime achievement award for 38 years of dedication and public service.



### QA/QC MANAGER - RICHARD BRADY, P.E., BCEE

Richard Brady is a Professional Engineer and Board-Certified Environmental Engineer with over 39 years of professional experience in water engineering. His experience includes treatment plants, municipal operations buildings, reservoirs, and pump stations.



His projects have been recognized with national awards, including the American Society of Civil Engineers 2013 Outstanding Civil Engineering Project for the Alvarado Water Treatment Plant Expansion and Upgrade. Mr. Brady will provide owner-level commitment to the success of this project, and will ensure that BRADY's technical resources remain in place throughout the project. His previous work in constructability review has saved clients substantial costs and resulted in improved and safer designs.

### PROJECT ENGINEER - GARRETT MURWASKY, P.E.

Mr. Murawsky has over 5 years of experience in the civil/structural engineering, design-build, and construction management professions. This experience has involved the management, quality control, design, and analysis of operation yards, buildings, utility structures, transmission structures, substations, gas lines, water lines, sewer lines, bridges, and water and wastewater treatment facilities. He has also provided overall management for the design and construction of various projects with structural, civil, architectural, mechanical, plumbing, and electrical discipline scope.



## B) Key Personnel, cont.

### SITE CIVIL ENGINEER - CHELSI PASCUA, EIT

Ms. Pascua is a civil engineer specializing in water and wastewater projects. She has assisted with numerous inspections and the design and drafting of several municipal projects. In her BRADY career, she has worked as a project engineer, designer, and inspector for 8 projects involving tanks and reservoirs. Ms. Pascua has a high attention to detail and is proficient in the use of AutoCAD Civil 3D aid in creating profiles, renderings, site grading plans, and detailed drawing designs.



### COST ESTIMATION/DEMOLITION LEAD ENGINEER - JIM BOWEN, P.E.

Mr. Bowen is a Professional Engineer with more than 31 years of experience specializing in engineering, design, management and quality control of environmental and construction contracts. Mr. Bowen served as the Quality Control Program Manager on the Nation's first Environmental Multi-Award Contract (EMAC I) and performed as Project Manager and Deputy Program Manager on projects completed under the Navy's Environmental Job Order Contract (EJOC II). He has a thorough understanding of Design-Build and Design-Bid-Build project delivery methods and has direct experience with construction means and methods, manufacturing processes, electrical/mechanical system design and installation, start-up, and operation and maintenance activities.



### DESIGN PRODUCTION - JOEL REYES

Mr. Reyes has 37 years of experience in drafting, management, and systems administration in the fields of Architecture and Civil/ Structural Engineering. He has complete understanding of the BIM Industry standard and can integrate various models. Mr. Reyes maintains all CADD workstations and related software here at BRADY. His vast knowledge of multiple platforms and application software allow him to navigate and replicate various client-specific environments.



### ELECTRICAL ENGINEER - RYAN NISHIMURA, P.E.

Mr. Nishimura is a Professional Engineer with more than 14 years of experience in electrical and control engineering. His experience includes designing, inspecting, and implementing electrical and control systems for reservoirs, treatment plants, pump stations, flow control facilities, centrifuges, and buildings. Mr. Nishimura possesses extensive field experience during installation and startup/commissioning of electrical and industrial control systems in the built environment.





## B) Key Personnel (Subconsultants)

### ARCHITECTURE - JEFF KATZ ARCHITECTURE


Jeff Katz Architecture is  a group of experienced and well-qualified architecture professionals. They are idea people, facilitators, and love a good challenge. They understand that client priorities are paramount and it is their goal to exceed your expectations. The end product is important, but they want you to enjoy the process too! Whether they are involved in an all-hands design charette with the entire project team or following up on the tiniest detail via text message, they are confident that you will find their team friendly, engaging, and knowledgeable.

They are a Southern California based firm with experience ranging from Public Safety facilities to Military to Entertainment and Parks + Recreation. They have experience with local jurisdictions and entities.

### GEOTECHNICAL INVESTIGATION - GROUP DELTA

Incorporated in California in  April 1986, Group Delta has provided geotechnical and environmental engineering, instrumentation, materials testing and inspection, and construction support services for more than 30 years. Group Delta is staffed by 100 civil and geotechnical engineers, environmental engineers and scientists, geologists, laboratory and field technicians, deputy grading and construction inspectors, CADD designers, and support staff. Group Delta maintains offices in the cities of Irvine, Torrance, Anaheim, San Diego, and Ontario as well as accredited laboratories in San Diego and Anaheim. They have served clients in both the public and private sectors throughout its history and have developed expertise in various types of projects.

### POTHOLING SERVICES - AIRX


AirX Utility Surveyors, Inc. is  Southern California's premier full-service Subsurface Utility Engineering service provider for over 17 years. Their skilled engineers, contractors, managers, locators, and potholers possess more than

50 years of trad experience locating and identifying underground utilities. Their services ensure work and cost efficiency and, most importantly, safety. They have completed over 2300 projects, including an ongoing 10-year, billion-dollar project to test and/or replace outdated gas lines throughout Southern California.

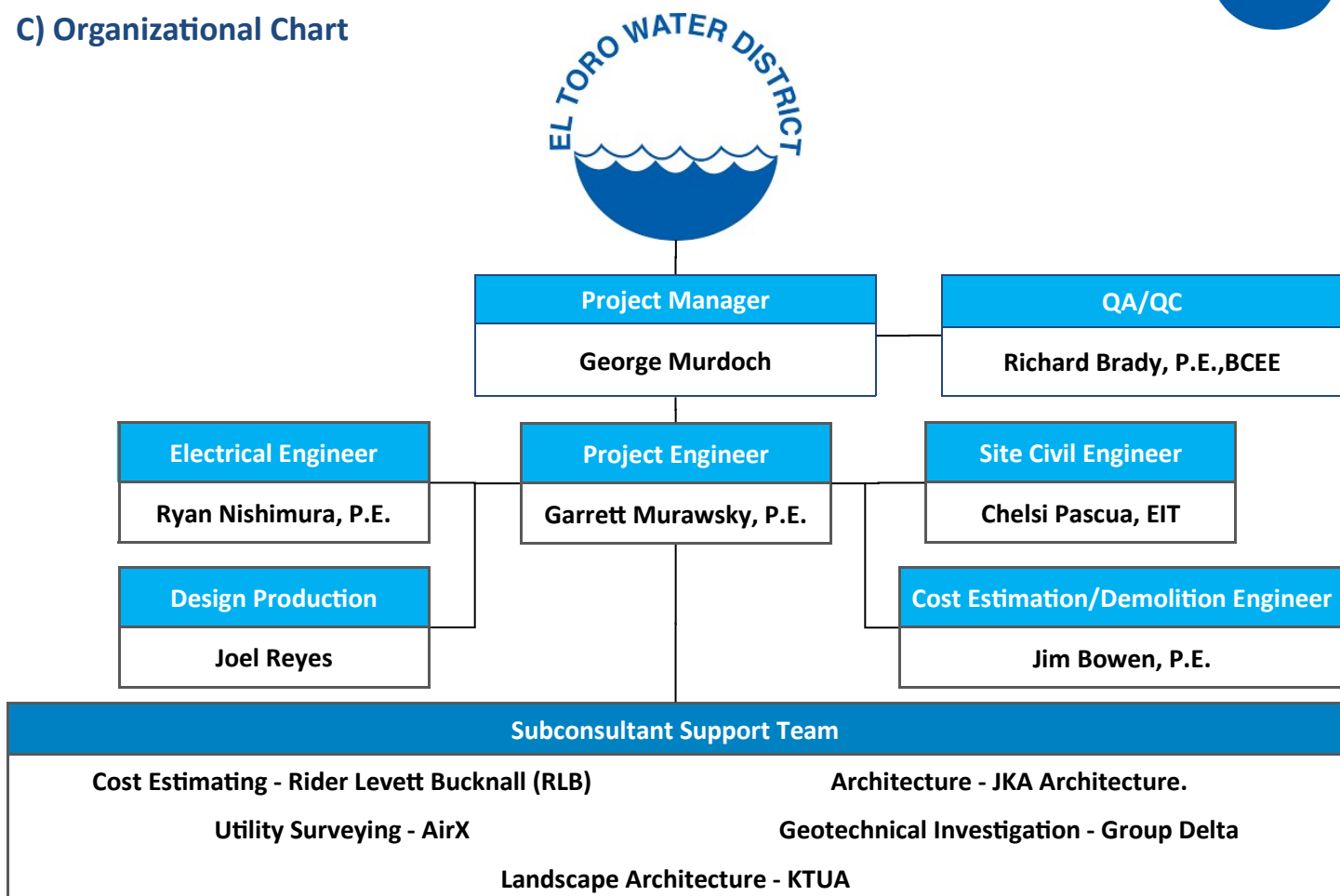
### COST ESTIMATING - RLB

Rider Levett Bucknall (RLB) is  a leading professional construction consultancy firm providing clients with independent management and unbiased, expert advice for all aspects of the feasibility, cost, and time of major construction projects. RLB provides full cost management services from conceptual and detailed estimating, cost planning, cost control, and construction risk management. The firm's construction cost managers have experience producing detailed cost estimates for public works projects. ENR is the industry leader in estimating. They are annual contracted directly with Engineering News Record (ENR) to prepare monthly and annual cost indexes for the construction engineering. We want to get an accurate bid cost for this project and there is no better source for this than RLB.

### KTU&A Landscape Architect

KTU&A was established in 1970 as a  landscape architecture and is knowledgeable in active transportation, community planning, federal planning and natural resource management. They employ landscape architects, GIS analysts, irrigation designers and graphic artists and have designed award-winning, creative and sustainable projects throughout the southwest.

## C) Organizational Chart



## D) Current and Future Workload

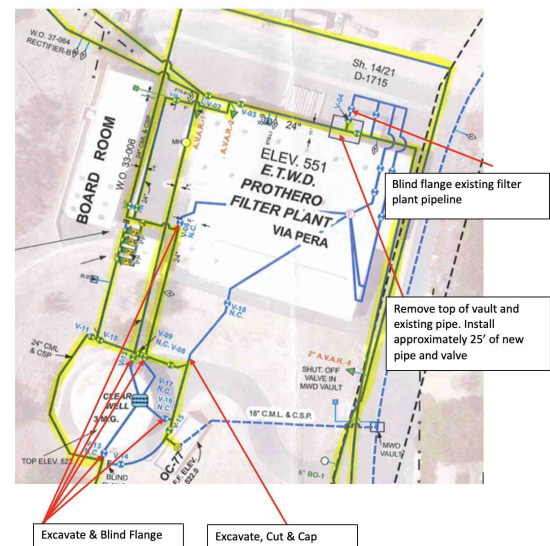
BRADY's current workload can be considered moderate. All staff identified in the Organizational Chart above will be dedicated to this assignment until completion, without change. George Murdoch, BRADY's proposed Project Manager, has only two current Project Manager assignments, both with Laguna Beach County Water District, so selection of BRADY for this project will be a delight to those at BRADY who track billable time, as currently George is at 25%. All other staff members have more than adequate unallocated billable time for the next 12 months to support every activity needed to complete this project.

## E) Project Approach and Detailed Scope of Work

BRADY has reviewed the Scope of Work and is fully prepared to execute the work as written with no deviations. We do recommend an addition to the Scope to include BRADY's QA/QC program that can be found in Appendix A. We have also enhanced the Scope of Work for our geotechnical activities that can also be found in Appendix A. We prefer to design a project just one time, and do not view QA/QC as an error catching program, it is error prevention. We allocate 5% of each budget for QA/QC activities, with the goal of making sure at the outset of the project we are headed in the right direction.

Our approach to efficiently executing the work will require the close attention to the following key success factors.

1. The first order of business is to finalize our "Draft Report, Filter Plant Site Use Plan, Phase 1" dated January 2020. Space needs of both the District and MWDOC must be confirmed or adjusted as necessary.
2. Perform the geotechnical work immediately to develop design criteria for the proposed new facilities.
3. Prepare architectural renderings of the final proposed project.
4. Asbestos was discovered in Phase 1 and we recommend a separate procurement package be developed to allow asbestos to be removed before any other contractor arrives on site.
5. We will focus heavily on the initial 30% design submittal for the new buildings to provide sufficient detail to assure an accurate cost estimate. The cost of this project is a key decision point for moving forward, or making adjustments in the project scope.
6. Potholing existing utilities.
7. Meeting with AQMD to assure we clearly understand their specific needs, and get this out of the way separately so there is no interference with other work.
8. Meet with the surrounding community to let them know what is being planned, and to flush out any manageable concerns.
9. We recommend the design be split into multiple packages to assure competitive quotes for various items of work for focus by specialty contractors. Packages would include:
  - A. Demolition of the existing building and steel water tank. This will allow for the salvage value of steel to be maximized.
  - B. Work associated with pipe relocations and abandonment (image at right)
  - C. New structures.
10. Meeting our budget and schedule. Nothing good happens when budgets are blown and schedules are not met.



# ESTIMATE OF THE LEVEL OF EFFORT (PERSONNEL HOURS) TO BE EXPENDED

As required by the RFP, the table below summarizes our level of effort (personnel hours) to accomplish the Scope of Work included in Appendix A.

	1	2	3	4	5	6	7	8	
Labor Category	Task 1 - Review of Project Objectives / Project Management	Task 2 - Review Site-Use Report and Record Drawings and Collection of Additional Data	Task 3 - Comprehensive Geotechnical Soils and Demolition Report and Costing	Task 4 - Clear Well Demolition and Infiltration / Retention Basin Study	Task 5 - Demolition Design Documents and Cost Estimates	Task 6 - Building Structures and Retention Basin Design Documents and Cost Estimates	Task 7 - Bid Support Services	Task 8 - Construction Administration Support Services	TOTAL
Senior Program Manager / Senior Principal	56.0	-	-	-	-	-	-	-	56.0
Program Manager / Principal Engineer II	80.0	-	-	-	8.0	-	8.0	80.0	176.0
Senior Engineer / Project Manager	-	-	-	-	-	-	-	40.0	40.0
Project Engineer	-	-	8.0	-	120.0	120.0	40.0	316.0	604.0
Associate Engineer	-	-	-	16.0	16.0	-	-	40.0	72.0
Senior Designer	-	8.0	-	-	120.0	200.0	-	40.0	368.0
Construction Manager	-	-	40.0	-	80.0	40.0	16.0	200.0	376.0
<b>Subtotal Labor Hours</b>	<b>136.0</b>	<b>8.0</b>	<b>48.0</b>	<b>16.0</b>	<b>344.0</b>	<b>360.0</b>	<b>64.0</b>	<b>716.0</b>	<b>1,692.0</b>



LABOR HOURS BY WBS							
LABOR HOURS	1.01	1.02	2.01	2.02	3.01	3.02	4.01
	Project Meetings	QA/QC	Report and Review Drawing Review	Additional Utility Data Collection	Geotechnical Report	Demolition Study and Costing	Clear Well Demolition and Infiltration / Retention Basin Study
Labor Category							
Senior Program Manager / Senior Principal	16.0	40.0	-	-	-	-	-
Program Manager / Principal Engineer II	80.0	-	-	-	-	-	-
Senior Engineer / Project Manager	-	-	-	-	-	-	-
Project Engineer	-	-	-	-	8.0	-	-
Associate Engineer	-	-	-	-	-	-	16.0
Senior Designer	-	-	-	8.0	-	-	-
Construction Manager	-	-	-	-	-	40.0	-
	96.0	40.0	-	8.0	8.0	40.0	16.0

LABOR HOURS	5.01	5.02	6.01	6.02	7.01	8.01	
	Demolition Drawings and Specifications	Demolition Cost Estimates	Building Structures and Retention Basin Design Drawings and Specifications	Building Structures and Retention Basin Cost Estimates	Bid Support Services	Construction Administration Support Services	
Labor Category							TOTAL
Senior Program Manager / Senior Principal	-	-	-	-	-	-	56.0
Program Manager / Principal Engineer II	8.0	-	-	-	8.0	80.0	176.0
Senior Engineer / Project Manager	-	-	-	-	-	40.0	40.0
Project Engineer	120.0	-	120.0	-	40.0	316.0	604.0
Associate Engineer	16.0	-	-	-	-	40.0	72.0
Senior Designer	120.0	-	200.0	-	-	40.0	368.0
Construction Manager	40.0	40.0	-	40.0	16.0	200.0	376.0
	304.0	40.0	320.0	40.0	64.0	716.0	1,692.0



## G) Not-to-Exceed Fee

BRADY has provided a detailed not-to-exceed fee which includes hourly rates, direct expenses, subconsultants' fees, and is broken out by task and labor category. The project fee can be found in the separate sealed envelope along with this proposal.

## H) Detailed Schedule

Meeting the schedule objectives of this project is a very important factor that will determine the ultimate success of efforts.

Methods BRADY will use to meet the schedule objectives:

1. Conduct the kick-off meeting the day following the notice to proceed. This meeting will be in a workshop format District and MWD management, engineering and operations and maintenance staff. Roles and responsibilities will be defined; space planning needs identified in the Draft Report will be re-evaluated and confirmed; project objectives will be identified as target goals that must be met; and all critical path items will be identified.
2. As it stands now, we see the critical path items as follows:
3. Finalize the Phase 1 Draft Report from January 2020.
  - a. Confirming all space planning recommendations made in the Draft Report.
  - b. Completing the geotechnical investigations.
  - c. Pothole existing utilities.
  - d. Confirming the type of type of new building construction.
4. Prepare Design Packages
  - a. Preparing a separate procurement package to allow the immediate removal of asbestos discovered in Phase 1.
  - b. To properly separate trade work and receive competitive pricing (work that is separate from demolition), prepare a separate design package for work associated pipe relocations and abandonment.
  - c. Prepare a separate design package for all demolition activities, including the existing steel tank. This package will be developed to 100% and placed out to bid, as this is the only way to determine the true cost. Any estimate we prepared will be flawed as we don't have insight into the salvage market. Once the price is know, the District can decide to move forward to re-think the demolition effort.
  - d. Prepare a separate design package for all new facilities.
5. Other activities.
  - a. Completing work related to visual impacts - preparing renderings for review by project Stakeholders. In order to demonstrate that the architectural and landscape design approaches will be pleasing to the community, graphics that demonstrate the height, massing, and character of the architecture and landscape screening will be prepared.
  - b. Pursuant to the California Environmental Quality Act (CEQA), the environmental review process is required for projects that require discretionary approval by a government agency. Completing the CEQA process by the District in a timely manner is essential for project success.
  - c. Landscaping, though a likely small component of the project, is an important aspect with respect to visual impact mitigation.

## **I) Professional Services Contract Agreement**

BRADY has read and has suggested language changes found directly below:

### BRADY comments to Consulting Agreement – El Toro Water District

Please add as follows:

“DISTRICT agrees that in connection with the Services, ENGINEER has no control over or responsibility for the cost of labor, material, equipment, or the outcome of the competitive bidding process. If ENGINEER provides any opinion of probable cost, it shall be based on its experience and qualifications and represent its judgment as a consultant familiar with the construction industry but shall not be a guarantee or representation that construction costs will not vary from its opinions of probable cost.”

Section 5. Please add at the end of the section the following: “Irrespective of any language to the contrary in this Agreement, ENGINEER has no duty to provide or to pay for an up-front defense against unproven claims or allegations, but shall reimburse those reasonable attorney’s fees incurred by the DISTRICT to the extent caused by the negligence, recklessness, or willful misconduct of ENGINEER or any of ENGINEER’s officers, agents, employees or contractors. ENGINEER’s aggregate liability for the obligations in this Section 5 (inclusive) shall not exceed the amount of insurance proceeds available under the policies of insurance required to be maintained by ENGINEER under this Agreement. Provided further, ENGINEER shall not be liable under this Agreement for any indirect, incidental, consequential (including loss of profits), or special damages, of any nature whatsoever.”

## **J) Insurance Form Agreement**

BRADY has read and understands that it will provide the District with the requested insurance as outlined in the sample contract. Upon award of the project contract, BRADY will provide professional liability coverage at a minimum of \$2,000,000 and general liability and property damage at a minimum of \$2,000,000.

## **K) Addenda Acknowledgement**

No addenda was issued for this RFP.

## **Appendix A: Scope of Work Suggested Additions**

## Appendix A) Scope of Work Suggested Additions

The Scope of Work included in the RFP was very well prepared and is acceptable to BRADY. All major scope items are more than adequately covered and were used to prepare our fee estimate included in Envelope "A". We have added a few additional scope items or clarifications as noted below.

### Task 1

#### ADD:

##### B) Quality Assurance/Quality Control (QA/QC)

1. Prepare a Project/Quality Plan. BRADY will prepare Project/Quality Plan for use by all design team members, and a project specific Quality Assurance/Quality Control (QA/QC) Plan will be a part of this document to ensure that the company produces and delivers professional engineering services and work products to the highest standard that can be expected in the engineering industry. When this QA/QC Plan is implemented, a formal documented system of procedures and instructions will be used. With this QA/QC Plan, efficiency and accuracy will be increased, allowing BRADY to prepare deliverables on time and within budget. This is an error prevention program, not an error catching program. Approximately 5% of BRADY's design budget is allocated to QA/QC activities. QA/QC procedures will involve the independent review of technical memoranda, calculations, design drawings and specifications throughout their production. These procedures will also include internal auditing of the project fiscal and schedule status. This task will include specific reviews at PDR level, 50 percent and 90 percent level of completion, and will include interdisciplinary review meetings, final design completion, and/or other reviews as may be necessary. Quality Control also assures day-to-day review of work products and deliverables.

#### Task 1 Deliverables

- 1) Meeting Agendas & Minutes (electronic)
- 2) Monthly Status Reports (electronic)
- 3) Monthly Updated Project Schedules (electronic)
- 4) Monthly Invoices
- 5) Project Quality/Plan

### Task 3 – Comprehensive Geotechnical Soils & Demolition Report and Costing

#### ADD:

#### Subsurface Exploration

We propose two days of subsurface exploration to complete five hollow stem auger test borings using a truck mounted drill rig at the site. Specifically, we propose to advance four borings around the perimeter of the abandoned Filter Plant buildings and one boring at the Clear Well structure for the infiltration site assessment discussed below. The borings will extend a minimum of 5 feet into competent formational materials or to a maximum depth of 20 feet, whichever depth is shallower.

The field work will consist of the following activities:

- Coordinate with Brady and El Toro Water District to obtain permission to access the site.
- Mark out the locations of the explorations.
- Notify Underground Service Alert (USA) and subcontract with a private utility locating service to review the location of explorations relative to underground utilities prior to commencing the field work.

- Subcontract with a drilling subcontractor and advance the hollow stem auger test borings to the target depths, or shallower if drilling refusal is encountered. When drilling, obtain bulk samples in the upper 5 feet and samples at depths of about 2, 5, 7.5 and 10-feet, and then at 5 to 10-foot depth intervals thereafter using Modified California and Standard Penetration Test split-barrel samplers. A Group Delta engineer or geologist will supervise the field work, log the test borings, and collect the soil samples.
- Abandon the explorations with soil cuttings and/or bentonite and thin spread any remaining spoils within earth surfaced areas of site.

### **Geotechnical Laboratory Testing**

Group Delta will conduct laboratory testing on selected soil samples to evaluate physical and engineering properties. Our accredited laboratory in San Diego will perform the testing per ASTM International and Caltrans standards. The emphasis of the testing will be to assess: 1) index properties of the soils for classification, 2) elastic and consolidation settlement, 3) soil shear strength, 4) the potential for soil expansion or collapse, and 5) soil corrosivity. We will determine the actual laboratory testing program following completion of the subsurface exploration.

### **Interpretation and Geotechnical Reporting**

We will interpret the findings from the subsurface exploration and laboratory testing and conduct geotechnical evaluations and analyses to prepare a geotechnical investigation report that provides the information listed below.

#### **1) General**

- a. Generalized soil and groundwater conditions
- b. Geologic and tectonic setting
- c. Assessment of geologic and seismic hazards such as surface fault rupture, strong ground motion and liquefaction and secondary effects
- d. Assessment of geotechnical conditions such as expansive and compressible soils, and corrosivity screening

#### **2) Seismic Design**

- a. Site Class in accordance with the latest version of the California Building Code
- b. Mapped seismic design parameters in accordance with the latest version of the California Building Code

#### **3) Shallow Foundations**

- a. Recommendations for allowable vertical and lateral bearing pressures
- b. Estimates of total and differential settlement
- c. Recommendations for footing position and embedment
- d. Considerations for Risk Category II and IV structures, as appropriate

**Task 6 – Building Structures & Retention Basin Design Drawings and Specifications****ADD: Clarifications from****CONCEPTUAL DESIGN PHASE**

1. Meet with Project Team to discuss budget, program, schedule and design issues. This meeting will include meeting with the Water District and stakeholders to gather input for project requirements.
2. Meet with County Building and Planning Department to review all requirements including design review, accessibility issues and approval process.
3. Work with Brady to prepare space needs / program document per discussions with the project team.
4. Develop Preliminary Building Floor Plans and Building Elevations for the project. These designs will build on the information already completed to date, but with modifications recommended "Best Practices".

After obtaining approval of a preferred design option we will proceed into Schematic Design.

**SCHEMATIC DESIGN PHASE**

1. Refine Concept Plans to reflect overall scope requirements. These plans will be schematic in nature and are intended only to provide information with regard to overall extent of the project. Included will be site plan, concept electrical/lighting plans, concept mechanical plans, preliminary structural plans and architectural plans to describe design intent for each of the project elements and systems.
2. Prepare preliminary interior and exterior renderings of proposed design and provide an initial walk-thru of the 3D model for design review.
3. Prepare preliminary material and equipment selections for review.
4. Coordinate with provided civil engineering and landscape architecture consultants.
5. Present to Project Team for schematic design review and approval to proceed with current scope extents. At this stage any adjustments to the scope/program should be identified.
6. Make required presentations to various agency review organizations to review proposed design. Proposal assumes one County presentation.
7. Make required modifications to Schematic Design to obtain Schematic Design and Site Plan approval.
8. After obtaining approval of Schematic Design we will proceed into Design Development.



### **DESIGN DEVELOPMENT PHASE**

1. Refine design of Site Plan, Architectural Plans, and Engineering Plans
2. Meet with the County Building Department and any applicable utility companies or other points of coordination to establish expectations for the project and understand timelines for incorporation into the project schedule.
3. Prepare updated design renderings and conduct Virtual Reality walk thru.
4. Provide submittal and presentation to Project Team for design review and approval to proceed with current program and design direction.
5. After obtaining approval of Design Development we will proceed into Construction Documents.

Attend progress meetings with stakeholders (assume 1 meeting for this phase).

### **CONSTRUCTION DOCUMENTS PHASE**

1. Prepare drawings and associated documents required for approving agencies and incorporate all required revisions/corrections as necessary to obtain required approvals.
2. Prepare drawings and specifications suitable for bidding to clearly delineate the Contractor's scope of work.
3. Submittals will be made at 60% CDs, 90% CDs, 100% CDs and will include plans and specifications. A final FOR CONSTRUCTION document set will be distributed for construction once permitting is complete. It is assumed that the Client will provide any required General and Supplementary Conditions and Bidding Information. Structural design will be for foundation systems only.
4. Submit plans to County Building Department for plan check, and perform all required revisions to construction documents based on Department's plan check comments (Note: plan check and permit fees are not included).

Meet with Project Team (one meeting) to review final design and construction documents.

### **BIDDING PHASE**

1. Provide drawings and specifications (in electronic format) for bid package. For this proposal it is assumed that the Client or their selected contractor will advertise, assemble and distribute bid packages as required.
2. Interpret and clarify contract documents for contractors, and assist in issuing addenda as required.
3. Attend a Pre-Bid walkthrough at the site with all interested contractors.

Participate in bid review of contractor's detailed cost breakdown and assist in evaluation of the bids.

### **CONSTRUCTION ADMINISTRATION PHASE**

Construction contract administration services are based on a Nine month construction period, from Authorization to Proceed through Punch list Inspection. The following services will be provided:

Attend Pre-Construction conference.

Review and approve or take other appropriate action upon Contractor's submittals and shop drawings as required by contract documents.

Interpret contract documents (including all contracted sub-consultant disciplines) for proper execution and progress of construction, including responding to contractor's requests for information and clarification, and issuing ASI's (Architect's Supplemental Instructions).

Make one scheduled site visit every other week during the course of construction (total of 18) to observe the project, and prepare site visit report (meeting minutes). Site visit shall include meeting with contractor and Client representative to review progress of construction, review pending RFI and Change Order information, and observe the construction to verify work is proceeding in accordance with construction documents.

Make one additional site visit to perform Punchlist Inspection, and one additional visit to perform Final Inspection. Punchlist Inspection will include a detailed listing of all items remaining to be completed by the Contractor. Final Inspection will certify that all work has been completed in accordance with construction documents.

Assist in review of contractor's initial and progress schedules and Schedule of Values.

Assist in reviewing and processing contractor's progress payment requests, and certifying the amounts due to the contractor.

### **ASSUMPTIONS & ADDITIONAL SERVICES**

The following items are not included in the Basic Services, and will be provided as additional services only after written authorization is received. Unless a subsequent fixed fee proposal is provided, the work will be done on an hourly basis.

Additional Services not included in our basic scope of work include:

1. Civil Engineering and Landscape Architecture.
2. Fire Protection design and engineering (to be done as a deferred submittal).
3. Topographic survey, boundary survey, Title search, easement identification, etc.
4. Geotechnical survey and report.
5. Structural engineering for the building shell. If PEMB is not utilized for building design additional fees will be required.
6. Revisions to Contract Documents resulting from Owner requested changes to documents previously approved by the Owner, or due to code or zoning changes made subsequent to Owner approval.

7. Preparing separate construction document packages for discretionary permits or alternate bid items.
  8. Attendance of any public hearings and/or additional meetings other than detailed in the proposal.
  9. Services required because of significant changes in the project (not due to the design team's acts or omissions) including, but not limited to, size, quality, complexity, schedule, or the method for bidding and contracting for construction.
  10. Processing change requests for Owner requested changes, and for unforeseen site conditions, after bid, including revisions to Contract Documents, processing approval of revisions through the Building Department, and Change Order negotiation.
  11. Providing services in conjunction with implementing substitutions proposed by the Contractor, and making subsequent revisions to Contract Documents resulting from such.
  12. Providing services made necessary by the default of the Contractor, by major deficiencies in the work of the Contractor, or by failure of performance of either the Owner or the Contractor under the Contract for Construction.
  13. Providing services in conjunction with arbitration proceedings or legal proceedings, except where the Architect is a party to such proceedings.
  14. Providing "Special Inspection" services required by law or the Contract Documents.
  15. Traffic Engineering Services.
  16. Commissioning or Enhanced Commissioning Services.
  17. Preparation of documentation to process the project through the US Green Building Council as a LEED project.
  18. Design of photo-voltaic electrical generation systems (code required solar ready infrastructure is included in basic scope).
- Plan check and permit fees are not included and are to be paid by the Client.

## **Appendix B: Project Descriptions**

## Appendix B: Project Descriptions

# 1

### Utilities Operations Yard Upgrade

A Facilities Master Plan and study was prepared by the BRADY team for the utilities operations yard in 2003, with additional studies and updates occurring in 2006 and 2007. The studies provided the concept designs and recommendations to enhance operating efficiencies and effectiveness through budgeting, design, and construction of new and remodeled facilities to meet present and future staffing and operational needs. The Facilities Master Plan was accepted in late 2007 which included structural, civil, architectural, mechanical, plumbing, electrical, and landscaping scope. BRADY was contracted to prepare the contract documents for the required operations yard improvements project, including:

<b>CLIENT</b>	<b>CITY OF HUNTINGTON BEACH</b>
<b>CLIENT'S REFERENCE</b>	<b>DEBBIE DEBOW, P.E.</b> Tel: (714) 330-3683
<b>TIMEFRAME</b>	<b>2007-2011</b>
<b>VALUE OF CONSTRUCTION CONTRACTS</b>	<b>DESIGN: \$2.2M TOTAL: \$11.6M</b>

- A remodel and seismic upgrade of the existing Operations/Administration Building (8,389 square feet);
- Design of a new Operations Building to provide for training, GIS, water quality, and expanded laboratory facilities (6,714 square feet);
- Design of new Distribution & Meter Building to provide for workshops for the water distribution and metering, and wastewater operations (11,096 square feet)
- Design of a new storage facility addition to the existing Production Building (990 square feet);
- Design of a new covered storage and fleet parking structure;
- Design of new material bays and fluoride tank structure;
- Associated site work including landscaping, site fencing, and relocation of existing miscellaneous support facilities

**BRADY was recognized for the completion of this project with the 2011 APWA Project of the Year Award.**





# 2

## Temecula Field Operations Center

BRADY was contracted by the City to conduct a Facility Needs Assessment and provide a design for a new City Maintenance Facility and Corporate Yard. This project was constructed on a 3.35 acre site adjacent to City Hall. The project was being phased to provide for early use of additional parking facilities needed for current City operations, and to allow for full facility implementation and execution of the work within a City established CIP budget and cash flow. The Facility was programmed to accommodate for expanding City operations and services demand anticipated to peak in 2015.

CLIENT	CITY OF TEMECULA
CLIENT'S REFERENCE	GREG BUTLER Tel: (951) 694-6411
TIMEFRAME	2005-2007
VALUE OF CONSTRUCTION CONTRACTS	DESIGN: \$1.5M CONSTRUCTION: \$10M

The complex of structures consisted of a 23,600-SF total building area (made up of four separate structures), a 45,800 –SF parking area, a 49,000-SF maintenance yard area, and a 27,000-SF landscape area. Over 700 linear feet of masonry retaining/screen walls were provided. Sustainable design features were used throughout the complex, some of which were recycled materials, natural ventilation and daylighting, low water-used fixtures and irrigation, and low building energy use. Stringent structural design measures were required to mitigate the potential hazards of an earthquake fault below the site.

One structure was a multi-occupancy two-story steel framed building with a total of 17,750 square feet. The structural system consisted of a steel frame system utilizing special moment resisting frames for resisting earthquake forces. Additional building components consisted of concrete slab-on-grade for the first floor, metal decking with lightweight concrete fill supported on steel beams at the second floor and roof levels, steel wide flange and tube columns supporting the second floor and roof framing, conventional spread footings supporting steel columns and steel studs with stucco finish for the exterior walls. Three steel framed exterior covers consisted of a storage facility, a covered parking facility, and a wash facility. The covers were primarily roof canopies with limited wall siding. The structural system was cantilevered steel tube columns supporting steel roof framing. Tapered steel roof girders efficiently provided minimum required roof slopes and supported conventional steel wide flange purlins. Metal roof decking provided the structural substrate for architecturally enhancing standing seam metal roofing. The cantilevered tube columns were supported by cast-in-place concrete drilled piers.

All design work for this project was performed in accordance with the strictest project specific quality control procedures, and in cooperation with client quality assurance requirements. Subconsultants were involved in early partnering sessions, and conformed to QC requirements throughout design development. The well received design was accomplished within budgetary and schedule parameters. Stringent cost control procedures resulted in zero additive construction change orders.



## 3

**Alvarado Water Treatment Plant**

From 1999-2013, BRADY personnel provided ongoing project management, construction management, master planning, and civil engineering support service for the design and construction of an expansion to the City of San Diego's Alvarado Water Treatment Plant.

<b>CLIENT</b>	<b>CITY OF SAN DIEGO</b>
<b>CLIENT'S REFERENCE</b>	<b>MIKE WALLACE</b> Tel: (619) 409-6884
<b>TIMEFRAME</b>	<b>1999-2013</b>
<b>VALUE OF CONSTRUCTION CONTRACTS</b>	<b>DESIGN: \$25M</b> <b>CONSTRUCTION: \$250M</b>

The Alvarado Water Treatment Plant project for the City of San Diego required multiple, simultaneous contracts to expand and upgrade the existing facility, including the complete renovation of the Operations Building. Richard Brady, P.E., BCEE, performed the building code upgrade, including seismic improvements, of the existing Operation Building to provide a new control room, offices, laboratory, locker facilities, and public restrooms. The work included utility and HVAC upgrades throughout the facility and involved significant environmental, lead and asbestos abatement work.

BRADY's scope of services included master planning, architecture, structural engineering, civil engineering, project management, cost control, project scheduling, and construction management and administration. BRADY performed constructability reviews and plan checks, provided construction inspection and testing services, acted as the Owners representative, and performed contract administration. BRADY engineers designed numerous improvements to eliminate waste by-products; reduce chemical feed requirements for most chemicals while eliminating others entirely (lime and ammonium hydroxide); improvements to treatment processes to obtain the maximum output from facilities originally constructed in the 1940's; and the introduction of new processes such as ozone disinfection that reduced the use of chlorine by nearly 80%. Our team increased the production capacity of the original filters from 70 mgd to 120 mgd, at a cost that was less than 4% of the cost to construct entirely new filters. We replaced the filter underdrains that allowed the removal of the gravel layer of media and thereby increasing the filter driving head by 18 inches; the washwater troughs were raised to reduce the amount of filter media loss that occurred during backwashing; the surface wash system was replaced with a fixed grid system that also reduced the amount of media lost during backwashing while the filter bed was expanded; and we added filter-to-waste that allowed the first slug of high turbidity water to be recycled back to the plant influent, and not into the distribution system. All of these improvements together, costing less than \$1 million dollars compared to the \$50 million dollars for an equivalent new filtration module, allowed the improved filters to be re-rated at 6 gallons per minutes per square foot of filter surface area, equal to the maximum amount allowed by the Surface Water Treatment Rule. This then allowed the plant to be re-rated from 150 mgd to 200 mgd by virtue of these fairly simple improvements, at minimal capital investment.

**This project won the 2013 American Society of Civil Engineers Outstanding Civil Engineering Project Award.**



## Appendix C: Resumes




**YEARS EXPERIENCE**

38

**PRIMARY WORK LOCATION**

Orange County

**EDUCATION**
Water Utility and  
Environmental Resources
**LICENSES /  
CERTIFICATIONS**

California State Water  
Resources Control Board  
Water Grade V Water  
Distribution Certification  
(#3157) and Grade II Water  
Treatment Certification  
(#11727)  
American Water Works  
Association Grade III Water  
Distribution Certification

**PROFESSIONAL  
AFFILIATIONS**

Association of California  
Water Agencies (ACWA)

American Water Works  
Association (AWWA)

**Professional Summary**

George Murdoch has over 38 years of experience in utility operations and management. His primary areas of expertise include water distribution and treatment, wastewater operations as well as storm drain, streetlight, and oil & gas operations. He maintains the highest level of state water distribution certification and certified in water treatment. During his career he participated in the construction of two treatment facilities, a reservoir cover, numerous lift stations and pumping stations as well as built the Supervisory Control and Data Acquisition system (SCADA). Before joining Brady in 2018, Mr. Murdoch served as the Municipal Operations Director for the City of Newport Beach. In this capacity, he managed a full-service water and wastewater utility as well as storm drain, streetlight and oil & gas operation with an annual operating budget of \$33M and a staff of 60 employees serving a population of over 70,000. After retiring from the City of Newport Beach, Mr. Murdoch received the lifetime achievement award for 38 years of dedication and public service. Mr. Murdoch currently serves as a board of directors for a local water agency.

**Work Experience**

**Brady (2018)** - Assist cities and districts with annexation of service boundaries. Coordinate efforts with Local Area Formation Commission. Assist with oil well strategic planning. Assist with Supervisory and Data Acquisition strategic planning and updates.

**City of Newport Beach Utilities General Manager/Municipal Operations Director (2007-2018)**

- Responsible for directing and managing all city utility operations including water, wastewater, streetlights, storm drains and oil & gas. Responsible for a \$33 million-dollar budget and 60 employees. City infrastructure and services include; 200 miles of water main and 190 miles of sewer collection system, 27,000 service connections, 22 wastewater lift stations, 3 reservoirs, 2 treatment facilities, 5 water pump stations, 16 oil wells, 3,000 street lights, and 4 water wells. Responsible for conducting rate studies and establishing rate adjustments for water and sewer services. Prepared and presented staff reports, resolutions, and municipal code to City Council for approval. Responsible for media and emergency operations as well as water conservation and efficiency compliant with state regulations. Served as the state designated Chief Operator responsible for water quality and distribution to 70,000 residents. Other projects include conversion of streetlights to LED lighting, Variable frequency drive replacements saving over a half million dollars a year in energy savings.

**City of Newport Beach Utilities Manager (2005-2007)** – Managed water divisions including maintenance and repair, water quality, meter reading and customer service. Responsible for water supply and resources assuring the city has an adequate safe water supply. Managed the streetlight electrical division maintaining and repairing over 3,000 streetlights. Prepared and presented staff reports and contracts for City Council approval as well as Urban Water Management Plans and state water supply permits.

**City of Newport Beach Water Production Supervisor (2000-2005)** – Supervised the division managing all water production facilities including pump stations, reservoirs, treatment facilities and pressure regulating facilities. Converted the treatment facilities from chlorination to chloramination using automation and new injection systems. Conversion of pumping operations to variable frequency drives for energy efficiency. Oversaw construction of the 600AF reservoir cover project. Responsible for City's water quality and distribution.

**City of Newport Beach Utilities Worker / Water Plant Operator (1980-2000)** – Provided hands on water and wastewater operations and maintenance activities including water and sewer main construction and replacement, water service installation and customer service. Operations of the City's water treatment plants, pump stations, and reservoir facilities. Oversaw the City's water laboratory taking samples and processing for bacteriological and physical testing to comply with state and federal regulations. Created the first automation system (SCADA) to remote control, monitor and alarm water and waste water stations. Participation in the construction and implementation of the City's water well operations and new treatment facilities.

**YEARS EXPERIENCE**

39

**YEARS WITH FIRM**

20 (Firm's Owner)

**PRIMARY WORK LOCATION**

San Diego

**EDUCATION**

BS, Civil Engineering,  
San Diego State University,  
1980

Leading Professional Service  
Firms, Harvard Business  
School

**LICENSES /  
CERTIFICATIONS**

Civil Engineer, California No.  
36175

Diplomate, American  
Academy of Environmental  
Engineers, No. 97-20026

**PROFESSIONAL  
AFFILIATIONS**

American Public Works  
Association

American Water Works  
Association

San Diego County Water  
Works Group

**Professional Summary**

Richard Brady is the founder, President and Chief Executive Officer of Richard Brady & Associates (BRADY). He has 39 years of experience in water resources planning and in the design, management, and construction administration of drinking water supply projects. His fields of specialization include: predesign, design, value engineering, construction management, and start-up services for many large drinking water treatment plants, pump stations, and reservoir projects. Mr. Brady is a graduate of Harvard Business School's "Leading Professional Service Firms" and the "Owner-President Management" program. He is also an internationally-recognized water engineer, and a contributing author to the AWWA's "Water Treatment Plant Design". He has served as the Program Manager for the City of San Diego Water Infrastructure Master Plan, and his design experience includes nationally-acclaimed water treatment facilities.

Mr. Brady will work with his project team to ensure that all aspects of the rehabilitation design are taken into consideration and the design is completed on-time and with the highest possible standard.

**Project Experience****Principal-in-Charge, Water Operations Yard Master Plan Update; Huntington Beach, CA (City of Huntington Beach)**

- Mr. Brady served as Principal-in-Charge on this project which consisted of field verification, investigation, and documentation of existing conditions at the Water Operations Yard in the City of Huntington Beach. The investigation included an examination of the buildings currently being occupied by the Water Division's Administrative and Management, Water Quality, Water Production, Water Distribution, Water Meters, Warehousing, and Geographic Information Systems (GIS) Sections. A Building Needs Assessment Survey was also conducted to obtain information from Water Division staff members regarding current facility and future growth needs.

**Project Manager, Water Facilities Master Plan, San Diego, CA (City of San Diego)**

- The City was seeking professional civil engineering services to prepare a Water Facilities Master Plan (WFMP) in a phased manner over a 5 year contract. Specifically, to develop the Water Facilities Master Plan with a long-term sustainable perspective incorporating all of the Water Department's facilities and assets into one comprehensive document. Mr. Brady was selected to update the Master Plan, a result of his multi-decade career of serving the City of San Diego, including his role as the Project Manager of the Alvarado Water Treatment Plant project from 1989-2005.

The WFMP was to include aspects of the potable, raw, and recycled water systems and incorporate and enhance existing City documents such as the Potable Hydraulic Water Master Plans, Recycled Water Master Plan Evaluation Process, and other pertinent City information and data. Mr. Brady's responsibilities as Project Manager included the oversight of reviewing and updating the City's geodatabases; establishing system performance criteria for water system evaluation; evaluating existing water distribution facilities and their ability to meet current and future demands and in their ability to minimize life-cycle cost; incorporating of current CIP projects and evaluating existing and future system operations; updating/completing potable, recycled, and raw water master plans; developing probable cost opinions for the required capital facilities; and developing an implementation and prioritization plan for recommended CIP projects to ensure available infrastructure through ultimate built-out of the City's water service areas.

**Principal-in-Charge, 17 MG Conventionally Reinforced and Buried Los Coches Reservoir, Padre Dam**

**Municipal Water District** – Mr. Brady was responsible for predesign, design, and construction management. The 17 MG Los Coches Reservoir is a 216-foot x 456-foot x 25-foot deep conventionally reinforced concrete reservoir constructed by the Padre Dam Municipal Water District between 1983 and 1985. The reservoir is completely buried and covered with 18-inches of soil. Two hundred and twenty 20-inch diameter columns support the reservoir roof. The reservoir is separated into two cells by a center-dividing wall. The inlet and outlet piping is 36-inches in diameter. The reservoir construction involved the placement of over 8,000 cubic yards of concrete and more than 20,000 linear feet of waterstop and joint sealant. There were no change orders on this project.

**Principal-in-Charge, Integrated Facilities Plan, San Diego, CA (Padre Dam Municipal Water District)** - Mr. Brady served as Principal-in-Charge and assisted in managing the development of the Padre Dam Municipal Water District's Integrated Facilities Plan (IFP). The IFP analyzed potable water, recycled water, and wastewater handling needs and developed strategies to meet peak demands. The IFP document updated the previous PDMWD water and wastewater master plans and recycled water master plans.

**Project Manager, Drinking Water Quality Improvement Program, San Diego, CA (City of San Diego Water Utilities Department)** - While employed at Malcolm Pirnie, Mr. Brady served as Project Manager for the City of San Diego's Drinking Water Quality Improvement Program. His responsibilities included preparing reports addressing City-wide issues of water supply and transmission, water quality, environmental considerations, specific predesign reports for the Alvarado (200 mgd) and Miramar (215 mgd) WTPs, and master planning for the Lower Otay (60 mgd) and North City (60 mgd) WTP. The estimated construction cost for projects identified in the DWQIP was \$773 million dollars.

**Project Manager, Alvarado Water Treatment Plant Expansion and Rehabilitation, Phases I & II, San Diego, CA (City of San Diego)** - Mr. Brady served as Project Manager on this multi-phase Water Treatment Plant Expansion and Rehabilitation from 1989-2005. The project involved the design of new sedimentation basins, ozone contactors, and filter backwash facilities, as well as upgrades and rehabilitation to the existing sedimentation basins, filters, and operations building. Responsible for the preparation of a preliminary design study for the existing filter backwash water storage and conveyance facilities, and evaluation of flocculation and sludge removal equipment for new and existing basins. Provided technical support and project background information to the VE team, and an evaluation of the impact due to implementing VE ideas. Participated in all technical review meetings, assisted in preparation of project design schedules, and reviewed construction cost estimates. Prepared periodic design progress reports, design calculations, and technical documents concerning treatment capacity for review by the California Department of Health Services. Prepared permit review packages for the City's Development Services Department.

**Project Manager, Earl Thomas Reservoir Demolition and Replacement Project, San Diego, CA (City of San Diego)** - Mr. Brady served as Project Manager for the Earl Thomas Reservoir Demolition and Replacement Project, which at one time, was the largest prestressed concrete reservoir. The project included the design of a 35 MG prestressed concrete, circular clearwell 410 feet in diameter and 40 feet tall. Mr. Brady was responsible for civil site work, including the appurtenant piping, pumping, and flow control equipment required for operation of the new clearwell. Additionally, he provided design services including preparation of civil site plans; structural, mechanical, and electrical drawings, and supplemental specifications for the prestressed concrete tank.

**Project Manager, Otay Water Treatment Plant Upgrade, San Diego, CA (City of San Diego)** - Mr. Brady was selected by the City of San Diego to manage the Otay Water Treatment Plant Upgrade. The project included the design of a new U.V. disinfection system and ancillary facilities, including yard piping, grading, chlorine contractor, and related work to be added to the existing water treatment plant. The plant is designed for an immediate upgrade to 40 mgd and for the future expansion to 60 mgd. Project included the study of plant hydraulics and emergency power requirements.





## YEARS EXPERIENCE

4 years

## LICENSES / CERTIFICATIONS

- Professional Civil Engineer, California, No. C90365
- OSHA 30-Hour Construction
- Competent Person
  - Confined Space
  - Fall Protection
  - Excavation
  - Scaffolding
- First Aid/CPR/AED

## EDUCATION

M.S., Civil and Environmental Engineering,  
California Polytechnic State University,  
San Luis Obispo, CA

B.S., Environmental Engineering,  
California Polytechnic State University,  
San Luis Obispo, CA

## SOFTWARE SKILLS

- AutoCAD Civil 3D
- MicroStation
- ArcGIS
- FLOW-3D
- FLO-2D
- HEC-HMS
- HEC-RAS
- MATLAB

## Professional Summary

Mr. Murawsky is a civil engineer specializing in water distribution and storage systems with a background in water/wastewater treatment for both centralized and decentralized systems. Over his past four years at BRADY he has assisted with numerous reservoir and utility vault inspections and the design and drafting of several extensive projects. His design experience includes potable water reservoirs, pump stations, pressure reducing stations, disinfection facilities, flow control and metering installations, distribution pipelines, and stormwater conveyance systems. His attention to detail and proficient use of AutoCAD Civil 3D aid in creating site plans, grading plans, pipe alignments and profiles, and detailed design drawings.

## Project Experience

### Project Engineer/Designer/Superintendent/Site Safety and Health Officer (SSHO)/Inspector – HB 5 MG Reservoir Rehabilitation, Vista Irrigation District, CA

Designed new inlet/outlet yard piping and metering vault for the HB reservoir to improve reservoir mixing and water quality. Designed civil site work surrounding reservoir to include grading plan, paving plan, and general site layout. Sized site drainage features for design rain event. Compiled contract documents, including basis of design report, plans, and specifications.

On-site, full-time, as the Prime Contractor Superintendent/SSHO/Inspector during construction to manage daily production, site safety, and quality control.

### Project Engineer/Designer – Pressure Reducing Stations, Upland, CA

Analyzed the distribution system hydraulics for the City of Upland, CA to determine how to effectively implement pressure reducing stations to increase operation flexibility during future system rehabilitation and emergency situations. Implemented pressure data loggers to track and analyze system pressures at proposed pressure reducing station locations and areas of concern, indicated from the hydraulic model. This data was used to establish set points for the pressure reducing valves.

Researched existing utilities and created site plans for each proposed location. Pipeline profiles were created to indicate connections to existing pipelines and establish vertical spacing requirements for existing utility crossings.

### Project Engineer/Designer – 8 MG Steel Reservoirs No. 1 and No.2 Inspection, Westminster, CA

Inspected two existing above ground steel reservoirs for interior and exterior coating failure. Coating failure, primarily on the interior of the reservoir, resulted in corrosion of roofing members. Coating defects were mapped and quantified to determine the most efficient and economical solution to increase the reservoirs service life. A report was submitted to the client, which emphasized the results of the inspection and recommendations for repair.

### Project Engineer/Designer – HB 5 MG Reservoir Inspection, Vista Irrigation District, CA

Inspected existing above ground prestressed concrete reservoir with concrete dome roof for structural deficiencies. The inspection focused on identifying cracks and spalling of the reservoir footing, wall, and roof. These structural deficiencies were mapped and repair suggestions were submitted to the client along with report on inspection findings.

### Project Engineer/Designer – Pechstein 20 MG Reservoir Roof Inspection, Vista Irrigation District, CA

Inspected existing partially buried prestressed concrete reservoir with wooden roof for structural deficiencies. Inspection focused on identifying and quantifying areas of corrosion in roofing hardware and locations of dry rot, delamination, and checking within the glulam beams. The reservoir roof was inspected from the outside of the reservoir as well as by boat on the inside of the reservoir. Structural deficiencies were mapped and a report was submitted to the client, which highlighted findings and proposed that a new aluminum dome roof be installed to increase the reservoirs useful life.

### Project Engineer/Designer – Northrop Grumman Chiller Tank Inspection, CA

Inspected two concrete chiller tanks with a total storage volume of 250,000 gallons and two accompanying wet wells. The goal of the investigation was to locate and propose a fix for the campus cooling system, which was leaking at a rate of approximately 50,000 gallons per year. A report of the findings was prepared and repair suggestions were presented to the client.

**Project Engineer/Designer – Water Treatment and Distribution System for the Crow Indian Reservation, MT**

The project consisted of taking inventory of the existing infrastructure throughout the entire reservation. Including two existing conventional water treatment plants, several wells, chlorination systems, and storage tanks. Then locating a preferred site for a new centralized water treatment plant and distribution system to replace the existing infrastructure and provide a safe source of drinking water for the entire Crow Reservation. Developed hydraulic profiles of the previously proposed treatment and distribution system to show alternative solutions. Created several graphics and maps to summarize spatial data in relation to the Crow Reservations topography. Analyzed previously proposed system layout and how it could be modified to create a more affordable and efficient system.

**Project Engineer/Designer – Reservoir Failure Analysis, City of Upland, CA**

Implemented FLO-2D Software to simulate an instantaneous failure of a 7.5 MG reservoir and how it would impact the immediate community. The simulation was run at eight different failure locations to map maximum floodplain depth, flow velocity, and impact force. The simulation was also conducted with the implementation of a K-rail type barrier to analyze its effects on the same criteria. Results were presented to the City of Upland.

**Project Engineer/Inspector – San Antonio Park Reservoir No. 16 Tank Inspection, City of Upland, CA**

Inspected a 10 MG circular concrete reservoir with a hopper bottom to determine its condition, structural integrity, and needed repairs. Conducted a boat inspection using an inflatable raft inside of the reservoir to view the exposed reservoir walls, roof, columns, and shear walls for cracks, spalling, exposed rebar, and efflorescence. Also inspected the exterior of the roof and exposed joint between the roof and top of wall for cracks and deflection. Created figures to aid in the rehabilitation of reservoir damages.

**Incident Commander – Nob Hill Pipeline Project, San Diego County Water Authority, CA**

Site Incident Commander for Nob Hill pipeline installation project, where approximately 900 feet of existing pipeline was replaced to improve water distribution to the City of San Diego. Worked in 12-hour shifts to observe and report site operations to maintain worker safety during construction. Monitored worker activity within the pipeline and air quality measurements to ensure safety and regulation compliance.

**Project Engineer/Inspector – Reservoir No. 7 Tank Inspection, City of Laguna Beach, CA**

Inspected a 1.5 MG circular welded steel reservoir to determine its condition, structural integrity, and needed repairs. Conducted a boat inspection using an inflatable raft inside of the reservoir to view the exposed beams, roof, columns, walls, hardware, and steel coating for pitting, buckling, and other signs of distress.

**Project Engineer/Designer – New 7.5 MG Reservoir, City of Upland, CA**

The project consisted of a new 7.5 MG pre-stressed concrete reservoir, chlorine injection system, and site amendments. Designed and sized an onsite infiltration basin per the San Bernardino County Stormwater Program Water Quality Management Plans (WQMP) to capture and infiltrate stormwater runoff on site. Worked with clients to design a sodium hypochlorite injection system to chlorinate well water before entering reservoir and maintain residual concentration within the reservoir and distribution system. Designed and sized a secondary containment structure for chlorine storage. Developed pipeline profiles for all new pipe layouts and connections to existing reservoir and services. Designed site grading/paving plan using custom roadway corridors and grading software in AutoCAD Civil 3D. Assisted with project cost estimate and project specifications.

**Project Engineer/Designer – New Booster Pump Station, Dam Outlet Valve Improvements, and Water Quality Improvements, Fairbanks Ranch, CA**

The project consisted of developing a Site Improvement Report for the replacement of existing piping, meters, valves, and booster pumps, improvements to the damaged dam outlet valve, and improving water quality in Clubhouse Lake. Conducted a site investigation to inventory and determine the condition of existing infrastructure. Calculated the headloss through the existing pipe network to determine proper sizing for new booster pumps.

**Project Engineer/Designer - New Booster Pump Station, Orange County Sheriff Department, CA**

The project consisted of a new booster pump station for the Orange County Sheriff Department. Created a hydraulic profile based on the current pipeline and future metering configuration to determine how to appropriately size new pumps to obtain desired flowrate. Visited site to take inventory and pictures of existing facilities to better understand system and client's needs. Participated in start-up once pump skid was installed. Assisted in the trouble shooting of electrical wiring connections between controls and control panels.

**Project Engineer/Designer - 5 MG Reservoir Improvements and New Booster Pump Station, City of Fountain Valley, CA**

The project consisted of a new booster pump station, SCADA system, and upgrades to the existing 5 MG reservoir and existing site. Developed pipeline profiles for all new pipe layouts and connections to existing reservoir and services. Designed site grading/paving plan using custom roadway corridors in AutoCAD Civil 3D. Provided construction support by responding to Submittals and Requests for Information (RFI) from Contractor.

**JOINED FIRM**  
 2019

**PROFESSIONAL  
EXPERIENCE BEGAN**  
 2017

**LICENSES /  
CERTIFICATIONS**  
 Engineer in Training  
 March 2019

**EDUCATION**  
 B.S., Environmental  
 Engineering, San  
 Diego State  
 University, CA, 2019

**Professional Summary**

Chelsi is a recent environmental engineering graduate from San Diego State University.

**Technical Skills**

AutoCAD, ArcGIS, ECM OnBase, MATLAB, Aqualog 3-D fluorometer, In-Situ 1-D fluorometer, TOC analyzer, UVVIS spectrometer, Reverse osmosis pump

**Project Experience**
**Senior Design Project – Capstone – San Diego State University**

As Project Manager / Hydraulics Specialist, Chelsi managed, prioritized, and communicated tasks of the complex senior design project to a team of 7 people while mediating project disputes between team members. She oversaw the completion of tasks and the professional development of technical writing of submittals to the client. She also designed the water infrastructure aspect of the project to maintain post project flows while including a safety factor for surge flows and general wear and tear.

**California State Water Resources Control Board, Division of Drinking Water**

As Student Water Resource Control Engineer, Chelsi utilized engineering judgement to beneficially monitor water quality and infrastructure of distinct water systems in San Diego County and Imperial County by reviewing and evaluating technical and engineering reports, conducting compliance inspections, and taking appropriate follow-up actions. She composed effectual technical reports of routine scientific correspondence, memos, and formal and informal enforcement documents. Chelsi productively collaborated with Division of Drinking Water staff to gain experience and knowledge of relevant laws, rules, regulations, processes, and procedures related to water quality management. Proficiently entered and extracted relevant compliance information from various databases and spreadsheets and ensured that it was accurate, complete, and up to date.

**San Diego State University Research Foundation**

As Research Assistant, Chelsi successfully completed project “Effects of Scum Removal on Anaerobic Baffled Reactor Performance”; research on scum removal and batch flow of synthetic wastewater within an Anaerobic Baffled Reactor. Research presented at SDSU’s Summer Research in Engineering Poster Presentation to encourage high school students into STEM majors. Effectually trained new team members on equipment in the laboratory during their introductory period. Wrote standard operating procedures for both projects, as well as lab risk analyses. Delegated tasks and workloads to ensure laboratory functionality and safety.

**Water Innovation and Reuse Lab at San Diego State University**

Chelsi was a student volunteer and ran project “Simulating Wastewater Treatment with a Bench Top Anaerobic Baffled Reactor”; research on tracking the degradation of organic compounds in synthetic wastewater in a bench top Anaerobic Baffled Reactor. Research presented at San Diego State University’s 2017 Student Research Symposium. Successfully completed and followed hazardous waste material training and lab manual.



## YEARS EXPERIENCE

37

## EDUCATION

Houston Technical  
Institute, 1977

University of Houston,  
1978-1979

University of California  
Los Angeles, 1989

## Professional Summary

Mr. Reyes has 37 years of design experience in drafting, management, and systems administration in the fields of Architecture and Civil/Structural Engineering. His design program experience includes AutoCAD (23 yrs) and MicroStation (25 yrs). He is highly proficient in both applications with an emphasis on system configurations and troubleshooting. He has a complete understanding of the BIM Industry standard and can integrate various models. In addition to direct project design, setup, layout, and deliverables coordination, he maintains all CADD workstations and related software upgrades. Serving in the official title of, CADD Manager, his vast knowledge of multiple platforms and application software allow him to navigate and replicate the various client-specific environments. His flexibility and constant ongoing training ensures that he remains current with the latest release versions of industry standard CADD applications.

## Project Experience

**CADD Manager-Bentley Microstation V8i SS2, Portsmouth Gaseous Diffusion Plant - Decontamination & Decommissioning - On-Site Disposal Cell, Fluor- Babcock & Wilcox Portsmouth, LLC under contract to the United States Department of Energy** - Served in role of CADD Manager for the OSDC in Piketon, Ohio, in partnership with Fluor.

Established programmatic CADD design standards and created CADD manual. Ordered computer hardware and design software to accommodate 5 workstations. Supervised the CADD department in the creation of preliminary design drawings and exhibits. Created site layouts and grading plans and all other Civil drawings necessary for implementation of selected remedy waste disposal option. Oversaw and managed the direct interaction with FBP contract awarded A & E firm to maintain compliance with FBP's policies and standards as it related to electronic media submittals. Trained and mentored junior CADD designers and junior engineers in the application design software. Responsible for all CADD-related project issues.

**Senior Designer-Bentley Microstation V8i SS3, Water Group Job 926, Orion Construction/City of San Diego** - Prepared plan & profile construction documents for waterline replacements in the City's Point Loma area. All drawings were created per the City of San Diego's CIP guidelines and Citywide CADD & Drafting Standards-2012 edition. Coordinated all job set CADD & design requirements for BRADY and Orion Construction.

**Senior Designer-Bentley Microstation XM, I-680 Smart Lane Electronic Toll System, Electronic Transaction Corporation/Alameda County Corridor Management Agency** - Prepared plan & detail construction documents for electronic toll system upgrade to current HOV lane located in the Alameda County corridor limits boundary. All drawings were created per CalTrans standard plans preparation manual and the electronic files strictly adhere to the Caltrans CADD manual.

**Senior Designer-Bentley Microstation XM, Water Group Job 790, Orion Construction/Harris & Associates/City of San Diego** - Prepared plan & profile construction documents for waterline replacements in the City's La Jolla area. All drawings were created per the City of San Diego's CIP guidelines. Coordinated all job set CADD & design requirements for BRADY between prime partners Orion Construction and Harris & Associates.



**Senior Designer/Drafter-Bentley Microstation XM , Old Rose Canyon Trunk Sewer Relocation, City of San Diego** - Prepared construction drawings based on an existing pre-design report for approximately 2430 linear feet of new 24" PVC pipe. New alignment consisted of relocating sewer from Rose Canyon to Santa Fe Street. All horizontal and vertical alignments were to City of San Diego criteria and standards.

**CAD Manager/Senior Designer, Whitegates Reservoir Project, WG-1 5.3 Mil Gal, WG-2 3.7 Mil Gal, Sema Construction/City of Riverside, California** - Oversaw the construction document production for two new water reservoirs in this Design-Build Project. Drawings consisted of Civil, Mechanical, Electrical, Structural and I&C. Maintained drawing log and issued revision changes as required by contract. Coordinated all disciplines at local project level.

**Senior Designer, Sewer Lift Station 24 & Force Main Replacement, City of Huntington Beach** - Prepared general civil and mechanical construction documents for facilities upgrade to replace existing pump station and new sewer force main alignment.

**Senior Designer, Sewer Lift Station 26 & Force Main Replacement, City of Huntington Beach** - Prepared general civil and mechanical construction documents for facilities upgrade to replace existing pump station and new sewer force main alignment.

**Senior Designer-Bentley Microstation XM, Lake Skinner Water Treatment Plant ORP, Module 7 & Chemicals Redesign, Metropolitan Water District of Southern California** - Assigned to treatment plant to help investigate and coordinate all RFI's and FM's generated by the construction upgrades. Input all changed information into the CADD drawings in preparation for final as-built design drawings.

**Senior Designer, Monterrey Plantation / Lockwood Landing, JWH Engineering** - Prepared construction drawings for land development project in NC; layout waterlines, sanitary sewer lines and storm sewer lines for high density project.

**Senior Designer-Bentley Microstation XM, Weymouth Filtration Plant Oxidation Retrofit Project, Metropolitan Water District of Southern California** - Prepared design drawings for retrofitting of MWD's Weymouth filtration plant with ozonation facilities in order to meet the treatment technique components of the D/DBP Rule.

**Senior Designer-Bentley Microstation XM, MWD Regional Sub System Distribution Map, Metropolitan Water District of Southern California** - Created new sub system distribution map based on actual field-verified information.

**Metropolitan Water District of Southern California, Eagle Rock Lateral Blow-Off and Turnout Structure; Valve Installation and Replacement, Senior Designer-Bentley Microstation XM** - Prepared excavation drawings and construction support services for this project. This project consists of the replacement and relocation of approximately 35' of 24" diameter steel pipe, and 75' of 12" diameter steel pipe, and a new valve.

**Senior Designer-Bentley Microstation XM, San Diego Pipeline No. 5 and Lake Skinner Outlet Conduit Repairs, Metropolitan Water District of Southern California** - Prepared construction drawings for two pipeline repairs. The project included a new 16'-long section of 154" diameter steel liner, installed in multiple sections to allow for installation of the liner through a 45-degree elbow in the pipeline, and a 16'-long section of 167" diameter steel pipe, which replaces an existing prestressed concrete cylinder pipe.



**JOINED FIRM**  
2007**EDUCATION**

B.S., Mechanical  
Engineering  
The Pennsylvania  
State University,  
1988

**LICENSES /  
CERTIFICATIONS**

Professional  
Engineer, CA,  
#33082  
(Mechanical)

**Professional Summary**

Mr. Bowen has 25 years of experience and specializes in engineering, design, management and quality control of environmental and construction contracts. He is a professional engineer with emphasis in mechanical engineering. He has worked extensively in proposal and scope of work generation, cost estimating, construction management, project management, budget and cost analysis, project scheduling, supplier and subcontract management, drawing and specification development, regulatory compliance, and project closeout. Mr. Bowen has a thorough understanding of Design-Build and Design-Bid-Build project delivery methods and has direct experience with construction means and methods; manufacturing processes; fiberglass reinforced plastic and metal fabrication; electrical/mechanical system design and installation; start-up, training, operation and/maintenance activities.

Numerous private and public contract mechanisms under which Mr. Bowen has successfully completed projects include job order contracts, indefinite delivery/indefinite quantity contracts, multi-award contracts, basic ordering agreements, federal supply schedules, firm fixed-price, on-call, and cost plus contracts.

Mr. Bowen served as the Quality Control Program Manager on the Nation's first Environmental Multi-Award Contract (EMAC I) and performed as Project Manager and Deputy Program Manager on projects completed under the Navy's Environmental Job Order Contract (EJOC II).

Mr. Bowen will provide mechanical inspection services on this contract.

**Project Experience****Program Manager, Mechanical Inspector: N62473-12-D-3004 Marine Corp Base Camp Pendleton, Job Order Contract (JOC) for Design-Build of Heavy and Civil Engineering Construction**

- As Program Manager for the Rapid JOC, Mr. Bowen oversaw and managed all incidental engineering and construction activity for this multi-year IDIQ contract. All task orders to date have been completed on time and on budget, with no contractor-initiated change orders, and no liquidated damages. All task orders to date have been negotiated on a firm fixed price basis, and are issued as a design-build performance-based task order. This contract involves the management of multiple sites and multiple task orders, which at most times are running concurrently. The work associated with this contract to date has included water, wastewater, storm water, natural gas distribution and facilities type projects.

**Program Manager, Mechanical Inspector: N62473-11-D-0813 Naval Base Point Loma, Job Order Contract (JOC) for Design-Build of Heavy and Civil Engineering Construction**

- As Program Manager for the NBPL FEAD JOC, Mr. Bowen oversees and manages all incidental engineering and construction activity for this multi-year IDIQ contract. All task orders to date have been completed on time and on budget, with no contractor-initiated change orders, and no liquidated damages. All task orders to date have been negotiated on a firm fixed price basis, and are issued as a design-build performance-based task order. This contract involves the management of multiple sites and multiple task orders, which at most times are running concurrently. The work associated with this contract to date has included natural gas distribution, petroleum-based fuels, oils, or lubricants (POL) and facilities type projects.

**Program Manager, Mechanical Inspector: N62473-09-D-1019 Marine Corp Base Camp Pendleton, Job Order Contract (JOC) for Design-Build of Heavy and Civil Engineering Construction** - As Program Manager for the Rapid JOC, Mr. Bowen oversaw and managed all incidental engineering and construction activity for this multi-year IDIQ contract. All task orders were completed on time and on budget, with no contractor-initiated change orders, and no liquidated damages. All task orders were negotiated on a firm fixed price basis, and were issued as a design-build performance-based task order. This contract involved the management of multiple sites and multiple task orders, which at most times were running concurrently. The work associated with this contract included water, wastewater, storm water, wash water recycling, petroleum-based fuels, oils, or lubricants (POL) and facilities type projects.

**Program Manager, Mechanical Inspector: N62473-07-D-6311 Marine Corp Base Camp Pendleton, Job Order Contract (JOC) for Design-Build of Heavy and Civil Engineering Construction** - As Program Manager for the Rapid JOC, Mr. Bowen oversaw and managed all incidental engineering and construction activity for this multi-year IDIQ contract. All task orders were completed on time and on budget, with no contractor-initiated change orders, and no liquidated damages. All task orders were negotiated on a firm fixed price basis, and were issued as a design-build performance-based task order. This contract involved the management of multiple sites and multiple task orders, which at most times were running concurrently. The work associated with this contract included water, wastewater, and facilities type projects.

**Project Manager, Mechanical Inspector: N62473-13-C-4402 NAF El Centro, Design-Build Repair Arresting Gear E 28** - Demolish existing and design-build a new foundation associated with runway arresting gear retrieval equipment which supports air traffic at the Naval Air Facility El Centro. The work included removal of the existing foundation and installation of a new concrete foundation support system along with rough re-assembly of the arresting gear equipment. Special care was required to obtain the required tolerance levels of the equipment for proper operation with the associated aircraft.

**Project Manager, Mechanical Inspector: N62473-12-C-1416 SERE Camp, Design-Build Sewage Treatment System** - Design-Build project consists of repairs and upgrades to the existing wastewater systems and treatment plant. A new wastewater treatment plant will replace the existing plant which has exceeded its design life. The new collection piping and corresponding building tie-ins will replace a portion of the existing structurally deficient pipe. The new treatment plant will include the following: influent lift station, primary treatment units and secondary treatment unit, effluent pump station, wastewater sampling station and 40,000 gallon above-ground overflow tank.



**JOINED FIRM**  
2006

**PROFESSIONAL  
EXPERIENCE BEGAN**  
2000

**EDUCATION**  
B.S. Electrical  
Engineering  
University of  
California, San Diego,  
2005

**LICENSES /  
CERTIFICATIONS**  
Professional  
Electrical Engineer,  
California, No.  
20050

**PROFESSIONAL  
AFFILIATIONS**

## **Professional Summary**

Mr. Nishimura is a Professional Engineer with 13 years of professional experience in engineering. Mr. Nishimura is also proficient in AutoCad, AutoCad P&ID, AutoCAD Plant 3D, ETAP (Load Flow, Short Circuit, Protective Device Coordination & Arc Flash Analysis), Microstation, Plantspace P&ID, Sketchup, Allen Bradley RSLogix 500/5000, Schneider Electric Concept, Control Microsystems Telepace, Allen Bradley FactoryTalk, GE Fanuc Proficy, and Wonderware InTouch as well as programming experience in Matlab, Visual Basic, C, Java, KML (for use with Google Earth), and relay ladder logic programming. In addition to engineering design work, Mr. Nishimura also has extensive field experience during installation and startup/commissioning of electrical and industrial control systems in the built environment.

## **Project Experience**

**Title: Electrical & Control Systems Inspector/Start-Up Engineer**  
**Otay Water Treatment Plant Sodium Hypochlorite Generation**  
**Client: City of San Diego**

The Otay Water Treatment Plant is a 34.2 mgd conventional water treatment plant for the City of San Diego. This project consisted of providing inspection services and assisting the City in oversight on a Design-Build project that involved the replacement of the existing chlorine gas system with sodium hypochlorite generators to alleviate the safety concerns associated with storing and using chlorine gas for disinfection. Provided assistance in start-up, electrical testing, functional tests, preparing punch item punch lists, and discussing the progress of the work with the contractor. Electrical construction was inspected for conformance to the contract drawings, industry standards, and applicable codes.

**Title: Electrical & Control Systems Inspector/Start-Up Engineer**  
**Metropolitan Biosolids Center Centrifuges Replacement**  
**Client: City of San Diego**

The Metropolitan Biosolids Center (MBC) is the City of San Diego's state-of-the-art regional biosolids treatment facility. MBC provides two treatment operations including: thickening and digestion of raw solids and the dewatering of wet biosolids. This project consisted of providing inspection services and assisting the City in oversight on a Design-Build project that involved the replacement of six (6) dewater centrifuges. Provided assistance in start-up, electrical testing, functional tests, preparing punch item punch lists, and discussing the progress of the work with the contractor. Electrical construction was inspected for conformance to the contract drawings, industry standards, and applicable codes.

**Title: Electrical & Control Systems Inspector/Start-Up Engineer**  
**South Bay Water Reclamation Plant Demineralization Project**  
**Client: City of San Diego**

The South Bay Water Reclamation Plant (SBWRP) provides local wastewater treatment services and reclaimed water for the South Bay area of San Diego with a 15 mgd capacity. The treatment process consists of bar screens, grit chambers, clarifiers, aeration, tertiary filtration, uv disinfection, and demineralization. This project consisted of providing inspection services and assisting the City in the oversight on a Design-Build project that involves the full installation of two (2) Electrodialysis Reversal (EDR) trailer units relocated from the North City Water Reclamation Plant to establish a new demineralization facility at SBWRP, including a new clean -in-place system, new chemical feed systems, and integration into the existing control system at the plant. Provided assistance in start-up, electrical testing, functional tests, preparing punch item punch lists, and discussing the progress of the work with the contractor.

**Title: Electrical & Control Systems Engineer****City of Buena Park SCADA Maintenance****Client: City of Buena Park**

Mr. Nishimura provided Electrical and Control Systems Services to maintain the Supervisory Control and Data Acquisition (SCADA) system that was designed and installed by BRADY in a previous project. The City's water system consists of 1 reservoir with a booster pump station, 8 well sites, and 4 connections to the Metropolitan Water District's (MWD) Orange County Feeder (OCF) system. Services are provided to perform routine maintenance to keep the system up to date and provide assistance in upgrading and further enhancing the SCADA system.

**Title: Electrical & Control Systems Engineer****Naval Station Mayport Water Treatment Plant PLC Replacement, Mayport, FL****Client: Naval Facilities Engineering Command - NAVFAC**

Mr. Nishimura provided Electrical and Control Systems Services to replace the existing Programmable Logic Controller (PLC) for the Water Treatment Plant at Naval Station Mayport, Florida. This project included the design, installation, and programming for a new PLC, new local touchscreen Operator Interface Terminal (OIT), and a new Human Machine Interface (HMI) system consisting of two servers located in a control room. The Water Treatment Plant system consists of 2 reservoirs, 3 well sites, 6 high service pumps with Variable Frequency Drives (VFD), and a chlorine injection system.

**Title: Electrical & Controls Engineer****South Louisiana Methanol (SLM) Plant, Water Treatment Plant, Port Charles, LA****Client: South Louisiana Methanol**

Provided electrical and control system engineering support for the Front End Engineering and Design (FEED) Phase 2 work associated with the 2MGD water treatment to support the operations of a new \$1.2B methanol production facility. The water treatment plant supplies process water to multiple sources within the methanol production areas with influent ground water. Water was treated to varying levels based on the proposed use for fire water, cooling water, or ultra-pure demineralized process water. Raw water treatment was performed by water softening with lime and multi-media filtration. Water used for process was then further treated using a multi-step demineralization process that included ultrafiltration (UF), reverse osmosis (RO), electrodeionization (EDI), and ion exchange. Sludge produced in the softening process was dewatered using filter presses.

**Title: Electrical & Control Systems Engineer****City of Buena Park SCADA Replacement****Client: City of Buena Park**

Design-Build project consisted of upgrading SCADA System for the City of Buena Park. The City's water system consists of 1 reservoir with a booster pump station, 8 well sites, and 4 connections to the Metropolitan Water District's (MWD) Orange County Feeder (OCF) system. The existing Emerson/Iconics SCADA system was outdated and no longer functioning. The system was upgraded to Schneider Electric's SCADAPack/ClearSCADA system, which is expandable for future growth. The radio network was also upgrade to provide a mesh network to increase the reliability of communications to the remote sites. Produced design drawings and specifications, performed all PLC programming, oversaw PLC installation and conducted loop checks during startup and commissioning and tested all system I/O points end-to-end.



**CONSENT CALENDAR ITEM**  
October 20, 2021

**TO:** Board of Directors

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

Robert J. Hunter, General Manager

**SUBJECT:** **Authorize FY2021-22 Budget Revisions**

**STAFF RECOMMENDATION**

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It is recommended that the Board of Directors: Approve budget revisions.

**COMMITTEE RECOMMENDATION**

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Committee concurred with staff recommendation.

**DETAILED REPORT**

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It was stated at the April 2021 board meeting that the final revised budget will be presented in October 2021. This is when all the agencies Choice Program participation numbers are final which usually results in some budget changes. There are three Choice Programs: Water Use Efficiency, Public Affairs School Programs and Water Loss Control. The Choice Water Use Efficiency program increased their postage budget for 1099 processing of Turf and Spray to Drip mailings by \$243. The Public Affairs department received their final participation numbers from our member agencies. The Choice High School program budget decreased from \$66,142 to \$63,930, Middle School budget increased from \$45,709 to \$65,441 and the Elementary School program budget decreased from \$290,807 to \$288,310. The salaries and benefits changed slightly as well to align with the 3% administration fee promised to the agencies. The end result is an increase in the School Programs budget of \$17,233. The Water Loss Control Choice program budget was unchanged. The Core Budget was revised for Director's benefits. The costs were re-analyzed due to a consistent budget overage which resulted in a budget increase of \$33,000.

**Attachments:**

Attached hereto is the MWDOC FY21-22 Revised Budget Summary

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



## **Annual Budget for Fiscal Year 2021-22**

### **Revised Budget Summary**

**MWDOC's mission is:**

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

**Exhibit A7**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**FOR BUDGET REVISIONS**

	FY 2021-2022 CHOICE APRIL BUDGET	FY 2021-2022 CHOICE REVISED BUDGET	FY 2021-2022 CORE APRIL BUDGET	FY 2021-2022 CORE REVISED BUDGET	FY 2021-2022 CNSLD APRIL BUDGET	FY 2021-2022 CNSLD REVISED BUDGET
<b>OPERATING EXPENSES:</b>						
Salaries & Wages	\$ 547,729	\$ 548,882	\$ 3,630,813	\$ 3,629,660	\$ 4,178,542	\$ 4,178,542
less for Recovery from Grants/Agencies	(18,665)	(18,665)	-	-	(18,665)	(18,665)
Employee Benefits	162,670	163,063	1,194,060	1,193,667	1,356,730	1,356,730
Director Compensation			288,800	288,800	288,800	288,800
Director Benefits			128,022	161,248	128,022	161,248
MWD Representation			165,029	165,029	165,029	165,029
CALPERS Unfunded Liability Contribution			207,000	207,000	207,000	207,000
Overhead Reimbursement	304,761	305,425	(304,761)	(305,425)	-	-
Health Insurance Coverage for Retirees	-		101,099	101,099	101,099	101,099
Audit Expense	-		30,220	30,220	30,220	30,220
Automotive & Toll Road Expenses	200	200	17,050	17,050	17,250	17,250
Vehicle Expense - Water Loss Control	5,800	5,800	-		5,800	5,800
Conference Expense - Staff			44,560	44,560	44,560	44,560
Conference Expense - Directors			16,845	16,845	16,845	16,845
Engineering Expense			380,000	380,000	380,000	380,000
Insurance Expense			130,000	130,000	130,000	130,000
Legal Expense - General			225,000	225,000	225,000	225,000
Maintenance Expense			153,400	153,400	153,400	153,400
Membership / Sponsorship			143,041	143,041	143,041	143,041
CDR Participation			65,249	65,249	65,249	65,249
Miscellaneous Expense	12,000	12,000	76,381	76,381	88,381	88,381
Postage / Mail Delivery	400	643	8,600	8,600	9,000	9,243
Professional Fees	594,758	609,781	865,859	865,859	1,460,617	1,475,640
Rents & Leases			1,800	1,800	1,800	1,800
Outside Printing, Subscription & Books			83,700	83,700	83,700	83,700
Office Supplies			35,000	35,000	35,000	35,000
Supplies - Water Loss Control	4,000	4,000	-	-	4,000	4,000
Building Repair & Maintenance			15,000	15,000	15,000	15,000
Computer Maintenance			8,000	8,000	8,000	8,000
Business Expense			2,500	2,500	2,500	2,500
Software Support & Expense	2,100	2,100	82,580	82,580	84,680	84,680
Computers and Equipment	-	-	23,450	23,450	23,450	23,450
Telecommunications Expense	1,440	1,440	41,400	41,400	42,840	42,840
Temporary Help Expense	-	-	5,000	5,000	5,000	5,000

(1)

(2)



**Exhibit A7**  
**SUMMARY OF REVENUES AND EXPENSES BY LINE ITEMS**  
**FOR BUDGET REVISIONS**

	FY 2021-2022 CHOICE APRIL BUDGET	FY 2021-2022 CHOICE REVISED BUDGET	FY 2021-2022 CORE APRIL BUDGET	FY 2021-2022 CORE REVISED BUDGET	FY 2021-2022 CNSLD APRIL BUDGET	FY 2021-2022 CNSLD REVISED BUDGET
Training Expense	2,000	2,000	50,000	50,000	52,000	52,000
Tuition Reimbursement			5,000	5,000	5,000	5,000
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff			69,825	69,825	69,825	69,825
Travel & Accommodations - Directors			21,250	21,250	21,250	21,250
MWDOC's Contribution to WEROC: Operations			260,346	260,346	260,346	260,346
Capital Acquisition (excluding building)			273,059	273,059	273,059	273,059
Capital Acquisition Carryover			-	-	-	-
Capital Acq Prior year carryover credit			(5,803)	(5,803)	(5,803)	(5,803)
<b>NORMAL OPERATING EXPENSES</b>	<b>\$ 1,619,194</b>	<b>\$ 1,636,669</b>	<b>\$ 8,538,373</b>	<b>\$ 8,569,390</b>	<b>\$ 10,157,567</b>	<b>\$ 10,206,060</b>
MWDOC's Building Expense			\$ 903,089	\$ 903,089	\$ 903,089	\$ 903,089
Building Expense to Carryover			\$ -	\$ -	\$ -	\$ -
Building Expense Prior Year Carryover Credit			\$ (461,116)	\$ (461,116)	\$ (461,116)	\$ (461,116)
<b>TOTAL EXPENSES</b>	<b>\$ 1,619,194</b>	<b>\$ 1,636,669</b>	<b>\$ 8,980,346</b>	<b>\$ 9,011,363</b>	<b>\$10,599,540</b>	<b>\$ 10,648,033</b>
<b>REVENUES:</b>						
Retail Meter Charge			\$ 8,357,232	\$ 8,357,232	\$ 8,357,232	\$ 8,357,232
Ground Water Customer Charge			335,385	335,385	335,385	335,385
Interest Revenue			220,000	220,000	220,000	220,000
Miscellaneous Income			3,000	3,000	3,000	3,000
Choice Revenue	1,619,194	1,636,669			1,619,194	1,636,669
<b>TOTAL REVENUES</b>	<b>\$ 1,619,194</b>	<b>\$ 1,636,669</b>	<b>\$ 8,915,617</b>	<b>\$ 8,915,617</b>	<b>\$10,534,811</b>	<b>\$ 10,552,286</b>
<b>EFFECT ON RESERVES:</b>						
<b>TOTAL CONTRIBUTION (DRAW) FROM RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (64,730)</b>	<b>\$ (95,747)</b>	<b>\$ (64,730)</b>	<b>\$ (95,747)</b>

- (1) Total FY2021-2022 Salaries & Wages includes \$51,378 for intern support
- (2) Total FY2021-2022 Benefits includes \$5,052 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 10.88% for Classic employees and 7.59% for PEPRA Calpers employees. A further assumption is that medical, dental and vision insurance rates will increase by 6% for calendar year 2022.
- (3) Carryover is for work and capital purchases on the building that were budgeted for but not completed and will be carried over to the next year as a carryover credit
- (4) Carryover credit is the cumulative dollars from prior years that was unspent and that will be applied toward work projected to be completed in future years
- (5) Based on FY20-21 projections and FY21-22 MWDOC designated reserve target, designated reserves will be essentially fully funded.





## **Annual Budget for Fiscal Year 2021-22**

### **Final Budget with Revised Choice Programs**

**MWDOC's mission is:**

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

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET
<b>OPERATING EXPENSES:</b>						
Salaries & Wages	\$ 3,609,691	\$ 3,571,031	\$ (38,660)	\$ 3,629,660	\$ 58,629	\$ 19,969
Employee Benefits	1,182,786	1,180,004	(2,782)	1,193,667	13,663	10,881
Director Compensation	258,909	237,059	(21,850)	288,800	51,741	29,891
Director Benefits	101,971	122,925	20,955	161,248	38,323	59,278
MWD Representation	157,070	127,043	(30,027)	165,029	37,986	7,959
CALPERS Unfunded Liability Contribution	207,000	207,000	-	207,000	-	-
Overhead Reimbursement	(300,926)	(296,267)	4,659	(305,425)	(9,157)	(4,498)
Health Insurance Coverage for Retirees	87,449	80,288	(7,161)	101,099	20,811	13,650
Audit Expense	29,725	20,162	(9,563)	30,220	10,058	495
Automotive & Toll Road Expenses	21,300	2,100	(19,200)	17,050	14,950	(4,250)
Conference Expense - Staff	26,515	10,000	(16,515)	44,560	34,560	18,045
Conference Expense - Directors	18,695	3,735	(14,960)	16,845	13,110	(1,850)
Engineering Expense	340,000	574,896	234,896	380,000	(194,896)	40,000
Insurance Expense	110,000	120,000	10,000	130,000	10,000	20,000
Legal Expense - General	210,500	188,097	(22,403)	225,000	36,903	14,500
Maintenance Expense	131,420	99,000	(32,420)	153,400	54,400	21,980
Membership / Sponsorship	127,161	146,944	19,783	143,041	(3,903)	15,880
CDR Participation	53,158	53,158	-	65,249	12,091	12,091
Miscellaneous Expense	103,000	40,446	(62,554)	76,381	35,935	(26,619)
Postage / Mail Delivery	8,900	8,306	(594)	8,600	294	(300)
Professional Fees	996,202	865,065	(131,137)	865,859	794	(130,343)
Rents & Leases	1,750	1,200	(550)	1,800	600	50
Outside Printing, Subscription & Books	84,700	42,005	(42,695)	83,700	41,695	(1,000)
Office Supplies	39,000	18,000	(21,000)	35,000	17,000	(4,000)
Building Repair & Maintenance	15,000	12,500	(2,500)	15,000	2,500	-
Computer Maintenance	8,000	7,200	(800)	8,000	800	-
Business Expense	4,500	1,500	(3,000)	2,500	1,000	(2,000)
Software Support & Expense	89,640	81,000	(8,640)	82,580	1,580	(7,060)
Computers and Equipment	31,550	31,550	-	23,450	(8,100)	(8,100)
Telecommunications Expense	29,650	35,547	5,897	41,400	5,853	11,750
Temporary Help Expense	5,000	-	(5,000)	5,000	5,000	-
Training Expense	62,500	60,000	(2,500)	50,000	(10,000)	(12,500)
Tuition Reimbursement	5,000	1,000	(4,000)	5,000	4,000	-

(1)  
(2)

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff	62,495	7,000	(55,495)	69,825	62,825	7,330
Travel & Accommodations - Directors	24,900	3,000	(21,900)	21,250	18,250	(3,650)
MWDOC's Contribution to WEROC: Operations	241,236	241,236	-	260,346	19,110	19,110
Capital Acquisition (excluding building)	154,200	345,297	191,097	273,059	(72,238)	118,859
Capital Acquisition to Carryover	271,900	5,803	(266,097)	-	(5,803)	(271,900)
Capital Acq Prior Year Carryover Credit	(346,900)	(271,900)	75,000	(5,803)	266,097	341,097
<b>NORMAL OPERATING EXPENSES</b>	<b>\$ 8,264,646</b>	<b>\$ 7,982,929</b>	<b>\$ (281,717)</b>	<b>\$ 8,569,390</b>	<b>\$ 586,461</b>	<b>\$ 304,744</b>
MWDOC's Building Expense	\$ 1,870,000	\$ 1,408,884	\$ (461,116)	\$ 903,089	\$ (505,795)	\$ (966,911)
Building Expense to Carryover	\$ -	\$ 461,116	\$ 461,116	\$ -	\$ (461,116)	\$ -
Building Expense Prior Year Carryover Credit	\$ (1,143,117)	\$ (1,143,117)	\$ -	\$ (461,116)	\$ 682,001	\$ 682,001
<b>TOTAL EXPENSES</b>	<b>\$ 8,991,529</b>	<b>\$ 8,709,812</b>	<b>\$ (281,717)</b>	<b>\$ 9,011,363</b>	<b>\$ 301,551</b>	<b>\$ 19,834</b>

<b>REVENUES:</b>						
Retail Meter Charge	\$ 7,837,792	\$ 7,837,792	\$ (0)	\$ 8,357,232	\$ 519,440	\$ 519,440
Ground Water Customer Charge	595,323	595,323	-	335,385	(259,939)	(259,939)
Interest Revenue	458,000	213,000	(245,000)	220,000	7,000	(238,000)
Miscellaneous Income	3,000	3,000	-	3,000	-	-
<b>TOTAL REVENUES</b>	<b>\$ 8,894,116</b>	<b>\$ 8,649,115</b>	<b>\$ (245,000)</b>	<b>\$ 8,915,617</b>	<b>\$ 266,501</b>	<b>\$ 21,501</b>

<b>EFFECT ON RESERVES:</b>						
<b>TOTAL CONTRIBUTION (DRAW) FROM RESERVES</b>	<b>\$ (97,413)</b>	<b>\$ (60,697)</b>	<b>\$ 36,716</b>	<b>\$ (95,747)</b>	<b>\$ (35,050)</b>	<b>\$ 1,666</b>

- (1) Total FY2021-2022 Salaries & Wages includes \$0 for intern support
- (2) Total FY2021-2022 Benefits includes \$0 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 10.88% for Classic employees and 7.59% for PEPRA employees. A further assumption is that medical, dental and vision insurance rates will increase by 6% for calendar year 2022.
- (3) Carryover is for work and capital purchases on the building that were budgeted for but not completed and will be carried over to the next year as a carryover credit
- (4) Carryover credit is the cumulative dollars from prior years that was unspent and that will be applied toward work projected to be completed in future years.
- (5) Based on FY20-21 projections and FY21-22 MWDOC designated reserve target, designated reserves will be essentially fully funded.

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET
<b>OPERATING EXPENSES:</b>						
Salaries & Wages	\$ 542,384	\$ 534,587	\$ (7,797)	\$ 548,882	\$ 14,295	\$ 6,499
less for Recovery from Grants	-	(39,927)	(39,927)	(18,665)	21,262	(18,665)
Employee Benefits	152,599	149,636	(2,963)	163,063	13,427	10,464
Director Compensation	-	-	-	-	-	-
Director Benefits	-	-	-	-	-	-
MWD Representation	-	-	-	-	-	-
Overhead Reimbursement	300,926	296,267	(4,659)	305,425	9,157	4,498
Health Insurance Coverage for Retirees	-	-	-	-	-	-
Audit Expense	-	-	-	-	-	-
Automotive & Toll Road Expenses	1,000	100	(900)	200	100	(800)
Vehicle Expense	6,350	4,600	(1,750)	5,800	1,200	(550)
Conference Expense - Staff	-	-	-	-	-	-
Conference Expense - Directors	-	-	-	-	-	-
Engineering Expense	-	-	-	-	-	-
Insurance Expense	-	-	-	-	-	-
Legal Expense - General	-	-	-	-	-	-
Maintenance Expense	-	-	-	-	-	-
Membership / Sponsorship	-	-	-	-	-	-
Miscellaneous Expense	12,000	9,000	(3,000)	12,000	3,000	-
Postage / Mail Delivery	400	400	-	643	243	243
Professional Fees	585,136	378,734	(206,402)	609,781	231,047	24,645
Rents & Leases	-	-	-	-	-	-
Outside Printing, Subscription & Books	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-
Supplies - Water Loss Control	10,000	10,000	-	4,000	(6,000)	(6,000)
Computer Maintenance	-	-	-	-	-	-
Software Support & Expense	15,000	-	(15,000)	2,100	2,100	(12,900)
Telecommunications Expense	1,200	1,440	240	1,440	-	240
Computers and Equipment	2,000	1,908	(92)	-	(1,908)	(2,000)
Temporary Help Expense	-	-	-	-	-	-
Training Expense	2,000	2,000	-	2,000	-	-
Tuition Reimbursement	-	-	-	-	-	-

(1)

(2)

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff	-	-	-	-	-	-
Travel & Accommodations - Directors	-	-	-	-	-	-
Capital Acquisition	-	-		-	-	-
Subtotal Expenses	\$ 1,630,995	\$ 1,348,745	\$ (282,250)	\$ 1,636,669	\$ 287,924	21.35%
<b>TOTAL EXPENSES</b>	<b>\$ 1,630,995</b>	<b>\$ 1,348,745</b>	<b>\$ (282,250)</b>	<b>\$ 1,636,669</b>	<b>\$ 287,924</b>	<b>\$ 5,674</b>

<b>REVENUES:</b>						
Choice Revenue	\$ 1,630,995	\$ 1,348,745	\$ (282,250)	\$ 1,636,669	\$ 287,924	\$ 5,674
<b>TOTAL REVENUES</b>	<b>\$ 1,630,995</b>	<b>\$ 1,348,745</b>	<b>\$ (282,250)</b>	<b>\$ 1,636,669</b>	<b>\$ 287,924</b>	<b>\$ 5,674</b>

- (1) Total FY2021-2022 Salaries & Wages includes \$51,378 for intern support
- (2) Total FY2021-2022 Benefits includes \$5,052 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 10.88% for Classic employees and 7.59% for PEPRA Calpers employees. A further assumption is that medical, dental and vision insurance rates will increase by 6% for calendar year 2022.

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET	
<b>OPERATING EXPENSES:</b>							
Salaries & Wages	\$ 4,152,075	\$ 4,105,617	\$ (46,457)	\$ 4,178,542	\$ 72,925	\$ 26,468	(1)
less for Recovery from Grants	-	(39,927)	(39,927)	(18,665)	21,262	(18,665)	
Employee Benefits	1,335,385	1,329,640	(5,745)	1,356,730	27,090	21,345	(2)
Director Compensation	258,909	237,059	(21,850)	288,800	51,741	29,891	
Director Benefits	101,971	122,925	20,955	161,248	38,323	59,278	
MWD Representation	157,070	127,043	(30,027)	165,029	37,986	7,959	
CALPERS Unfunded Liability Contribution	207,000	207,000	-	207,000	-	-	
Overhead Reimbursement	-	-	-	-	-	-	
Health Insurance Coverage for Retirees	87,449	80,288	(7,161)	101,099	20,811	13,650	
Audit Expense	29,725	20,162	(9,563)	30,220	10,058	495	
Automotive & Toll Road Expenses	22,300	2,200	(20,100)	17,250	15,050	(5,050)	
Vehicle Expense - Water Loss Control	6,350	4,600	(1,750)	5,800	1,200	(550)	
Conference Expense - Staff	26,515	10,000	(16,515)	44,560	34,560	18,045	
Conference Expense - Directors	18,695	3,735	(14,960)	16,845	13,110	(1,850)	
Engineering Expense	340,000	574,896	234,896	380,000	(194,896)	40,000	
Insurance Expense	110,000	120,000	10,000	130,000	10,000	20,000	
Legal Expense - General	210,500	188,097	(22,403)	225,000	36,903	14,500	
Maintenance Expense	131,420	99,000	(32,420)	153,400	54,400	21,980	
Membership / Sponsorship	127,161	146,944	19,783	143,041	(3,903)	15,880	
CDR Participation	53,158	53,158	-	65,249	12,091	12,091	
Miscellaneous Expense	115,000	49,446	(65,554)	88,381	38,935	(26,619)	
Postage / Mail Delivery	9,300	8,706	(594)	9,243	537	(57)	
Professional Fees	1,581,338	1,243,799	(337,539)	1,475,640	231,841	(105,698)	
Rents & Leases	1,750	1,200	(550)	1,800	600	50	
Outside Printing, Subscription & Books	84,700	42,005	(42,695)	83,700	41,695	(1,000)	
Office Supplies	39,000	18,000	(21,000)	35,000	17,000	(4,000)	
Supplies - Water Loss Control	10,000	10,000	-	4,000	(6,000)	(6,000)	
Building Repair & Maintenance	15,000	12,500	(2,500)	15,000	2,500	-	
Computer Maintenance	8,000	7,200	(800)	8,000	800	-	
Business Expense	4,500	1,500	(3,000)	2,500	1,000	(2,000)	
Software Support & Expense	104,640	81,000	(23,640)	84,680	3,680	(19,960)	
Computers and Equipment	33,550	33,458	(92)	23,450	(10,008)	(10,100)	
Telecommunications Expense	30,850	36,987	6,137	42,840	5,853	11,990	
Temporary Help Expense	5,000	-	(5,000)	5,000	5,000	-	
Training Expense	64,500	62,000	(2,500)	52,000	(10,000)	(12,500)	
Tuition Reimbursement	5,000	1,000	(4,000)	5,000	4,000	-	

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET
<b>OPERATING EXPENSES: continued</b>						
Travel & Accommodations - Staff	62,495	7,000	(55,495)	69,825	62,825	7,330
Travel & Accommodations - Directors	24,900	3,000	(21,900)	21,250	18,250	(3,650)
MWDOC's Contribution to WEROC: Operations	241,236	241,236	-	260,346	19,110	19,110
and to WEROC Capital Improvements	-	-	-	-	-	-
Capital Acquisition (excluding building)	154,200	345,297	191,097	273,059	(72,238)	118,859
Capital Acquisition to Carryover	271,900	5,803	(266,097)	-	(5,803)	(271,900)
Capital Acq Prior Year Carryover Credit	(346,900)	(271,900)	75,000	(5,803)	266,097	341,097
<b>NORMAL OPERATING EXPENSES</b>	<b>\$ 9,895,641</b>	<b>\$ 9,331,674</b>	<b>\$ (563,967)</b>	<b>\$ 10,206,060</b>	<b>\$ 874,385</b>	<b>\$ 310,419</b>
MWDOC's Building Expense	\$ 1,870,000	\$ 1,408,884	\$ (461,116)	\$ 903,089	\$ (505,795)	\$ (966,911)
Building Expense to Carryover	\$ -	\$ 461,116	\$ 461,116	\$ -	\$ (461,116)	\$ -
Building Expense Prior Year Carryover Credit	\$ (1,143,117)	\$ (1,143,117)	\$ -	\$ (461,116)	\$ 682,001	\$ 682,001
<b>TOTAL EXPENSES</b>	<b>\$ 10,622,524</b>	<b>\$ 10,058,557</b>	<b>\$ (563,967)</b>	<b>\$ 10,648,033</b>	<b>\$ 589,475</b>	<b>\$ 25,509</b>

(3)

(4)

(3)

(4)

<b>REVENUES:</b>						
Retail Meter Charge	\$ 7,837,792	\$ 7,837,792	\$ (0)	\$ 8,357,232	\$ 519,440	\$ 519,440
Ground Water Customer Charge	595,323	595,323	-	335,385	(259,939)	(259,939)
Interest Revenue	458,000	213,000	(245,000)	220,000	7,000	(238,000)
Miscellaneous Income	3,000	3,000	-	3,000	-	-
Choice Revenue	1,630,995	1,348,745	(282,250)	1,636,669	287,924	5,674
<b>TOTAL REVENUES</b>	<b>\$ 10,525,111</b>	<b>\$ 9,997,861</b>	<b>\$ (527,250)</b>	<b>\$ 10,552,286</b>	<b>\$ 554,425</b>	<b>\$ 27,175</b>

<b>EFFECT ON RESERVES:</b>						
<b>TOTAL CONTRIBUTION (DRAW) FROM RESERVES</b>	<b>\$ (97,413)</b>	<b>\$ (60,697)</b>	<b>\$ 36,716</b>	<b>\$ (95,747)</b>	<b>\$ (35,050)</b>	<b>\$ 1,666</b>

(5)

- (1) Total FY2021-2022 Salaries & Wages includes \$51,378 for intern support
- (2) Total FY2021-2022 Benefits includes \$5,052 for intern support. Total Benefits also includes a Calpers contribution for full time employees of 10.88% for Classic employees and 7.59% for PEPRA Calpers employees. A further assumption is that medical, dental and vision insurance rates will increase by 6% for calendar year 2022.
- (3) Carryover is for work and capital purchases on the building that were budgeted for but not completed and will be carried over to the next year as a carryover credit
- (4) Carryover credit is the cumulative dollars from prior years that was unspent and that will be applied toward work projected to be completed in future years.
- (5) Based on FY20-21 projections and FY21-22 MWDOC designated reserve target, designated reserves will be essentially fully funded.

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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2020-2021 BUDGET
<b>Water Revenues</b>			(1)			(2)
Water Sales	\$ 213,288,586	\$ 132,313,277	\$ (80,975,309)	\$ 159,262,425	\$ 26,949,149	\$ (54,026,161)
Local Resource Program Incentives	(4,881,259)	(4,106,624)	774,635	(4,136,088)	(29,464)	745,171
Readiness-To-Serve Charge	11,583,326	11,110,718	(472,608)	11,142,354	31,636	(440,972)
Capacity Charge	3,892,240	4,312,425	420,185	4,732,610	420,185	840,370
Interest Revenue - Tier 2 Cont.	22,000	10,000	(12,000)	10,500	500	(11,500)
SCP/SAC Pipeline Surcharge	315,000	312,432	(2,568)	315,000	2,568	-
<b>TOTAL WATER REVENUES</b>	<b>\$ 224,219,893</b>	<b>\$ 143,952,228</b>	<b>\$ (80,267,665)</b>	<b>\$ 171,326,801</b>	<b>\$ 27,374,573</b>	<b>\$ (52,893,092)</b>
<b>Water Expenses</b>						
Water Purchases	\$ 213,288,586	\$ 132,313,277	\$ (80,975,309)	\$ 159,262,425	\$ 26,949,149	\$ (54,026,161)
Local Resource Program Incentives	(4,881,259)	(4,106,624)	774,635	(4,136,088)	(29,464)	745,171
Readiness-To-Serve Charge	11,583,326	11,110,718	(472,608)	11,142,354	31,636	(440,972)
Capacity Charge	3,892,240	4,312,425	420,185	4,732,610	420,185	840,370
SCP/SAC Pipeline Surcharge	315,000	312,432	(2,568)	315,000	2,568	-
<b>TOTAL WATER EXPENSES</b>	<b>\$ 224,197,893</b>	<b>\$ 143,942,228</b>	<b>\$ (80,255,665)</b>	<b>\$ 171,316,301</b>	<b>\$ 27,374,073</b>	<b>\$ (52,881,592)</b>
<b>Changes to Fund Balance:</b>						
Tier 2 Contingency	\$ 22,000	\$ 10,000	\$ (12,000)	\$ 10,500	\$ 500	\$ (11,500)

(1) The large variance between FY2020-21 Adopted Budget and Project Actuals is due to the below average treated water demands of MWDOC's retail agencies. Low treated water demands can be attributed to more retail agency local water production and low consumptive water demand, mainly attributed to the COVID-19 economic downturn.

(2) Proposed Budget sales for FY2021-22 are estimated to be below last year's Adopted Budget as a result of low treated water demands due to increased retail agency local water production and low consumptive water demand, mainly attributed to the COVID-19 economic downturn.



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

	FY 2020-2021 ADOPTED BUDGET	FY 2020-2021 PROJECTED ACTUALS	VARIANCE ACTUALS TO BUDGET	FY 2021-2022 PROPOSED BUDGET	VARIANCE TO PROJECTED ACTUALS	VARIANCE TO FY 2019-2020 BUDGET
<b>Funding</b>						
Metropolitan Water District	\$ 788,114	\$ 1,177,270	\$ 389,156	\$ 1,459,112	\$ 281,843	\$ 670,999
USBR	175,604	211,100	35,496	162,020	(49,081)	(13,584)
DWR	457,586	571,980	114,394	708,233	136,253	250,647
Member Agencies	123,630	262,205	138,575	239,387	(22,818)	115,757
MWDOC	35,000	35,000	(0)	50,000	15,000	15,000
<b>TOTAL OUTSIDE FUNDING</b>	<b>\$ 1,579,934</b>	<b>\$ 2,257,555</b>	<b>\$ 677,621</b>	<b>\$ 2,618,752</b>	<b>\$ 361,197</b>	<b>\$ 1,038,818</b>
<b>Program Expenses Funded from Outside Sources</b>						
Installation Verification	59,000	62,692	3,692	68,600	5,908	9,600
Rebate Incentives	1,196,934	1,926,268	729,334	2,252,822	326,554	1,055,888
<b>TOTAL PROGRAMS EXPENSES</b>	<b>\$ 1,579,934</b>	<b>\$ 2,257,555</b>	<b>\$ 677,621</b>	<b>\$ 2,618,752</b>	<b>\$ 361,197</b>	<b>\$ 1,038,818</b>

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

Cost Center	PROGRAM	FY 2020-2021 BUDGET FTE	FY 2021-2022 BUDGET FTE	FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
11	Administrative - Board	1.67	1.58	\$ 1,173,230	\$ 1,037,923	\$ 1,269,023
12	Administrative - General	3.75	3.97	695,341	656,142	789,058
13	Personnel / Staff Development	1.56	1.69	427,047	396,491	393,261
19	Overhead	4.43	4.15	1,068,235	1,011,955	1,355,294
21	Reliability Planning and Engineering	3.62	2.57	941,736	1,081,194	679,793
23	Metropolitan Issues and Water Policy	3.76	3.98	777,165	789,692	959,009
31	Governmental Affairs	0.97	0.85	514,960	457,556	495,760
35	Water Use Efficiency (Core)	1.04	0.95	461,443	464,143	465,589
32	Public Affairs	4.45	4.76	910,703	822,677	1,006,360
41	Finance	3.55	3.37	673,518	656,629	583,812
45	Information Technology	1.01	0.99	380,031	367,291	312,086
25	MWDOC's Contribution to WEROC	3.20	3.11	241,236	241,236	260,346
<b>CORE TOTAL</b>		<b>33.01</b>	<b>31.97</b>	<b>\$ 8,264,646</b>	<b>\$ 7,982,929</b>	<b>\$ 8,569,390</b>
62	Water Use Efficiency Program	4.85	4.90	900,920	850,428	915,132
63	School Programs	0.06	0.06	406,606	210,974	430,221
70	Water Loss Control	1.83	1.39	323,469	287,343	291,317
<b>CHOICE TOTAL</b>		<b>6.74</b>	<b>6.35</b>	<b>\$ 1,630,995</b>	<b>\$ 1,348,745</b>	<b>\$ 1,636,669</b>
<b>CORE &amp; CHOICE TOTAL</b>		<b>39.75</b>	<b>38.32</b>	<b>\$ 9,895,641</b>	<b>\$ 9,331,674</b>	<b>\$ 10,206,060</b>
Includes:	Full-time employees	33.00	32.25	(2)		
	Part-time employees	1.15	1.52			
	Interns	2.39	1.44			
	WEROC Full-time employees	2.72	3.11			
	WEROC Part-time employees	0.49				

(1)

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

(2) FTE's for 2020-2021 are calculated based on 2088 hours of work for the year. FTE's for 2021-2022 are calculated based on 2088 hours worked for the year. This corresponds to the actual working days for the fiscal year which varies year to year. MWDOC and WEROC combined are budgeted to have a total of 35 full-time employees, 3 part-time employee and 3 interns. Several full-time employees are budgeted to work less than 40 hours a week which explains the fractions of an FTE for full time employees. The decrease of one FTE overall is due to an employee retiring from the Finance Department.

**Municipal Water District of Orange County**  
**2021-2022 FISCAL MASTER PLAN PROJECTIONS**  
(in thousands)

	Projected ACTUALS FY20-21	BUDGET FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Beginning Designated Reserve Balance - MWDOC	\$7,305	\$ 7,971	\$ 7,975	\$ 8,197	\$ 8,197	\$ 8,463	\$ 8,647
OPEB Reserve	297	297	297	297	297	297	297
Adjusted Reserve Balance	7,008	7,674	7,678	7,900	7,900	8,166	8,350
<b>Revenues</b>							
Water Rate Revenues:							
Retail Meter Agency Charge	7,838	8,357	8,465	8,554	8,581	8,688	8,746
Ground Water Customer Charge	595	335	339	343	348	352	356
Subtotal	8,433	8,693	8,805	8,897	8,929	9,039	9,102
Other Revenues:							
Choice Revenues	1,349	1,637	1,656	1,676	1,696	1,717	1,737
Interest Earnings	213	220	232	282	340	415	504
Misc./Reimbursements	3	3	3	3	3	3	3
Subtotal	1,565	1,860	1,891	1,962	2,039	2,134	2,244
<b>Total Revenues</b>	9,998	10,552	10,696	10,859	10,968	11,174	11,345
<b>Expenses</b>							
Core Expenses	7,904	8,302	8,402	8,503	8,605	8,708	8,812
Choice Expenses	1,349	1,637	1,656	1,676	1,696	1,717	1,737
Capital Acquisitions (not including building)	79	267	20	20	20	20	20
<b>Total Expenses w/o Building &amp; Election</b>	9,332	10,206	10,078	10,199	10,321	10,445	10,570
<b>Revenue Over Expenses w/o Building &amp; Election</b>	666	346	618	660	647	729	776
<b>ELECTION Reserve Beginning Balance</b>	1,333	462	431	159	540	50	431
<b>Annual Election Reserve Contribution</b>	-	(31)	381	381	381	381	381
<b>Annual Election Expense</b>	871	-	653	-	871	-	653
<b>Election Reserve Ending Balance</b>	462	431	159	540	50	431	159
<b>BUILDING Reserve Beginning Balance</b>	437	-	-	-	269	259	413
<b>Annual Building Reserve Contribution</b>	-	373	15	279	-	164	-
<b>Annual Building Expense</b>	727	442	200	10	10	10	10
<b>BUILDING Reserve Ending Balance</b>	-	-	-	269	259	413	403
<b>CASH FLOW Reserve Beginning Balance</b>	1,500	1,500	1,500	1,500	1,500	1,500	1,500
<b>Annual Cash Flow Reserve Contribution</b>	-	-	-	-	-	-	-
<b>Cash Flow Reserve Ending Balance</b>	1,500	1,500	1,500	1,500	1,500	1,500	1,500
<b>Ending General Fund &amp; Cash Flow Reserves</b>	\$ 7,212	\$ 7,247	\$ 7,741	\$ 7,091	\$ 7,857	\$ 7,506	\$ 8,183
Document does not reflect MWDOC's irrevocable trust towards OPEB liability							
<b>MWDOC Water Rates</b>							
Total Retail Customer Meters	642,442	642,864	646,211	648,010	650,101	653,200	655,100
<b>Increment Rate</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Connection Charge</b>	\$ 12.20	\$ 13.00	\$ 13.10	\$ 13.20	\$ 13.20	\$ 13.30	\$ 13.35
Fixed Charge %		100%	100%	100%	100%	100%	100%
<b>Rate Increase Proposal:</b>							
Increment Rate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Charge	\$ 0.80	\$ 0.10	\$ 0.10	\$ -	\$ -	\$ 0.10	\$ 0.05

1 Assumptions for FMP:

Inflation factor:

1.20% per year

Rate of return on Investment of portfolio:

0.91% per year

**Working Capital and Interest Revenue Projections**

	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<b>Working Capital:</b>					
Designated Reserve Fund	7,975	8,197	8,197	8,463	8,647
Average Revenue from Agencies	4,402	4,449	4,464	4,520	4,551
WUE use of fund	(200)	(200)	(200)	(200)	(200)
Water Payment Float	7,138	7,163	7,188	7,213	7,238
Average Working Capital	19,316	19,609	19,650	19,996	20,236
Interest rate	1.20%	1.44%	1.73%	2.07%	2.49%
<b>Interest Revenue Projections:</b>					
Interest income - General	232	282	340	415	504
<b>Total Interest Revenue Projections</b>	232	282	340	415	504

## Total Core Expenses

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	3,609,691	3,571,031	3,629,660
6090	Directors Compensation - MWDOC	258,909	237,059	288,800
6095	Directors Compensation - MWD	157,070	127,043	165,029
6105	Benefits - Admin	1,182,786	1,180,004	1,193,667
6109	CALPERS Unfunded Liability Contribution	207,000	207,000	207,000
6111	Overhead Reimbursement	(300,926)	(296,267)	(305,425)
6115	Benefits - Directors	101,971	122,925	161,248
6120	Health Insurance Coverage for Retirees	87,449	80,288	101,099
6205	Training	62,500	60,000	50,000
6210	Tuition Reimbursement	5,000	1,000	5,000
6220	Temporary Help	5,000	-	5,000
7010	Engineering - Outside Services	340,000	574,896	380,000
7020	Legal - General	210,500	188,097	225,000
7030	Audit	29,725	20,162	30,220
7040	Other Professional Fees	996,202	865,065	865,859
7110	Conference - Employee	26,515	10,000	44,560
7115	Conference - Directors	18,695	3,735	16,845
7150	Travel & Accommodations - Employee	62,495	7,000	69,825
7155	Travel & Accommodations - Director	24,900	3,000	21,250
7210	Membership / Sponsorship	127,161	146,944	143,041
7250	CDR Participation	53,158	53,158	65,249
7305	Business Expense	4,500	1,500	2,500
7310	Office Maintenance	125,420	95,000	147,400
7315	Building Repair & Maintenance	15,000	12,500	15,000
7320	Rents & Leases	1,750	1,200	1,800
7330	Office Supplies	39,000	18,000	35,000
7340	Postal / Mail Delivery	8,900	8,306	8,600
7350	Subscriptions / Books	1,000	800	1,000
7360	Reproduction Expense	83,700	41,205	82,700
7410	Computer & Peripherals Maint	8,000	7,200	8,000
7430	Software Purchase	42,000	38,000	33,940
7440	Software Support	47,640	43,000	48,640
7450	Computers and Equipment	31,550	31,550	23,450
7580	Maintenance Expense	6,000	4,000	6,000
7610	Automotive / Mileage	20,000	1,900	16,000
7615	Toll Road Charges	1,300	200	1,050
7620	Insurance Expense	110,000	120,000	130,000
7640	Utilities - Telephone	29,650	35,547	41,400
7650	Bank Fees	1,200	2,700	3,200
7670	Miscellaneous Expenses	101,800	37,746	73,181
8810	Capital Acquisition	154,200	345,297	273,059
	<b>Total Expenditure</b>	<b>8,098,410</b>	<b>8,007,790</b>	<b>8,314,847</b>
	MWDOC's Contribution to WEROC Oper	241,236	241,236	260,346
	Capital Acquisition to Carryover (8810)	271,900	5,803	-
	Capitol Acq Prior Year Carryover Credit	(346,900)	(271,900)	(5,803)
	MWDOC's Building Expense (8811)	1,870,000	1,408,884	903,089
	Building Expense to Carryover	-	461,116	-
	Building Prior Year Carryover Credit	(1,143,117)	(1,143,117)	(461,116)
		<b>8,991,529</b>	<b>8,709,812</b>	<b>9,011,363</b>

## Total Choice Revenue and Expense

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
	Choice Revenue	1,234,354	1,234,354	1,231,890
4205	School Contracts	120,376	120,376	120,895
4705	Prior Year Carry Over	276,265	276,265	283,884
		-	-	-
	Choice billing over/under	-	(282,250)	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total Revenue</b>	1,630,995	1,348,745	1,636,669

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	542,384	534,587	548,882
	S & B Reimb. DSC or Recov from Grants	-	(39,927)	(18,665)
6090	Directors Compensation - MWDOC	-	-	-
6095	Directors Compensation - MWD	-	-	-
6105	Benefits - Admin	152,599	149,636	163,063
	Overhead Reimbursement	300,926	296,267	305,425
6115	Benefits - Directors	-	-	-
6120	Health Insurance Coverage for Retirees	-	-	-
6205	Training	2,000	2,000	2,000
6210	Tuition Reimbursement	-	-	-
6220	Temporary Help	-	-	-
7010	Engineering - Outside Services	-	-	-
7020	Legal - General	-	-	-
7030	Audit	-	-	-
7040	Other Professional Fees	190,373	178,734	192,100
	Other Professional Fees - School Programs	394,763	200,000	417,681
7110	Conference - Employee	-	-	-
7115	Conference - Directors	-	-	-
7150	Travel & Accommodations - Employee	-	-	-
7155	Travel & Accommodations - Director	-	-	-
7210	Membership / Sponsorship	-	-	-
7250	CDR Participation	-	-	-
7310	Office Maintenance	-	-	-
7320	Rents & Leases	-	-	-
7330	Office Supplies	-	-	-
7332	Supplies - Water Loss Control	10,000	10,000	4,000
7340	Postal / Mail Delivery	400	400	643
7350	Subscriptions/Books	-	-	-
7360	Reproduction Expense	-	-	-
7410	Computer & Peripherals Maint	-	-	-
7430	Software Purchase	15,000	-	2,100
7440	Software Support	-	-	-
7450	Computers and Equipment	2,000	1,908	-
7580	Maintenance Expense	-	-	-
7610	Automotive / Mileage	-	-	-
7612	Vehicle Expense	6,350	4,600	5,800
7615	Toll Road Charges	1,000	100	200
7620	Insurance Expense	-	-	-
7640	Utilities - Telephone	1,200	1,440	1,440
7650	Bank Fees	-	-	-
7670	Miscellaneous Expenses	12,000	9,000	12,000
8410	Overhead Reimbursement	-	-	-
8610	Depreciation Expense	-	-	-
8710	Election Expenses	-	-	-
8810	Capital Acquisition	-	-	-
	<b>Total Expenditure</b>	1,630,995	1,348,745	1,636,669

## Total Core and Choice Expenses

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	4,152,075	4,105,617	4,178,542
	S & B Reimb. DSC or Recov from Grants	-	(39,927)	(18,665)
6090	Directors Compensation - MWDOC	258,909	237,059	288,800
6095	Directors Compensation - MWD	157,070	127,043	165,029
6105	Benefits - Admin	1,335,385	1,329,640	1,356,730
6109	CALPERS Unfunded Liability Contribution	207,000	207,000	207,000
6111	Overhead Reimbursement	-	-	-
6115	Benefits - Directors	101,971	122,925	161,248
6120	Health Insurance Coverage for Retirees	87,449	80,288	101,099
6205	Training	64,500	62,000	52,000
6210	Tuition Reimbursement	5,000	1,000	5,000
6220	Temporary Help	5,000	-	5,000
7010	Engineering - Outside Services	340,000	574,896	380,000
7020	Legal - General	210,500	188,097	225,000
7030	Audit	29,725	20,162	30,220
7040	Other Professional Fees	1,186,575	1,043,799	1,057,959
	Other Professional Fees - School Programs	394,763	200,000	417,681
7110	Conference - Employee	26,515	10,000	44,560
7115	Conference - Directors	18,695	3,735	16,845
7150	Travel & Accommodations - Employee	62,495	7,000	69,825
7155	Travel & Accommodations - Director	24,900	3,000	21,250
7210	Membership / Sponsorship	127,161	146,944	143,041
7250	CDR Participation	53,158	53,158	65,249
7305	Business Expense	4,500	1,500	2,500
7310	Office Maintenance	125,420	95,000	147,400
7315	Building Repair & Maintenance	15,000	12,500	15,000
7320	Rents & Leases	1,750	1,200	1,800
7330	Office Supplies	39,000	18,000	35,000
7332	Supplies - Water Loss Control	10,000	10,000	4,000
7340	Postal / Mail Delivery	9,300	8,706	9,243
7350	Subscriptions / Books	1,000	800	1,000
7360	Reproduction Expense	83,700	41,205	82,700
7410	Computer & Peripherals Maint	8,000	7,200	8,000
7430	Software Purchase	57,000	38,000	36,040
7440	Software Support	47,640	43,000	48,640
7450	Computers and Equipment	33,550	33,458	23,450
7580	Maintenance Expense	6,000	4,000	6,000
7610	Automotive / Mileage	20,000	1,900	16,000
7612	Vehicle Expense	6,350	4,600	5,800
7615	Toll Road Charges	2,300	300	1,250
7620	Insurance Expense	110,000	120,000	130,000
7640	Utilities - Telephone	30,850	36,987	42,840
7650	Bank Fees	1,200	2,700	3,200
7670	Miscellaneous Expenses	113,800	46,746	85,181
8810	Capital Acquisition	154,200	345,297	273,059
	<b>Total Expenditure</b>	<b>9,729,405</b>	<b>9,356,535</b>	<b>9,951,517</b>
	MWDOC's Contribution to WEROC Oper	241,236	241,236	260,346
	Capital Acquisition to Carryover (8810)	271,900	5,803	-
	Capitol Acq Prior Year Carryover Credit	(346,900)	(271,900)	(5,803)
	MWDOC's Building Expense (8811)	1,870,000	1,408,884	903,089
	Building Expense to Carryover	-	461,116	-
	Building Prior Year Carryover Credit	(1,143,117)	(1,143,117)	(461,116)
		<u>10,622,524</u>	<u>10,058,557</u>	<u>10,648,033</u>

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

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	259,074	237,091	254,524
6090	Directors Compensation - MWDOC	258,909	237,059	288,800
6095	Directors Compensation - MWD	157,070	127,043	165,029
6105	Benefits - Admin	82,141	77,021	81,036
6115	Benefits - Directors	101,971	122,925	161,248
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General	200,500	185,597	215,000
7030	Audit			
7040	Other Professional Fees			
7110	Conference - Employee			
7115	Conference - Directors	18,695	3,735	16,845
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director	24,900	3,000	21,250
7210	Membership / Sponsorship	38,771	35,747	37,840
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery	4,500	7,106	5,000
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computers & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage	12,500	400	11,000
7615	Toll Road Charges	800	100	650
7620	Insurance Expense			
7640	Utilities - Telephone	700	240	300
7650	Bank Fees			
7670	Miscellaneous Expenses	12,700	858	10,500
8410	Overhead Reimbursement			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>1,173,230</b>	<b>1,037,923</b>	<b>1,269,023</b>

1	• Best, Best & Krieger	\$ 200,000
	• Aleshire & Wynder	\$ 15,000
		<u>\$ 215,000</u>
2	• Best, Best & Krieger	\$ 170,777
	• Aleshire & Wynder	\$ 14,820
		<u>\$ 185,597</u>
3	• See Exhibit F.	
4	• See Exhibit D.	
5	• Misc board expenses (supplies)	

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

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	317,748	332,593	346,964
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	124,835	137,394	140,159
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help	5,000	-	5,000
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	1,200	-	1,200
7110	Conference - Employee	26,515	10,000	44,560
7115	Conference - Directors			
7150	Travel & Accommodations - Employee	62,495	7,000	69,825
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship	88,390	111,197	105,201
7250	CDR Participation	53,158	53,158	65,249
7305	Business Expense	4,500	1,500	2,500
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books	1,000	800	1,000
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage	7,500	1,500	5,000
7615	Toll Road Charges	500	100	400
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	2,500	900	2,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>695,341</b>	<b>656,142</b>	<b>789,058</b>

1 • See Exhibit J.

2 • See Exhibit E.

3 • See Exhibit D.

4 • Center for Demographic Research at  
Cal State University Fullerton  
including GIS related work.



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

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	217,684	225,687	240,032	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	65,863	69,405	73,818	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees				
6205	Training	62,500	60,000	50,000	1
6210	Tuition Reimbursement	5,000	1,000	5,000	
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General	10,000	2,500	10,000	2
7030	Audit				
7040	Other Professional Fees	36,000	29,800		3
7110	Conference - Employee				
7115	Conference - Directors				
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				
7210	Membership / Sponsorship				
7250	CDR Participation				
7310	Office Maintenance				
7320	Rents & Leases				
7330	Office Supplies				
7340	Postal / Mail Delivery				
7350	Subscriptions / Books				
7360	Reproduction Expense				
7410	Computer & Peripherals Maint				
7430	Software Purchase				
7440	Software Support				
7450	Computers and Equipment				
7580	Maintenance Expense				
7610	Automotive / Mileage				
7615	Toll Road Charges				
7620	Insurance Expense				
7640	Utilities - Telephone				
7650	Bank Fees				
7670	Miscellaneous Expenses	30,000	8,100	14,411	4
8810	Capital Acquisition				
	<b>Total Expenditure</b>	<b>427,047</b>	<b>396,491</b>	<b>393,261</b>	

1 • Staff Technical Training & Leadership  
Development Training

2 • Best, Best & Krieger

3 • Benchmark Study

4 • Employee Recognition \$ 2,500  
• Applicant Background Checks & Physical \$ 1,500  
• Team Building, Lunch meetings \$ 600  
• Holiday Lunch \$ 3,000  
• OCWD Health Fair \$ 200  
• Employee Flu Shots \$ 100  
• Job Ads Recruiting \$ 2,500  
• Staff & Executive Assessments \$ 2,000  
• COVID-19 Online Pre-Screen 2,011  
\$ 14,411

**Overhead**  
**19**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	552,260	546,835	540,477	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	173,883	175,693	171,726	
6109	CALPERS Unfunded Liability Contribution	207,000	207,000	207,000	
6111	Overhead Reimbursement from Choice	(300,926)	(296,267)	(305,425)	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees	87,449	80,288	101,099	1
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General				
7030	Audit				
7040	Other Professional Fees	6,400	5,600	4,760	2
7110	Conference - Employee				
7115	Conference - Directors				
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				
7210	Membership / Sponsorship				
7250	CDR Participation				
7310	Office Maintenance	125,420	95,000	147,400	3
7315	Building Repair & Maintenance	15,000	12,500	15,000	
7320	Rents & Leases	1,750	1,200	1,800	4
7330	Office Supplies	39,000	18,000	35,000	
7340	Postal / Mail Delivery	4,400	1,200	3,600	
7350	Subscriptions / Books				
7360	Reproduction Expense	7,200	1,205	6,200	
7410	Computer & Peripherals Maint				
7430	Software Purchase				
7440	Software Support				
7450	Computers and Equipment				
7580	Maintenance Expense	6,000	4,000	6,000	5
7610	Automotive / Mileage				
7615	Toll Road Charges				
7620	Insurance Expense	110,000	120,000	130,000	
7640	Utilities - Telephone	28,000	34,502	40,200	
7650	Bank Fees	1,200	2,700	3,200	
7670	Miscellaneous Expenses	4,200	2,500	4,000	6
8810	Capital Acquisition	75,000	266,097	249,059	7
	<b>Total Expenditure</b>	<b>1,143,235</b>	<b>1,278,052</b>	<b>1,361,097</b>	
	Capital Acquisition to Carryover (8810)	271,900	5,803		9
	Capitol Acq Prior Year Carryover Credit	(346,900)	(271,900)	(5,803)	
	MWDOC's Building Expense (8811)	1,870,000	1,408,884	903,089	8
	Building Expense to Carryover		461,116		
	Building Prior Year Carryover Credit	(1,143,117)	(1,143,117)	(461,116)	9
		<u>1,795,118</u>	<u>1,738,838</u>	<u>1,797,267</u>	

1	Retirees:	
	• 16 Retirees	
2	• Pension Plan administration by	
	Dissinger Associates	\$ 4,000
	• Cafeteria Plan IGOE	\$ 660
	• Health Equity	100
		<u>4,760</u>
3	• Window Cleaning	\$ 1,200
	• Sewer Flush	\$ 800
	• OCWD	\$ 119,800
	• Plant Maintenance	\$ 5,000
	• Landscape/Maintenance Atrium	\$ 12,000
	• Binding Machine Renewal	\$ 800
	• Carpet & Extra Office Cleaning	\$ 7,800
		<u>\$ 147,400</u>
4	• Corodata	\$ 800
	• El Toro Water District	
	(South EOC site)	1,000
		<u>\$ 1,800</u>
5	Generator Maintenance	
6	• Misc equipment repairs, fees etc.	
7	• Office Furniture/Copier	
	See Exhibit H	
8	• Bldg Improvements - Eval / Design /	
	Seismic / Construction/HVAC Improvement	
9	• FY20-21 & FY21-22 carryover is for work and capital	
	purchases on the building that were budgeted for but	
	will not be completed and will be carried over to the next	
	year as a carryover credit.	
	• FY20-21 & FY21-22 carryover credit are the cumulative	
	dollars from prior years that were unspent and will be	
	applied toward work projected to be completed in future	
	years.	

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

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	507,799	441,374	359,247
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	160,438	133,425	114,046
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services	265,000	499,896	200,000
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone	500	500	500
7650	Bank Fees			
7670	Miscellaneous Expenses	8,000	6,000	6,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>941,736</b>	<b>1,081,194</b>	<b>679,793</b>

# Metropolitan Issues and Water Policy

23

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	530,160	538,769	583,428
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	172,005	175,923	195,580
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services	75,000	75,000	180,000
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7045	Other Professional Fees - MET			
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>777,165</b>	<b>789,692</b>	<b>959,009</b>

• See Exhibit J

**Government Affairs**  
**31**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	137,153	128,534	134,709
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	49,606	46,572	47,551
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	314,000	281,950	309,000
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	14,200	500	4,500
8410	Overhead Reimbursement			
8610	Depreciation Expense			
8710	Election Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>514,960</b>	<b>457,556</b>	<b>495,760</b>

1 • BB&K \$ 96,000  
 • NRR \$ 96,000  
 • Lewis Consulting \$ 42,000  
 • Ackerman \$ 36,000  
 • Grant Research & Acquisition \$ 39,000  
**\$ 309,000**

2 • WACO \$ 2,500  
 • Outreach \$ 2,000  
**\$ 4,500**

**Public Affairs**  
**32**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	413,003	442,113	486,932	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	129,198	139,471	146,879	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees				
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General				
7030	Audit				
7040	Other Professional Fees	270,352	190,200	272,949	1
7047	Prof Service-Grant Recovery				
7110	Conference - Employee				
7115	Conference - Directors				
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				
7210	Membership / Sponsorship				
7250	CDR Participation				
7310	Office Maintenance				
7320	Rents & Leases				
7330	Office Supplies				
7340	Postal / Mail Delivery				
7350	Subscriptions / Books				
7360	Reproduction Expense	76,500	40,000	76,500	2
7410	Computer & Peripherals Maint				
7430	Software Purchase				
7440	Software Support				
7450	Software Development				
7510	Site Maintenance				
7450	Computers and Equipment				
7580	Maintenance Expense				
7610	Automotive / Mileage				
7615	Toll Road Charges				
7620	Insurance Expense				
7640	Utilities - Telephone	450	305	400	
7650	Bank Fees				
7670	Miscellaneous Expenses	21,200	10,588	22,700	3
8810	Capital Acquisition				
	<b>Total Expenditure</b>	<b>910,703</b>	<b>822,677</b>	<b>1,006,360</b>	

1 Public Affairs Activities:	
• Resolutions/Proclamations	\$ 4,500
• Consumer Confidence Reports	\$ 43,449
• Event Registration Fees	\$ 12,500
• Delta Conveyance Program Support	\$ 30,000
• Wyland Mayors Challenge	\$ 10,000
• Scouts Program	\$ 7,500
• Education Initiatives	\$ 30,000
Subtotal	\$ 137,949

Communications Plan Activities:	
• Strategic Digital Outreach	\$ 95,000
• Advertising	\$ 20,000
• Special Events AV Support	\$ 20,000
Subtotal	\$ 135,000
	<u>\$ 272,949</u>

2 • Promotional Items, Branded Materials	
• Info Items Handouts, Books, Folders	\$ 40,000
• Poster Slogan Award & Ceremony	\$ 30,000
	\$ 6,500
	<u>\$ 76,500</u>

3 • Ricki Maint and Repair	
• Event Display Materials	\$ 4,100
• Sponsorship Contingency Fund	\$ 4,000
• Storage Facility	\$ 5,000
• Science Fair Sponsorship	\$ 3,500
• Member Agency Workshops PAW	\$ 100
	\$ 6,000
	<u>\$ 22,700</u>

**Water Use Efficiency  
(Core)  
35**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	153,920	150,620	157,145
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	46,023	52,023	47,444
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	255,500	255,500	255,000
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	6,000	6,000	6,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>461,443</b>	<b>464,143</b>	<b>465,589</b>

1 • General Research	\$ 75,000
• Water Loss Control Work Grp	\$ 55,000
• WLC Business Plan Implement	\$ 25,000
• Water Conservation Potential Study	\$ 100,000
	<u>\$255,000</u>

**General Finance**  
**41**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	396,085	405,763	399,902
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	133,959	128,390	129,740
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit	29,725	20,162	30,220
7040	Other Professional Fees	112,750	102,015	22,950
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	1,000	300	1,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	<b>673,518</b>	<b>656,629</b>	<b>583,812</b>

1 • Annual Audit	\$ 20,566
• Single Audit	\$ 4,654
• WUE Grant Review	\$ 5,000
	<u>\$ 30,220</u>

2 • Custodial Bank fees	\$ 6,500
• Financial Consulting	\$ 15,000
• OPEB Actuarial	\$ 750
• CalPERS GASB 68 Report	\$ 700
	<u>\$ 22,950</u>



**Information Technology**  
**45**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET	
6010	Salaries & Wages - Admin	124,804	121,653	126,298	
6090	Directors Compensation - MWDOC				
6095	Directors Compensation - MWD				
6105	Benefits - Admin	44,837	44,688	45,687	
6115	Benefits - Directors				
6120	Health Insurance Coverage for Retirees				
6205	Training				
6210	Tuition Reimbursement				
6220	Temporary Help				
7010	Engineering - Outside Services				
7020	Legal - General				
7030	Audit				
7040	Other Professional Fees				1 • Misc repairs, maint & components \$ 8,000
7110	Conference - Employee				
7115	Conference - Directors				2 • Misc software upgrades and license \$ 33,940
7150	Travel & Accommodations - Employee				
7155	Travel & Accommodations - Director				
7210	Membership / Sponsorship				3 • Laserfiche WORM Storage Cloud Backup \$ 1,100
7250	CDR Participation				• Exchange and AD Monitoring Software \$ 2,000
7310	Office Maintenance				• MWDOC Website Support & Enhancements \$ 15,000
7320	Rents & Leases				• Investment software usage cost \$ 2,340
7330	Office Supplies				• Accufund Annual Support \$ 8,500
7340	Postal / Mail Delivery				• Wireless Aps and Router \$ 5,200
7350	Subscriptions / Books				• ACT Annual Support \$ 2,000
7360	Reproduction Expense				• ECS Laserfiche Annual Support \$ 5,500
7410	Computers & Peripherals Maint	8,000	7,200	8,000	• Arcserv UDP License Renewal (2) \$ 2,000
7430	Software Purchase	42,000	38,000	33,940	• HR Insight Software Annual Maintenance \$ 5,000
7440	Software Support	47,640	43,000	48,640	\$ 48,640
7450	Computers and Equipment	31,550	31,550	23,450	
7580	Maintenance Expense				4 • Batteries Replacement for UPS \$ 4,000
7610	Automotive / Mileage				• RICOH Color Printer Support \$ 350
7615	Toll Road Charges				• Maintenance for Plotter \$ 600
7620	Insurance Expense				• 2 Laptop Computers \$ 3,500
7640	Utilities - Telephone				• 10 Replacement Computers \$ 15,000
7650	Bank Fees				\$ 23,450
7670	Miscellaneous Expenses	2,000	2,000	2,070	
8810	Capital Acquisition	79,200	79,200	24,000	
	<b>Total Expenditure</b>	<b>380,031</b>	<b>367,291</b>	<b>312,086</b>	

**Water Use Efficiency  
(choice)  
62**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
4215	Choice Revenue	803,364	803,364	844,401
4705	Prior Year Carry over	97,556	97,556	70,731
	Choice billing over/under		(50,492)	
	<b>Total Revenue</b>	900,920	850,428	915,132

Choice billing over/under reflects revenue overage or shortfall to be reconciled with participating member agencies. Final charges will be revised by August 2021 to reflect the new budget year charges plus/minus prior year over/under.

		FY 2020-2021 PROPOSED BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	415,748	422,299	431,097
6012	Salaries & Benefits - Recovery from Grants		(39,927)	(18,665)
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	119,456	118,423	128,773
	Overhead Reimbursement	231,743	234,133	240,184
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	127,572	112,100	127,100
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accomodations - Employee			
7155	Travel & Accomodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery	400	400	643
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses	6,000	3,000	6,000
8810	Capital Acquisition			
	<b>Total Expenditure</b>	900,920	850,428	915,132

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

2 • Marketing of WUE programs \$ 40,000  
 • Residential Installation Verification Inspec \$ 50,000  
 • Droplet Rebate Processing & E-Signature \$ 37,100  
**\$ 127,100**

**School Program  
(choice)  
63**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
4215	Choice Revenue	107,521	107,521	96,173
4205	School Contracts	120,376	120,376	120,895
4705	Prior Year Carry over	178,709	178,709	213,153
	Choice billing over/under		(195,632)	
	<b>Total Revenue</b>	406,606	210,974	430,221

Choice billing over/under reflects revenue overage or shortfall to be reconciled with participating member agencies. Final charges will be revised by August 2021 to reflect the new budget year charges plus/minus prior year over/under.

		FY 2020-2021 PROPOSED BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	6,115	5,809	6,559
6105	Benefits - Admin	2,151	1,850	2,216
	Overhead Reimbursement	3,578	3,315	3,765
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees			
7040	Other Professional Fees - School Programs	394,763	200,000	417,681
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	406,606	210,974	430,221

1 • High Schools \$ 63,930  
• Elementary Schools \$ 288,310  
• Middle Schools 65,441  
\$ 417,681

**Water Loss Control  
(choice)  
70**

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
4215	Choice Revenue	323,469	323,469	291,317
4705	Prior Year Carry over			
	Choice billing over/under		(36,126)	
	<b>Total Revenue</b>	323,469	287,343	291,317

		FY 2020-2021 PROPOSED BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	120,521	106,479	111,226
	Salaries & Wages - Reimb. from Grants			
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	30,992	29,363	32,075
	Overhead Reimbursement	65,605	58,819	61,476
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training	2,000	2,000	2,000
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7040	Other Professional Fees	62,801	66,634	65,000
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accomodations - Employee			
7155	Travel & Accomodations - Director			
7210	Membership / Sponsorship			
7220	CUWA Participation			
7240	AAWARF Participation			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7332	Supplies - Water Loss Control	10,000	10,000	4,000
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase	15,000	-	2,100
7440	Software Support			
7450	Computers and Equipment	2,000	1,908	-
7510	Site Maintenance			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7612	Vehicle Expense	6,350	4,600	5,800
7615	Toll Road Charges	1,000	100	200
7620	Insurance Expense			
7640	Utilities - Telephone	1,200	1,440	1,440
7650	Bank Fees			
7670	Miscellaneous Expenses	6,000	6,000	6,000
8410	Overhead Reimbursement			
8610	Depreciation Expense			
8710	Election Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	323,469	287,343	291,317

1 • Water Balance Validation Cert.

2 • Meter Accuracy Testing

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

4 • CMMS System

5 • Vehicle Fuel & Oil \$ 5,500  
• Auto Insurance \$ 300  
\$ 5,800

6 • 2 Cell Phones

**WEROC  
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		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
4320	MWDOC Contribution to Operations	241,236	241,236	260,346
4210	WEROC Contracts	241,236	241,236	260,346
4205				
4230	Reimbursements			
4240				
4410				
4805				
	<b>TOTAL WEROC Revenue</b>	<b>482,472</b>	<b>482,472</b>	<b>520,692</b>

1 • OCSD	\$ 51,029
• SOCWA	\$ 19,786
• OCWD	\$ 130,173
• 3 Cities -- \$19,786 ea	\$ 59,358
	<u>\$ 260,346</u>

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin	318,348	334,276	350,504
	Salaries & Benefits - Reimbursed		(16,010)	(11,750)
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin	105,792	118,824	125,727
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training	8,226	8,110	8,200
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General			
7030	Audit			
7110	Conference - Employee	3,800	1,600	3,800
7115	Conference - Directors			
7150	Travel & Accomodations - Employee	4,750		4,750
7155	Travel & Accomodations - Director			
7210	Membership / Sponsorship	1,105	810	850
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office & Radio Supplies	1,800	1,500	1,500
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense	1,000	450	1,000
7410	Computer & Peripherals Maint	5,060	5,060	5,060
7430	Software Purchase			
7440	Software Support	9,491	9,063	9,300
7450	Computers and Equipment			
7510	Site Maintenance	900	600	700
7580	Maintenance - Generators	1,000	980	1,000
7581	Maintenance - Radios	2,000	1,580	2,000
7582	Maintenance - EOC's	2,000	1,850	2,000
7610	Automotive / Mileage	3,000	600	2,000
7615	Toll Road Charges	200	40	50
7620	Insurance Expense			
7640	Utilities - Telephone	10,000	9,614	10,000
7650	Bank Fees			
7670	Miscellaneous Expenses	1,000	825	1,001
7671	Miscellaneous Training	3,000		3,000
8810	Capital Acquisition			
	<b>TOTAL Expenditures</b>	<b>482,472</b>	<b>479,772</b>	<b>520,692</b>

2 • See Exhibit E

3 • See Exhibit D

**AMP Proceeds Agreement Administration**  
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		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
4020	Interest Revenue			
4050	O & M Maintenance Deposit			
4230	Reimbursement		12,464	11,622
4680	Miscellaneous Income			
	Prior Year Carryover	21,969	21,969	
	<b>Total Revenue</b>	21,969	34,433	11,622

		FY 2020-2021 BUDGET	FY 2020-2021 PROJECTED ACTUALS	FY 2021-2022 PROPOSED BUDGET
6010	Salaries & Wages - Admin		11,290	3,238
6090	Directors Compensation - MWDOC			
6095	Directors Compensation - MWD			
6105	Benefits - Admin		3,538	883
6115	Benefits - Directors			
6120	Health Insurance Coverage for Retirees			
6205	Training			
6210	Tuition Reimbursement			
6220	Temporary Help			
7010	Engineering - Outside Services			
7020	Legal - General		19,605	6,000
7030	Audit			
7040	Other Professional Fees			
7110	Conference - Employee			
7115	Conference - Directors			
7150	Travel & Accommodations - Employee			
7155	Travel & Accommodations - Director			
7210	Membership / Sponsorship			
7220	CUWA Participation			
7240	AAWARF Participation			
7250	CDR Participation			
7310	Office Maintenance			
7320	Rents & Leases			
7330	Office Supplies			
7340	Postal / Mail Delivery			
7350	Subscriptions / Books			
7360	Reproduction Expense			
7410	Computer & Peripherals Maint			
7430	Software Purchase			
7440	Software Support			
7450	Computers and Equipment			
7580	Maintenance Expense			
7610	Automotive / Mileage			
7615	Toll Road Charges			
7620	Insurance Expense			
7640	Utilities - Telephone			
7650	Bank Fees			
7670	Miscellaneous Expenses			
8810	Capital Acquisition			
	<b>Total Expenditure</b>	-	34,433	10,121

# Exhibit D

## MUNICIPAL WATER DISTRICT OF ORANGE COUNTY Proposed District Participation Costs Fiscal Year 2021-2022

	Budget FY 2020-2021	Projected FY 2020-2021 Actuals	Budget FY 2021-2022	Approval included in Budget Approval
<b>Required Participation or Service</b>				
LAFCO	\$ 38,431	\$ 35,617	\$ 37,500	√
<b>Subtotal Cost Center 11</b>	\$ 38,431	\$ 35,617	\$ 37,500	
Association of Calif. Water Agencies (ACWA)	\$ 22,691	\$ 22,691	\$ 23,000	√
South OC Watershed Management Area Dues	\$ 10,800	\$ 10,800	\$ 10,800	√
<b>Subtotal Cost Center 12</b>	\$ 33,491	\$ 33,491	\$ 33,800	
<b>Subtotal - Required Participation or Service</b>	<b>\$ 71,922</b>	<b>\$ 69,108</b>	<b>\$ 71,300</b>	
<b>Elective Participation</b>				
Colorado River Water Users Assn. (CRWUA 2-Directors)	\$ 60	\$ 60	\$ 60	√
Orange County Water Association (OCWA 4 Directors)	\$ 280	\$ 70	\$ 280	√
<b>Subtotal Cost Center 11</b>	\$ 340	\$ 130	\$ 340	
Association of California Cities- Orange County (ACCOC)	\$ 5,500	\$ 5,000	\$ 5,100	√
American Water Works Association (AWWA)	\$ 1,800	\$ 1,800	\$ 1,800	√
Association of Metropolitan Water Agencies (AMWA)	\$ -	\$ 21,447	\$ 21,876	√
CA Chamber of Commerce (HR California)	\$ 568	\$ 568	\$ 580	√
CALDESAL	\$ 5,150	\$ 5,000	\$ 5,100	√
California Association of Public Information Officers (CAPIO)	\$ 825	\$ 825	\$ 840	√
California Environmental Literacy Initiative	\$ 2,500	\$ 2,500		√
California Municipal Treasurers Association (CMTA)	\$ 170	\$ 170	\$ 175	√
California Municipal Utilities Association (CMUA)	\$ 4,450	\$ 6,360	\$ 6,480	√
California Society of Municipal Finance Officers (CSMFO)	\$ 120	\$ 120	\$ 120	√
California Special Districts Assn. (CSDA)	\$ 7,996	\$ 7,996	\$ 8,100	√
CA Water Efficiency Partnership (formerly CA Urban Water Cnsv Cncl)	\$ 6,100	\$ 6,100	\$ 6,100	√
California Water, Energy and Education Alliance (CWEEA)	\$ 2,500	\$ 2,500		√
Colorado River Water Users Assn.	\$ 90	\$ 90	\$ 92	√
Department of Water Resources Education Committee	\$ 2,500	\$ 2,500		√
Government Finance Officers Association (GFOA)	\$ 170	\$ 170	\$ 170	√
Indep. Special Districts of Or. Co. (ISDOC)	\$ 55	\$ 55	\$ 50	√
International Association of Business Communicators (IABC)	\$ 370	\$ 370	\$ 375	√
International Personnel Management Association (IPMA)	\$ 55	\$ 55	\$ 60	√
National Water Resources Assn., Mun. Caucus	\$ 535	\$ 535	\$ 545	√
OC Chapter-Calif. Landscape Contractors Assoc.	\$ 1,835	\$ 1,835	\$ 1,900	√
Orange County Business Council (OC Chamber)	\$ 5,150	\$ 5,150	\$ 5,250	√
Orange County Public Affairs Association (OCPAA)	\$ 615	\$ 615	\$ 625	√
Orange County Water Association (OCWA)	\$ 110	\$ 110	\$ 115	√
Public Relations Society of America/O.C. (PRSA)	\$ 1,600	\$ 1,600	\$ 1,632	√
Society of Human Resources Management (SHRM)	\$ 220	\$ 220	\$ 225	√
Southern California Personnel Management Assoc. (SCPMA)	\$ 60	\$ 60	\$ 60	√
South Orange County Economic Coalition (SOCEC)	\$ 1,600	\$ 1,600	\$ 1,630	√
Southern California Water Committee (SCWC)	\$ 900	\$ 1,000	\$ 1,020	√
Urban Water Institute	\$ 1,300	\$ 1,300	\$ 1,326	√
Water Environment Federation	\$ 55	\$ 55	\$ 55	√
<b>Subtotal Cost Center 12</b>	\$ 54,899	\$ 77,706	\$ 71,401	
<b>Subtotal - Elective Participation</b>	<b>\$ 55,239</b>	<b>\$ 77,836</b>	<b>\$ 71,741</b>	
International Association of Emergency Managers	\$ 380	\$ 420	\$ 460	√
California Emergency Services Association	\$ 225	\$ 390	\$ 390	√
California Utilities Emergency Association	\$ 500			√
<b>WEROC Program Total</b>	<b>1,105</b>	<b>810</b>	<b>850</b>	
<b>GRAND TOTAL - General Fund</b>	<b>\$ 127,161</b>	<b>\$ 146,944</b>	<b>\$ 143,041</b>	

# Exhibit E

## MUNICIPAL WATER DISTRICT OF ORANGE COUNTY Summary of Proposed Staff Registration & Travel Budget <sup>(1)</sup> Fiscal Year 2021-2022

Conference / Meeting	Location/Date/Staff	Registration	Travel <sup>(1)</sup>	Approval included in	
				Budget	Approval
Association of California Water Agencies (ACWA)	DC Conference, February 2022	\$ 2,200	\$ 5,400		✓
	Fall Conference, Nov. 30 - Dec. 3, 2021, Pasadena, Ca	3,000	1,400		✓
	Spring Conference, May 3 -6, 2022, Sacramento, Ca	3,775	5,000		✓
	Region 10, TBD	80			✓
	Legislative Symposium, Sacramento,, March 2022	285	600		✓
Association of California Cities - Orange County (ACCOC)	Sacramento, January 2022	1,600	1,000		✓
	Washington DC, April/May 2022	5,100	3,000		✓
Association of Metropolitan Water Agencies(AMWA)	Misc. Conference TBD	950	1,800		✓
	Water Policy Conference TBD	950	1,800		✓
	Executive Mgmt Conference, Oct. 3-6, 2021, Denver, CO	950	1,800		✓
American Water Works Association (AWWA)					
	Cal Nevada Fall Conference, Oc. 18-21, 2021, Virtual	1,750			✓
	Cal Nevada Section Annual Conference June 2022, TBD	875	1,200		✓
	Sustainable Water Management Feb. 2022, TBD	575	1,600		✓
	North American Water Loss Conf, Dec. 7-9, 2021, Austin Tx	1,200	2,100		✓
California Association of Public Information Officials (CAPIO)	Annual Conference, November 2-5, 2021, Olympic Valley, CA	1,250	2,250		✓
CalDesal	Annual Conference, February, 2022	250	350		✓
California Environmental Literacy Initiative	Sacramento Ca		1,500		✓
California Employees Public Retirement System(CalPERS)	Annual Employer Education Forum, 2022	800	400		✓
California Municipal Utilities Association (CMUA) Capitol Days	Capital Days, Sacramento, January 2022	195	800		✓
California Municipal Utilities Association (CMUA) Annual Conference	Annual Conference, April 3-5, 2022, San Francisco, CA	900	600		✓
Colorado River Water Users Association (CRWUA)	Annual Conference, December 12-15, 2021 - Las Vegas, NV)	1,200	2,400		✓
California Special Districts Association (CSDA)	Legislative Days, Sacramento, May 2022	275	800		✓
	Annual Spring Conference, August 30 - Sept. 2, 2021, Monterey, Ca	500	1,000		✓
California Water Efficiency Partnership (CalWEP) Membership (formerly CUWCC)	Membership Meetings, 1=No. Cal & 2=So. Cal		600		✓
	Board Meetings, 2=No. Cal & 2=So. Cal		450		✓
	Peer to Peer, June 2022, TBD	2,250	2,925		✓
Department of Water Resources Education Committee	Sacramento		3,000		✓
Department of Water Resources (DWR)/State Water Resources Control Board (SWRCB)	Urban Advisory Group Meetings, Sacramento		2,250		✓
Legislative Advocacy	Sacramento		7,500		✓
	Washington DC		3,600		✓
Liebert, Cassidy Whimore	Annual Public Sector Conference, TBD	1,200	600		✓
Multi-State Salinity Coalition	Annual Salinity Summit, May 2022, Las Vegas, NV	300	350		✓
Orange County Business Council (OCBC)	Advocacy, Sacramento, March 2022	1,900	1,000		✓
	Advocacy, DC, May 2022	3,600	1,600		✓
Public Relations Society of America	Annual Conference, Orlando, Florida,	900	3,200		✓
Urban Water Institute	Spring Conference, TBD	2,250	1,950		✓
Miscellaneous*		3,500	4,000		✓
<b>General Fund Total **</b>		<b>\$ 44,560</b>	<b>\$ 69,825</b>		
<b>Conferences/Meetings/Trainings</b>					
International Assoc. of Emergency Managers	Oct. 15-22, 2021, Grand Rapids, MI	\$ 2,400	\$ 350		✓
California Emergency Services Association (Fall)	May 2022, Northern California	1,400	3,200		✓
TEEX Mgt346/Mgt 314 (College Station)	Spring 2022, College Station TX	-	1,200		✓
<b>WEROC Program Total</b>		<b>\$ 3,800</b>	<b>\$ 4,750</b>		
<b>PROPOSED GENERAL FUND BUDGET</b>		<b>\$ 44,560</b>	<b>\$ 69,825</b>		

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

\*\* Excludes automotive mileage.

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



**Exhibit F**

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Summary of Proposed Board Registration & Travel Budget <sup>(1)</sup>  
Fiscal Year 2021-2022**

<b>Conference</b>	<b>Location/Date/Directors</b>	<b>Registration</b>	<b>Travel <sup>(1)</sup></b>	<b>Approval included in Budget Approval</b>
Association of California Water Agencies (ACWA)	DC Conference, February 2022	\$ 1,100	\$ 2,700	✓
	Fall Conference, Pasadena, Nov. 30 - December 3, 2021	\$ 1,500	\$ 1,500	✓
	Spring Conference, May 3-6, 2022, Sacramento, Ca Region 10, TBD	\$ 2,265	\$ 3,000	✓
(ACCOC)	Sacramento, January 2022	\$ 80		✓
	Washington DC, April/May 2022	\$ 800	\$ 500	✓
		\$ 2,550	\$ 1,500	✓
American Water Works Association/Water Environment Federation (AWWA/WEF)	Utility Management Conference, August 3-6, 2021, Atlanta, GA	\$ 875	\$ 1,200	✓
Bond Buyers	Conference, TBD	\$ 300	\$ 200	✓
California Special Districts Association (CSDA)	Legislative Days, Sacramento, May 2022	\$ 275	\$ 800	✓
Colorado River Water Users Association(CRWUA)	Annual Conference, Dec. 12-15, 2021, Las Vegas, NV	\$ 900	\$ 1,800	✓
Orange County Business Council (OCBC)	Advocacy Trip, Sacramento, March 2022	\$ 950	\$ 500	✓
	Advocacy Trip-DC, May 2022	\$ 1,800	\$ 800	✓
Legislative Advocacy	Sacramento		\$ 1,500	✓
Legislative Advocacy	Washington DC		\$ 1,800	✓
Urban Water Institute	Spring Conference	\$ 2,250	\$ 1,950	✓
Miscellaneous*		\$ 1,200	\$ 1,500	✓
<b>TOTAL**</b>		<b>\$ 16,845</b>	<b>\$ 21,250</b>	

**PROPOSED GENERAL FUND BUDGET**

<b>\$ 16,845</b>	<b>\$ 21,250</b>
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\* Includes OCWA lunch meetings, ISDOC, OCBC, SCWC, League of Cities, Misc. Assoc/Committee meetings and related business meeting expenses.

\*\* Excludes automotive mileage.

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

## Exhibit G

### MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

### Proposed Total Membership that Includes Registration & Travel Costs <sup>(1)</sup> Fiscal Year 2021-2022

Conference / Meeting	Membership	Registration	Travel	Total
American Water Works Association (AWWA)	\$ 1,800	\$ 5,275	\$ 6,100	\$ 13,175
Association of California Cities- Orange County (ACCOC)	5,100	10,050	6,000	21,150
Association of Calif. Water Agencies (ACWA)	23,000	14,285	19,600	56,885
Association of Metropolitan Water Agencies (AMWA)	21,876	2,850	5,400	30,126
California Association of Public Information Officers (CAPIO)	840	1,250	2,250	4,340
CalDesal	5,100	250	350	5,700
California Municipal Utilities Association (CMUA)	6,480	1,095	1,400	8,975
California Special Districts Assn. (CSDA)	8,100	1,050	2,600	11,750
California Water Efficiency Partnership	6,100	2,250	3,975	12,325
Colorado River Water Users Assn. (CRWUA)	152	2,100	4,200	6,452
Orange County Business Counsel (OC Chamber)	5,250	8,250	3,900	17,400
Urban Water Institute	1,326	4,500	3,900	9,726
<b>Grand Total for Memberships with Conferences/Travel:</b>	<b>\$ 85,124</b>	<b>\$ 53,205</b>	<b>\$ 59,675</b>	<b>\$ 198,004</b>

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

## Exhibit H

### MUNICIPAL WATER DISTRICT OF ORANGE COUNTY Schedule of Capital Expenditures Fiscal Year 2021-2022

	Proposed Budget	Approval included in <u>Budget Approval</u>
<b>Finance - 45-8810:</b>		
Replace End-Of-Life Cisco Voice Gateway router (hardware and software)	\$ 7,500	√
Upgrade backbone Gigabit network switch (hardware)	6,500	√
Upgrade Hyper-V Virtual Host Server (Hardware)	10,000	√
<b>Subtotal Cost Center 45</b>	<b>\$ 24,000</b>	
 <b>Furniture and Fixtures- 19-8810:</b>		
MWDOC Office Improvements (Office Furniture and Copier)	\$ 249,059	√
* Prior Year Projects Carryover from FY2017 through FY2021	\$ (5,803)	√
<b>Subtotal 8810 Improvements</b>	<b>\$ 243,256</b>	
 <b>Building Improvements- 19-8811:</b>		
Eval / Design / Seismic / Construction / HVAC Improvement	\$ 903,089	√
* Prior Year Projects Carryover from FY2017 through FY2021	(461,116)	√
<b>Subtotal 8811 Improvements</b>	<b>441,973</b>	
 <b>New Realized Costs - Cost Center 19</b>	<b>\$ 685,229</b>	

\* Prior year projects carryover is the cumulative dollars from prior years that will be applied toward work projected to be completed in FY21-22.

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

Department	Consultant	Service	Budget FY 20-21	Budget FY 21-22	* Approval included in Budget Approval
<b>Engineering Expenses</b>					
<b>Planning &amp; Operation (21)</b>	(To be determined)	Hydraulic Model	130,000		
	(To be determined)	Economic Studies/Reliability Study	135,000	50,000	
	(To be determined)	On Call Work		75,000	
	(To be determined)	EOCF#2 Emergency Pilot		75,000	
<b>Total Planning &amp; Operations Expenses</b>			<b>265,000</b>	<b>200,000</b>	
<b>Met Issues &amp; Special Projects (23)</b>	Ed Means Consulting	Consulting on MET issues	25,000	30,000	√
	(To be determined)	Financial & Rate Consulting		75,000	
	(To be determined)	MET and Reliability Planning (IRP & Delta)	50,000	75,000	
<b>Total MET Issues &amp; Special Projects Expenses</b>			<b>75,000</b>	<b>180,000</b>	
<b>Total Engineering Expenses</b>			<b>340,000</b>	<b>380,000</b>	
<b>Legal Expenses</b>					
<b>Administration (11 &amp; 13)</b>	Best, Best & Krieger	General Legal Counsel Services	185,500	200,000	√
	Aleshire & Wynder	Legal Counsel Services Regarding San Diego CWA	15,000	15,000	√
	Best, Best & Krieger	Labor Counsel Services	10,000	10,000	√
<b>Total Legal Expenses</b>			<b>210,500</b>	<b>225,000</b>	
<b>Audit Expenses</b>					
<b>Finance (41)</b>	Vasquez & Company LLP	Annual Financial Audit and Federal Single Audit	29,725	30,220	√
<b>Training</b>					
<b>Administration (13)</b>	Cal State University Fullerton/Municipal Resources Group/Center for Organization Effectiveness	Staff Development/Technical Training/Leadership Training	62,500	50,000	√
<b>Professional Fees</b>					
<b>Administration (12 &amp; 13 &amp; 19)</b>	Dissinger Associates	Pension Plan Administration	4,000	4,000	√
	IGOE	Cafeteria Plan Administration	2,400	660	√
	Ralph Anderson & Associates	Benchmark Study	36,000		√
	Gladwell Services	Records Management Consulting	1,200	1,200	√
	Health Equity	Health Equity		100	√
<b>Governmental Affairs (31)</b>	BBK Legislation	State Legislative Advocate	96,000	96,000	√
	James C. Barker	Federal Legislative Advocate	96,000	-	√
	Lewis Consulting	County Issues Consulting	42,000	42,000	√
	Soto Services	Grant Research and Acquisition Assistance	36,000	39,000	√
	Ackerman	Legal and Regulatory	36,000	36,000	√
	Natural Resource Results	Federal Legislative Advocate		96,000	√
<b>Public Affairs (32)</b>	Stetson Engineers	Consumer Confidence Report (CCR) Technical Water Quality Advisor	41,852	43,449	√
	So Cal Water Coalition	Delta Conveyance Program Support	30,000	30,000	√
	(To be determined)	Collateral materials update and resolutions/proclamations	4,500	4,500	
	(To be determined)	Event Registration Fees	12,500	12,500	
	Hashtag Pinpoint	Strategic Digital Outreach Contract	95,000	95,000	√
	(To be determined)	CA Water, Energy & Education Alliance	5,000	5,000	
	(To be determined)	Client Agency Workshops for PAW	4,000		
	(To be determined)	Wyland Mayors Challenge	10,000	10,000	
	PSAV	Special Events AV Support	20,000	20,000	√
	(To be determined)	Advertising	20,000	20,000	
	(To be determined)	Environmental Literacy Initiative	20,000	25,000	
	(To be determined)	Scouts Program	7,500	7,500	
<b>WUE - Core (35)</b>	(To be determined)	General WUE Research	75,000	75,000	
	Blue Watchdog Conservation, Inc	Landscape Education - QWEL License	500		√
	Water Systems Optimization	Water Loss Control Work Grp (WLC)	55,000	55,000	√
	Water Systems Optimization	WLC Business Plan Implementation	25,000	25,000	√
	(To be determined)	Water Conservation Potential Study		100,000	
<b>Finance &amp; IT (41 &amp; 45)</b>	SAWPA	Aerial Imagery and Landscape Measurement Project	100,000		√
	U.S. Bank	Custodial Bank fees	6,500	6,500	√
	CalPERS	CalPERS GASB 68 Report		700	√
	Davis Farr	Financial Consulting	20,000	15,000	√
	Demsey Filliger & Assoc., LLC	OPEB Actuarial	3,750	750	√
	Raffelis	Rate Study	82,500		√
<b>Total Professional Fees</b>			<b>988,202</b>	<b>865,859</b>	

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

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

Department	Consultant	Service	Budget FY 20-21	Budget FY 21-22	* Approval included in Budget Approval
<b>Training</b>					
<b>Water Loss Control (70)</b>	(To be determined)	Water Balance Validation Certification	2,000	2,000	
<b>Professional Fees</b>					
<b>Water Loss Control (70)</b>	Westerley & McCall's	Meter Accuracy Testing	62,801	65,000	√
<b>Water Use Efficiency (62)</b>	Various Printers	Printing of marketing materials for all WUE programs	40,000	40,000	
	Droplet	Web Based Rebate Processing Platform (Turf & Drip)	45,072	30,000	√
	Droplet	E-Signature Rebate Processing	7,500	7,100	√
	Mission Resource Cnsvr District	Residential Installation Verification Inspections	35,000	50,000	√
<b>School Program (63)</b>	Discovery Cube/Shows That	Assemblies (Elementary School)	285,123	290,807	√
	Bolsa Chica Conservancy	Assemblies (High School)	64,800	66,142	√
	Discovery Cube	Assemblies (Middle School)	44,840	45,709	√
<b>Total Professional Fees</b>			<b>585,136</b>	<b>594,758</b>	

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

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

	Core & Choice	Water Fund	WUE Grants and Outside Funding	WEROC	AMP Proceeds Agreement Administration	Total with Inter-Fund Transfers	Less Inter-Fund Transfers(1)	Consolidated Budget Total
<b>Revenues:</b>								
Water Sales		\$ 229,079,152 (4,881,259)				\$ 229,079,152 (4,881,259)		\$ 229,079,152 (4,881,259)
Local Resource Program Incentives								
Retail Meter Charge	7,837,792					7,837,792		7,837,792
Ground Water Customer Charge	595,323					595,323		595,323
Water Increment Charge	-					-		-
Interest Revenue	458,000	22,000				480,000		480,000
MWDOC's Contribution	-			241,236		241,236	(241,236)	-
Outside Fundings	-		1,579,934	241,236	-	1,821,170		1,821,170
Carryover Funds	-					-		-
Choice Revenue	1,630,995					1,630,995		1,630,995
Miscellaneous Income	3,000					3,000		3,000
<b>Total Revenues</b>	<b>10,525,111</b>	<b>224,219,893</b>	<b>1,579,934</b>	<b>482,472</b>	<b>-</b>	<b>236,807,409</b>	<b>(241,236)</b>	<b>236,566,173</b>
<b>Expenses:</b>								
Water Purchases		224,197,893				224,197,893		224,197,893
Salaries & Wages	4,152,075			318,348		4,470,423		4,470,423
less S & W Reimb. DSC or Recov from Grants	-					-		-
Employee Benefits	1,542,385			105,792		1,648,177		1,648,177
Engineering Expense	340,000					340,000		340,000
Professional Fees	1,581,338					1,581,338		1,581,338
Contribution to Election Reserve	-		1,579,934			1,579,934		1,579,934
Legal Expense - General	210,500					210,500		210,500
Maintenance Expense	146,420			3,900		150,320		150,320
Insurance Expense	110,000					110,000		110,000
Membership / Sponsorship	127,161			1,105		128,266		128,266
Director Compensation	258,909					258,909		258,909
MWDOC Contribution to WEROC Operations	241,236					241,236	(241,236)	-
MWDOC Contribution to WEROC Capital Improv	-					-		-
<b>Others:</b>								
MWD Representation	157,070					157,070		157,070
Director Benefits	101,971					101,971		101,971
Health Insurance Coverage for Retirees	87,449					87,449		87,449
Audit Expense	29,725					29,725		29,725
Automotive & Toll Road Expenses	28,650			3,200		31,850		31,850
Conference Expense - Staff	26,515			3,800		30,315		30,315
Conference Expense - Directors	18,695					18,695		18,695
CDR Participation	53,158					53,158		53,158
Business Expense	4,500					4,500		4,500
Miscellaneous Expense	115,000			6,000		121,000		121,000
Postage / Mail Delivery	9,300					9,300		9,300
Rents & Leases	1,750					1,750		1,750
Outside Printing, Subscription & Books	84,700			1,000		85,700		85,700
Office Supplies	49,000			1,800		50,800		50,800
Computer Maintenance	8,000			5,060		13,060		13,060
Software Support & Expense	104,640			9,491		114,131		114,131
Computers and Equipment	33,550					33,550		33,550
Telecommunications Expense	30,850			10,000		40,850		40,850
Temporary Help Expense	5,000					5,000		5,000
Training Expense	64,500			8,226		72,726		72,726
Tuition Reimbursement	5,000					5,000		5,000
Travel & Accommodations - Staff	62,495			4,750		67,245		67,245
Travel & Accommodations - Directors	24,900					24,900		24,900
Depreciation Expense (annualized)	-					-		-
Overhead Expenses billed to AMP and WFC	-					-		-
Overhead Reimbursement	-					-		-
MWDOC Building Expense	726,883					726,883		726,883
Contribution to Operating Reserves	-					-		-
Capital Acquisition	79,200					79,200		79,200
All Other Expenses	1,912,501			53,327		1,965,828		1,965,828
<b>Total Expenses</b>	<b>10,622,524</b>	<b>224,197,893</b>	<b>1,579,934</b>	<b>482,472</b>	<b>-</b>	<b>236,882,823</b>	<b>(241,236)</b>	<b>236,641,588</b>
<b>EFFECT ON RESERVES / FUND BALANCE</b>	<b>\$ (97,413)</b>	<b>\$ 22,000</b>	<b>(2)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (75,414)</b>	<b>\$ -</b>	<b>\$ (75,415)</b>

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

**Municipal Water District of Orange County**  
**Fiscal Year 2021-2022 Consolidated Budget Summary**

	Core & Choice	Water Fund	WUE Grants and Outside Funding	WEROC	AMP Proceeds Agreement Administration	Total with Inter-Fund Transfers	Less Inter-Fund Transfers <sup>(1)</sup>	Consolidated Budget Total
<b>Revenues:</b>								
Water Sales		\$ 175,452,389				\$ 175,452,389		\$ 175,452,389
Local Resource Program Incentives		(4,136,088)				(4,136,088)		(4,136,088)
Retail Meter Charge	8,357,232					8,357,232		8,357,232
Ground Water Customer Charge	335,385					335,385		335,385
Water Increment Charge	-					-		-
Interest Revenue	220,000	10,500				230,500		230,500
MWDOC's Contribution	-		2,618,752		11,622	260,346	(260,346)	-
Outside Fundings	-					2,890,720		2,890,720
Carryover Funds	1,636,669					1,636,669		1,636,669
Choice Revenue	3,000					3,000		3,000
Miscellaneous Income								
<b>Total Revenues</b>	<b>10,552,286</b>	<b>171,326,801</b>	<b>2,618,752</b>	<b>520,692</b>	<b>11,622</b>	<b>185,030,153</b>	<b>(260,346)</b>	<b>184,769,807</b>
<b>Expenses:</b>								
Water Purchases		171,316,301				171,316,301		171,316,301
Salaries & Wages	4,178,542					4,178,542		4,178,542
less S & W Reimb. DSC or Recov from Grants	(18,665)				3,238	(15,427)		(15,427)
Employee Benefits	1,563,730					1,563,730		1,563,730
Engineering Expense	380,000				883	380,883		380,883
Professional Fees	1,475,640					1,475,640		1,475,640
Contribution to Election Reserve	-		2,618,752			-		-
Legal Expense - General	225,000				6,000	231,000		231,000
Maintenance Expense	168,400					168,400		168,400
Insurance Expense	130,000					130,000		130,000
Membership / Sponsorship	143,041					143,041		143,041
Director Compensation	288,800					288,800		288,800
MWDOC Contribution to WEROC Operations	260,346					260,346	(260,346)	-
MWDOC Contribution to WEROC Capital Improv	-					-		-
<b>Others:</b>								
MWD Representation	165,029					165,029		165,029
Director Benefits	161,248					161,248		161,248
Health Insurance Coverage for Retirees	101,099					101,099		101,099
Audit Expense	30,220					30,220		30,220
Automotive & Toll Road Expenses	23,050					23,050		23,050
Conference Expense - Staff	44,560					44,560		44,560
Conference Expense - Directors	16,845					16,845		16,845
CDR Participation	65,249					65,249		65,249
Business Expense	2,500					2,500		2,500
Miscellaneous Expense	88,381					88,381		88,381
Postage / Mail Delivery	9,243					9,243		9,243
Rentals & Leases	1,800					1,800		1,800
Outside Printing, Subscription & Books	83,700					83,700		83,700
Office Supplies	39,000					39,000		39,000
Computer Maintenance	8,000					8,000		8,000
Software Support & Expense	84,680					84,680		84,680
Computers and Equipment	23,450					23,450		23,450
Telecommunications Expense	42,840					42,840		42,840
Temporary Help Expense	5,000					5,000		5,000
Training Expense	52,000					52,000		52,000
Tuition Reimbursement	5,000					5,000		5,000
Travel & Accommodations - Staff	69,825					69,825		69,825
Travel & Accommodations - Directors	21,250					21,250		21,250
Depreciation Expense (annualized)	-					-		-
Overhead Expenses billed to AMP and WFC	-					-		-
Overhead Reimbursement	-					-		-
MWDOC Building Expense	441,973					441,973		441,973
Contribution to Operating Reserves								
Capital Acquisition	267,256					267,256		267,256
All Other Expenses	1,853,198					1,853,198		1,853,198
<b>Total Expenses</b>	<b>10,648,033</b>	<b>171,316,301</b>	<b>2,618,752</b>	<b>520,692</b>	<b>10,121</b>	<b>185,113,899</b>	<b>(260,346)</b>	<b>184,853,552</b>
<b>EFFECT ON RESERVES / FUND BALANCE</b>	<b>\$ (95,747)</b>	<b>\$ 10,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,501</b>	<b>\$ (83,746)</b>	<b>\$ -</b>	<b>\$ (83,745)</b>

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



**CONSENT CALENDAR ITEM**

October 20, 2021

**TO:** Board of Directors

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

Robert Hunter, General Manager  
Staff Contact: J. Berg, Director of Water Use Efficiency

**SUBJECT: Temporary Acoustic Leak Detection Surveys and Staff Training**

**STAFF RECOMMENDATION**

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Staff recommends the Board of Directors authorize the General Manager to enter into a professional services agreement with Utility Services Associates, LLC. to perform acoustic leak detection surveys temporarily and to provide leak detection training for MWDOC's Water Loss Control staff at a total cost not to exceed \$94,200.

**COMMITTEE RECOMMENDATION**

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Committee concurred with staff recommendation.

**SUMMARY**

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MWDOC member agencies have elected to complete 900 miles of acoustic leak detection surveys in FY21-22. Staff generally performs these surveys "in-house" but, due to staffing turnover, is now seeking temporary assistance from a contractor for 300 miles of leak detection and staff training. This temporary contract will allow us to meet our leak detection obligations to the member agencies, as well as train our new staff, to ensure the continued smooth operation of the Water Loss Control Shared Services Program.

**DETAILED REPORT**

<b>Budgeted (Y/N): Yes</b>	Budgeted amount: \$94,200	Core __	Choice _x_
<b>Action item amount: \$94,200</b>		Line item: 34-7040	
<b>Fiscal Impact (explain if unbudgeted):</b> The acoustic leak detection survey and training will be paid for through member agency shared services elections at \$144/mile and Metropolitan Water District funding at \$170/mile.			



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MWDOC provides acoustic leak detection surveys to the member agencies through the Water Loss Control Shared Services Program. Due to recent staffing turnover, MWDOC staff feels it is necessary to bring on a temporary contractor to survey 300 miles of main and to train two new MWDOC staff members, currently in the process of being hired. MWDOC member agencies have elected 900 miles of leak detection surveys during FY 21-22. This is a 260-mile increase over FY20-21 elections, and a 330-mile increase over FY19-20 elections.

In order to support the growing program and meet our obligations to the member agencies as timely as possible, on September 23, 2021, staff released an RFQ seeking quotes for Acoustic Leak Detection services for 300 miles and leak detection staff training. The RFQ was sent to seven companies known to provide these services. Two responses to the RFQ were received by the September 28, 2021 deadline. Respondents included Water Systems Optimization (WSO) and Utility Services Associates, LLC. (USA). Both companies were found to be capable of providing the defined leak detection services. WSO was unable to meet the scheduled start date of November 30 and offered a less competitive price. USA was able to meet our start date, provide staff training and offer a competitive price of \$314 per mile. While USA is based in Montana, their lead leak detection technician is located in Riverside County, reducing the travel fees and overall project costs.

#### Acoustic Leak Detection Surveys

The surveys will require the contractor to walk the designated mileage and use noise amplifying listening equipment to listen to all available fittings on main lines and service connections in the survey area including, but not limited to, angle meter stops, backflows, air release valves, and fire hydrants. When suspected leaks are identified, they will be noted and then revisited on a different day to validate that the leak noise is still present. Once a leak sound is detected, the technician uses a ground microphone and/or acoustic correlators to pinpoint the location of the leak, when possible. Validated leaks are recorded in an electronic GIS based system that captures key information about the leak. A final report detailing the confirmed leaks and the key information will be presented to MWDOC and each participating water retailer.

Comprehensive acoustic leak detection requires more time than a general leak survey where a technician listens only to accessible valves and hydrants. A general survey often fails to detect the majority of distribution system leakage, especially in Southern California where the majority of distribution system leakage tends to occur at low flow rates on meter and service connections. Only quotes for comprehensive acoustic leak detection surveys were considered.

#### Leak Detection Training

This project also includes the training of two new MWDOC staff members that are currently in the process of being hired. While it is expected that these staff members will have at least one year of water distribution system experience, it is unlikely that they will be familiar with acoustic leak detection because it is such a highly specialized field. They will need to be trained on the use of noise amplifying listening equipment and acoustic correlators, as well as basic leak investigation including acoustic leak detection theory, pumping out meter boxes, using probe rods, and visual inspection techniques.

Following this training, their primary function will be performing leak detection surveys. The training will be mostly field-based, with supplemental classroom instruction.

## **BOARD OPTIONS**

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**Option #1:** Staff recommends the Board of Directors authorize the General Manager to enter into a professional services agreement, with Utility Services Associates, LLC. to perform acoustic leak detection surveys temporarily and to provide leak detection training for MWDOC's Water Loss Control staff at a total cost not to exceed \$94,200.

**Fiscal Impact:** Status quo, costs are covered by Choice contributions from Member agencies and leak detection incentives from Metropolitan.

**Business Analysis:** Honors MWDOC's obligations to provide leak detection services to member agencies and provides for training of new staff.

**Option #2:** The Board does not approve the contract for temporary leak detections and staff training services.

**Fiscal Impact:** Funding on account from member agencies would be refunded and an opportunity to access Metropolitan funding would be missed.

**Business Analysis:** MWDOC would be unable to honor obligations to provide leak detection services to member agencies, negatively affecting our relations.



**CONSENT CALENDAR ITEM**

October 20, 2021

**TO:** Board of Directors

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

Robert Hunter, General Manager

Staff Contact: Heather Baez

**SUBJECT: CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) PROPOSED BYLAWS UPDATE**

**STAFF RECOMMENDATION**

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Staff recommends that the Committee review the proposed updates to CSDA's bylaws, and authorize President Tamaribuchi, or his designee, to cast the District's ballot with an either yes or no vote.

**COMMITTEE RECOMMENDATION**

---

Committee reviewed the proposed updates to CSDA's bylaws, and recommended the Board authorize President Tamaribuchi, or his designee, to cast the District's ballot in favor of the CSDA Bylaws update.

**SUMMARY**

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The last CSDA bylaws updates were made in 2016 with the primary change being the addition of electronic voting for elections and other matters that require Regular Member approval.

Following receipt of feedback and suggestions over the last few years from members, CSDA has conducted a review of the CSDA Bylaws making the necessary updates as well as additions or improvements. There are numerous minor verbiage and grammar updates as well as more significant proposed updates that are listed in summary below and in detail in the mark-up form via the link provided below:

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

- Revised Rights of Regular Membership;
- A new category for Retired Non-Voting Individual Membership;
- A new section on the use of “member” in reference to Associate Members and Business Affiliate Members;
- Updates to the Termination of Membership section and adds a section regarding Procedure for Termination of Membership;
- Clarification on the process for handling a vacancy on the Board of Directors outside of nomination period;
- New Annual Report section added; and
- A new section prohibiting dual directorships with CSDA’s Alliance partner, Special District Risk Management Authority (SDRMA)

Attached is a line item copy of the suggested bylaw amendments.

## **BOARD OPTIONS**

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### **Option #1**

- Authorize President Tamaribuchi or his designee to cast the district’s ballot for the proposed changes to the CSDA Bylaws.

**Fiscal Impact:** None

**Business Analysis:** While the changes are not overly substantial in nature, as a member, it is important to stay engaged with CSDA and how it is governed.

### **Option #2**

- Take no action

**Fiscal Impact:** None

**Business Analysis:** MWDOC would not have an opportunity to weigh-in on the proposed CSDA bylaws.

## **STAFF RECOMMENDATION**

---

Option #1

### **ATTACHED:**

- Draft CSDA Bylaws Update 2021

DRAFT

DRAFT

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DRAFT

DRAFT

DRAFT



## **BYLAWS**

### **California Special Districts Association**

#### **Approved Bylaw Revision Dates:**

**Revised 1996**

**Revised 1999**

**Revised 2004**

**Revised October 1, 2009**

**Revised August 2, 2010**

**Revised August 1, 2011**

**Revised July 1, 2014**

**Revised July 1, 2016**

**[Revised November XX, 2021](#)**

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## ARTICLE I – GENERAL

### **Section 1. Purpose:**

In addition to the general and specific purposes set forth in the Articles of Incorporation of the California Special Districts Association ([hereinafter referred to as "CSDA"](#)), CSDA will provide outreach, [advocacy, professional development, information, and other](#) [various services to member districts](#)

. CSDA will interact [and collaborate, where appropriate](#), with the associations and groups that support or oppose its membership's interests. [The control and governance of CSDA shall be the responsibility of CSDA's Board of Directors \(the "Board of Directors"\)](#).

### **Section 2. CSDA Networks:**

The state of California shall be divided along county boundaries into six voting networks. The areas of the networks [are](#) determined by the Board of Directors of CSDA.

### **Section 3. Principal Office:**

The principal business office of CSDA [is](#) located [at 1112 I Street, Suite 200, Sacramento, California 95814. The Board of Directors shall have authority to change the principal office from one location to another.](#)

## ARTICLE II – MEMBERSHIP



## **Section 1. Qualification of Membership:**

There may be several classes of membership in CSDA, as determined by the Board of Directors. The following classes have been adopted:

### **A. Regular Voting Members:**

Regular voting members shall be any public agency formed pursuant to either general law or special act for the local performance of governmental or proprietary functions within limited boundaries, and which meets any one of the following criteria:

1. Meets the definition of "independent special district" set forth in Government Code Section 56044 by having a legislative body comprised entirely of elected members, or which members are appointed to fixed terms; or
2. The following public agencies: (a) air quality management districts; (b) air  
The following public agencies: (a) air quality management districts; (b) air  
The following public agencies: (a) air quality management districts; (b) air  
The following public agencies: (a) air quality management districts; (b) air  
The following public agencies: (a) air quality management districts; (b) air  
The following public agencies: (a) air quality  
management districts; (b) air pollution control districts; (c) county water agencies or authorities; (d) transit or rapid transit districts, or transportation authorities; (e) metropolitan water districts; (f) flood control or water conservation districts; (g) sanitation agencies.

Regular voting members shall not include any state, cities, counties, school districts, community college districts, local agency formation commissions (LAFCOs), dependent districts, or joint powers authorities (JPAs) except as may be specifically referenced above.

Rights of Regular Membership: Regular voting members have voting privileges and may hold seats on the Board of Directors. All Regular Members shall have the right to vote, as set forth in these bylaws, on the election of directors, on the disposition of all or substantially all of the corporation's assets, on any merger and its principal terms and any amendment of those terms, and on any election to dissolve the corporation. In addition, Regular Members shall have all rights afforded members under the California Nonprofit Public Benefit Corporation Law.

### **B. Associate Non-Voting Members:**

Associate members shall be public agencies such as dependent districts composed of appointees from a single public agency, cities, counties, joint powers authorities, and other public agencies that do not satisfy the criteria for regular voting membership specified in Section A above.

**Commented [MH1]:** This was removed because it conflicts with the remaining portion of the provision and does not provide clarity on whom is included or excluded.

**Commented [NM2]:** New provision based on CA Nonprofit Law

Associate members have no voting privileges, except as approved members on a CSDA committee, and may not hold a seat on the Board of Directors.

**C. Business Affiliate Non-Voting Members:**

Business Affiliate members shall be those businesses or organizations that provide services to special districts and have evidenced interest in the purposes and goals of CSDA. Business Affiliates have no voting privileges, except as approved members on a CSDA committee, and may not hold a seat on the Board of Directors.

**D. Retired Non-Voting Member (Individual Membership):**

Retired Individual members shall be those persons that are retired from service as a staff or board member at a special district and have at least 1 year of previous service.

Retired members shall not be affiliated with or serve as a consultant to any agency eligible for regular, associate, or business affiliate membership in CSDA. Retired members cannot be employed by a company that provides services or products to special districts.

Retired members have no voting privileges and may not hold a seat on the CSDA Board of Directors. Retired members may hold a seat and may have voting privileges on any CSDA committee, with the exception of the Legislative Committee.

CSDA benefits available to retired members shall be determined by the CSDA Board of Directors.

**Commented [NM3]:** New provision adding individual membership category for those that wish to stay involved/informed after retirement

**Section 2. Membership Application:**

Application for membership to CSDA will be directed to staff, who will determine if the applicant's interest and purpose is in common with CSDA. If the applicant meets the requirements of membership, the Board of Directors shall approve the new member by a majority vote of the Board. Acceptance to membership shall authorize participation in CSDA activities as specified in these Bylaws. The Board shall retain the authority to deny membership in CSDA at its discretion.

**Section 3. Membership Dues:**

The membership dues of CSDA shall be established annually by a majority vote of the Board of Directors at a scheduled Board meeting. Authority to adjust the dues shall remain with the Board of Directors.

**Section 4. Membership Voting:**

Matters to be voted upon by the authorized voting membership shall be determined by the Board of Directors in accordance with these Bylaws. Only those matters of which notice has been given to voting members by CSDA may be voted upon.

**A. Voting Designee:**

In accordance with these Bylaws, regular voting members in good standing shall have voting privileges. The governing body of each regular voting member shall designate one representative from their respective district who shall have the authority to exercise the right of the regular voting member to vote. Such voting designee shall be a Board member or managerial employee of the regular voting member.

**B. Voting Authorization:**

Regular voting members who have paid the required dues as set by the Board of Directors are members in good standing. Each regular voting member in good standing shall be entitled to one vote on all matters brought before the membership for vote at any meeting or by ballot.

**C. Non-Voting Members:**

CSDA may refer to Associate Members and Business Affiliate Members or other persons or entities associated with it, as "members", even though those persons or entities are not voting Regular Members as set forth in Article II Section I A hereof. No such reference as "members" shall constitute anyone as a voting member of this corporation unless that person or entity has qualified for voting Regular Membership pursuant to Article II Section I A of these Bylaws. The Board of Directors may adopt policies which grant some or all of the rights of a Regular Member, other than voting rights, to an Associate Member or Business Affiliate Member, but no such person or entity shall be a Regular Member by virtue of such grant of rights.

**Commented [NM4]:** New provision clarifying the term 'members' and related references to the term

**Section 5. Membership Quorum:**

**A. Meeting Quorum:**

Twenty-five voting designees, as defined in Article II, Section 4, present at any annual or special meeting of the CSDA shall constitute a quorum. No regular voting member shall have the right to vote by means of an absentee or proxy ballot.

**B. Mailed or Electronic Ballot Quorum:**

Mail ballots or electronic ballots received from 25 voting designees officially designated by each regular voting member shall constitute a quorum. Each regular voting member shall be entitled to one vote. No regular voting member shall have the right to vote by means of a proxy.

**Section 6. Membership Meetings:**

**A. Annual Business Meeting:**

The annual business meeting of the members shall be held at the Annual CSDA Conference at such time and place as determined by the Board of Directors. Written notice of the annual business meeting distributed by mail or electronically shall include all matters that the Board intends to present for action and vote by the members.

## **B. Special Meetings:**

Special meetings of the members may be called at any time by the President, by a majority of the Board of Directors, or at least a quorum of the members (25 members). Such a special meeting may be called by written request, specifying the general nature of the business proposed to be transacted and addressed to the attention of and submitted to the President of the Board. The President shall direct the Chief Executive Officer to cause notice to be given promptly to the members stating that a special meeting will be held at a specific time and date fixed by the Board. No business other than the business that was set forth in the notice of the special meeting may be transacted at a special meeting.

## **C. Notice of Meetings:**

Whenever members are permitted to take any action at any annual or special meeting, written notice of the meeting distributed by mail or electronically shall be given to each member entitled to vote at that meeting. The notice shall specify the place, date and hour of the meeting, and the means of communication to be utilized by and between CSDA and its members, if any, [through](#) which members may participate in the meeting. For the Annual Membership Meeting, the notice shall state the matters that the Board intends to present for action by the members. For a special meeting the notice shall state the general nature of the business to be transacted and shall state that no other business may be transacted. The notice of any meeting at which directors are to be elected shall include the names of all persons who are nominees when notice is given.

1. Notice Requirements. Written notice of any annual membership meeting shall be given at least 45 days before the meeting date either personally, by first class registered or certified mail, or by electronic transmission.

2. Electronic Notice. Notice given by electronic transmission by CSDA shall be valid if delivered by either (a) facsimile telecommunication or electronic mail when directed to the facsimile number or electronic mail address for that main contact member on record with CSDA; (b) posting on an electronic message board or network that CSDA has designated for such communications, together with a separate electronic notice to each member of the posting; or (c) any other means of electronic communication. Such electronic transmission must be directed to a member which has provided to CSDA an unrevoked consent to the use of electronic transmission for such communications. The method of electronic communication utilized must create a record that is capable of retention, retrieval and review by CSDA.

All such electronic transmissions shall include a written statement that each member receiving such communication has the right to have the notice provided in non-electronic form. Any member may withdraw its consent to receive electronic transmissions in the place of written communications by providing written notice to CSDA of such withdrawal of consent.

Notice shall not be given by electronic transmission by CSDA if CSDA is unable to deliver two (2) consecutive notices to a member by that means, or otherwise becomes aware of the fact that the member cannot receive electronic communications.

**D. Electronic Meetings:**

Members not physically present in person at either an annual or special meeting of members may participate in such a meeting by electronic transmission or by electronic video screen communication by and between such members and CSDA. Any eligible member participating in a meeting electronically shall be deemed present in person and eligible to vote at such a meeting, whether that meeting is to be held at a designated place, conducted entirely by means of electronic transmission, or conducted in part by electronic communication between CSDA and those members who are not capable of being physically present at such designated meeting place.

Annual and special meetings of the members may be conducted in whole or in part by electronic transmission or by electronic video screen communication by and between CSDA and its members if all of the following criteria are satisfied: (1) CSDA implements reasonable procedures to provide members participating by means of electronic communication a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to hear the proceedings of the meeting including comments of members participating in person substantially concurrent with such proceedings; and (2) any votes cast by a member by means of electronic communication by and between CSDA and a member must be recorded and maintained in the minutes by CSDA.

**E. Majority Vote:**

Any matter submitted to the membership for action or approval shall constitute the action or approval of the members only when: (1) the number of votes cast by regular voting members present at the meeting equals or exceeds the quorum requirement of 25 registered voters; and (2) the number of votes approving the action or proposal equals or exceeds a majority (50% plus one) of the regular voting members present and casting votes on the issue.

**F. Solicitation of Written Ballots from Members:**

All solicitations of votes by written ballot, whether by means of electronic communication or first class mail, shall: (1) state the number of returned ballots needed to meet the quorum requirement ; (2) state, with respect to returned ballots other than for election of directors, that the majority of returned ballots must indicate approval of each measure in order to adopt such measure; and (3) specify the time by which the written ballot must be received by CSDA in order to be counted. Each written ballot so distributed shall: (1) set forth the proposed action; (2) give members an opportunity to specify approval or disapproval of each proposal; and (3) provide a reasonable time in which to return the ballots to CSDA either electronically or by first class mail.

Each written ballot distributed by first class mail shall be mailed to each regular voting member at least 45 days in advance of the date designated for return of the ballot by each such member to CSDA. Written ballots transmitted electronically to members shall

be electronically communicated at least 45 days in advance of the date designated for return of the ballot by each member to CSDA.

**G. Return of Ballots:**

Written ballots shall be returned either by first class mail or by electronic communication to either the principal business address of CSDA or CSDA's designated electronic format specified on the ballot prior to the close of business (5:00 pm) on the designated election date. Written ballots received either by first class mail or electronic communication from regular voting members after the specified date shall be invalid and shall not be counted.

**H. Number of Votes Required for Approval of Action on Written Ballot:**

Approval by written ballot shall be valid only when (1) the number of votes cast by written ballot either by means of electronic communication or first class mail within the specified time equals or exceeds the quorum required to be present at a meeting authorizing the action (25 votes); and (2) the number of approvals equals or exceeds the number of votes that would be required for approval at a meeting of members, i.e. 50% plus one of those participating members casting written ballots either electronically or by first class mail.

**Section 7. Termination of Membership:**

A member shall not be in good standing, and membership may be terminated, on occurrence of any of the following events:

**A.** Any member delinquent in the payment of dues for a period of three months after said dues are due and payable, shall be notified in writing of such arrearage, and shall be given written notice of possible termination. If such delinquent dues remain unpaid for 45 days after notice, the delinquent member shall automatically cease to be a member of CSDA. CSDA's Chief Executive Officer may approve special payment arrangements if deemed necessary including with those districts that may be members of the Special District Risk Management Authority (SDRMA).

**A.B.** Determination by the Board of Directors that a member has failed in a material and serious degree to observe the rules of conduct or operational policies of CSDA, including but not limited to the Corporation's Anti-Trust Policies or has engaged in conduct materially and seriously prejudicial to this CSDA's purposes and interests.

**Commented [NM5]:** New provision based on CA Nonprofit Law and Federal anti-trust laws

**Section 8. Procedure for Termination of Membership:**

If grounds exist for terminating the membership of a member under Section 7 hereof, the following procedures shall be followed:

A. The Board of Directors shall give the member at least 15 days prior written notice of the proposed termination and the reasons for the proposed termination of membership. Notice shall be given by any method reasonably calculated to provide actual notice. Notice given by mail shall be sent by first-class mail to the member's last address as shown on CSDA records.

B. The member shall be given an opportunity to be heard, either orally or in writing, at least 5 days before the effective date of the proposed termination of membership. The hearing shall be held, or the written statement considered, by the Board of Directors which is responsible for determining in its sole discretion whether the termination of membership should occur.

C. The Board of Directors shall determine whether the membership shall be terminated. The decision of the Board of Directors shall be final.

**Commented [NM6]:** New provision based on CA Nonprofit Law and to outline process

## ARTICLE III – DIRECTORS

### **Section 1. Number of Directors:**

The authorized number of elected directors to serve on the Board of Directors shall be 18. Each regular voting member shall be limited to one seat on the Board.

There shall be three directors elected from each of the six CSDA networks. Directors elected from each of the six networks shall hold staggered [three-year](#) terms.

### **Section 2 Term of Office:**

Directors elected from each of the six networks shall hold staggered [three-year](#) terms. After the annual election of directors, a meeting of the Board shall be held to ratify the election results. The term of office of the newly elected persons shall commence on the following January 1 and shall [automatically](#) terminate three years [thereafter](#).

### **Section 3. Nomination of Directors:**

Nomination [of Directors seeking to serve on the Board](#) shall be by network. Any regular voting member in good standing is eligible to nominate one person from their district to run for director of CSDA. The [CSDA](#) director nominee shall be a [member of the board of directors](#) of the district or a managerial employee as defined by that district's [board of directors](#). Nomination of the director designee shall be made by a resolution or minute action of the regular voting member's Board of Directors. Only one individual from each regular voting member district may be nominated to run at each election.

CSDA staff, in conjunction with the Elections and Bylaw Committee, will review all nominations received and accept all that meet the qualifications set by these Bylaws. A slate of each network's qualified nominees will be [transmitted](#) by mail or electronic ballot to that network's regular voting membership for election pursuant to Article III, Section 4

### **Section 4. Election of Directors:**

The Election and Bylaws Committee shall have primary responsibility for establishing and conducting elections [for the Board of Directors](#). The Committee may enforce any regulation [to facilitate the conduct of said elections](#). [Directors shall be voted upon and elected](#) by the regular voting members from the network from which they are nominated.

The Election and Bylaws Committee shall meet each year to review, with staff, the networks where election of directors will be necessary. The Committee will coordinate, with staff, the dates nomination requests shall be mailed to the regular voting members, the official date for the nomination requests to be received at the CSDA office, and set the date of the election.

**A. Written Notice:**

Written notice requesting nominations of candidates for election to the Board of Directors shall be sent by first class mail or electronically to each regular voting member in good standing on the date specified by the Election and Bylaws Committee, which shall be at least 120 days prior to the election. The nominations must be received either by mail or electronically by CSDA before the established deadline which shall be no later than 60 days prior to the election. Nominations received after the deadline date shall be deemed invalid. [In the event an incumbent does not re-run for their seat, the nomination period for that network shall be extended by ten days.](#)

**B. Balloting and Election:**

Voting for directors shall be by written ballot distributed by mail or by electronic transmission by CSDA directly or via [authorized](#) third-party to members eligible to vote in each network.

After the nomination period for directors is closed, a written ballot specifying the certified nominees in each network shall be distributed by first class mail or electronically to each regular voting member in that network. Each such regular member in good standing in each network shall be entitled to cast one vote for each of that network's open seats on the Board. [In the event there is more than one seat available for election, regular members shall be entitled to a number of votes equal to the seats available for election in their network.](#)

The ballot for each network shall contain all nominations accepted and approved by CSDA staff. In the event there is only one nomination in a network, the nominee shall automatically assume the Seat up for election and a ballot shall not be mailed or electronically transmitted. Staff will execute a Proof of Service certifying the date upon which all regular voting members of each network were sent a ballot, either by first class mail or by electronic transmission. The form of written ballot and any related materials sent by electronic transmission by CSDA and completed ballots returned to CSDA by electronic transmission by participating members must comply with all of the requirements of Article II, Section 6(F-H) of these Bylaws. If a member does not consent to electronic communication for balloting purposes, a form of written ballot will be mailed to such participating member no later than 45 days prior to the date scheduled for such election. All written ballots shall indicate that each participating member may return the ballot by electronic communication or first class mail.



All solicitations of votes by written ballot shall: (1) state the number of returned ballots needed to meet the quorum requirement ; (2) state, with respect to ballots for election of directors, that those nominees receiving the highest number of votes for each Board position subject to election will be certified as elected to that Board position.

Election of a nominee to a Board position shall be valid only when: (1) the number of votes cast by written ballot, transmitted either electronically or by first class mail, within the time specified, equals or exceeds the quorum required to be present at a meeting of members authorized in such action ; and (2) the number of written ballots approving the election of a nominee must be the highest number of votes cast for each Board position subject to election as would be required for an election of a nominee at a meeting of the members.

Written ballots shall be returned either by first class mail or by electronic mail communication to either the principal business address of CSDA or CSDA's designated electronic format specified on the ballot prior to the close of business (5:00 pm) on the designated election date, which shall be at least 45 days prior to the Annual Conference. Written ballots received either by first class mail or electronic communication after the specified date shall be invalid and shall not be counted.

All written ballots received by mail shall remain sealed until opened in the presence of the Election and Bylaws Committee chairperson or [their](#) designee. All electronic ballots will be prepared, distributed, authenticated, received, tabulated, and kept secure and confidential. [Election documents will be retained as outlined in CSDA's Board approved records retention policy.](#)

#### **Section 5. Event of Tie:**

In the event of a tie vote, a supplemental written ballot containing only the names of those candidates receiving the same number of votes shall be distributed either by first class mail or electronically to each regular voting member in the network where the tie vote occurred.

Those written ballots received by mail or electronically prior to the close of business (5:00 pm) on the date designated by the Election and Bylaws Committee shall be considered valid and counted. All supplemental written ballots received after the designated date whether by first class mail or electronically shall be deemed invalid. All written ballots received either by mail or electronically shall remain sealed as provided in Article III, Section 4.B of these Bylaws.

In the event the supplemental written ballot also results in a tie vote, the successful candidate will be chosen by a drawing by lot.

#### **Section 6. Director Vacancy:**

In the event of a director vacating [their](#) seat on the Board of Directors, an individual who meets the qualifications as specified in these Bylaws may be appointed or elected to complete the director's unexpired term.

##### **A. Two or Three Vacant Seats in the Same Network:**

In the event more than one seat on the CSDA Board of Directors in any one network is vacant at the same time, such vacancies shall be filled by election. A written ballot shall

be prepared; listing all nominees for that network accepted and approved by CSDA and distributed to each regular voting member in each such network either by first class mail or by electronic communication pursuant to the provisions of Article III, Section 4.A and B of these Bylaws

Regular members of each network shall be entitled to cast one vote for each open seat in that network by returning a completed written ballot to CSDA either by first class mail or by electronic communication. The candidate receiving the most votes will be elected to the vacant seat with the longest remaining term. The candidate receiving the second highest number of votes will be elected to fill the vacant seat with the second longest remaining term. The candidate receiving the third highest number of votes will be elected to fill the vacant position with the third longest remaining term.

#### **B. Vacancy Outside of Nomination Period**

In the event of a vacancy occurring outside of the nomination period timeframe, at the discretion of the CSDA Board, the vacancy may be filled by appointment or special election. The CSDA Board at its discretion may leave a vacancy that occurs outside of the nomination period unfilled until the next regularly scheduled election.

Should the CSDA Board choose to fill the vacancy by appointment, notification of the vacancy and request for nominations shall be sent by regular mail or electronic communication to all regular members in good standing in the network in which the vacancy occurred. The network's existing directors sitting on the CSDA Board shall interview all interested candidates of that network and bring a recommendation to the CSDA Board of Directors for consideration. The Board shall make the appointment to fill the unexpired term of the vacated Board position.

Should the CSDA Board choose to fill the vacancy by special election, written notification of the vacancy and request for nominations shall be sent either by first class mail or electronically to each regular member in good standing in the network in which the vacancy occurred. Nominations will be accepted for the vacant seat by first class mail or by electronic communication and shall be placed on the written ballot for election in that network. Such election shall be conducted pursuant to the provisions of Article III, Section 4.A and B hereof.

#### **C. Vacancy During Nomination Period:**

In the event of a vacancy occurring during the nomination period, the vacancy shall be filled by election. Written notification of the vacancy and request for nominations shall be sent either by first class mail or electronically to each regular member in the network in which the vacancy occurred. Nominations will be accepted for the vacant seat by first class mail or by electronic communication and shall be placed on the written ballot for election in that network. Such election shall be conducted pursuant to the provisions of Article III, Section 4.A and B hereof.

**D.**

#### **Section 7. Director Disqualification:**

- A. A director shall become disqualified from further service on the Board of Directors or any committee upon the occurrence of any of the following:

**Commented [NM7]:** Based on edits to item "B" above, this provision is no longer necessary

1. A director's district is no longer a member of CSDA;
2. A director is no longer a board member or an employee of a member district;
3. A director is elected or appointed to the Board of Directors of the Special District Risk Management Authority (SDRMA) or
- 1.4. A director's resignation.

Any officer or director may resign at any time by giving written notice to the President or CEO. Any such resignation shall take effect at the date of the receipt of such notice or at any time specified therein.

- B. The position of a director may be declared vacant by a majority vote of the CSDA Board of Directors when a director is unexcused and fails to attend three consecutive meetings of the Board or has not completed the Board Member requirements and expectations as outlined in policy.

#### **Section 8. Powers of Directors:**

Subject to the limitations of these Bylaws, the Articles of Incorporation, and the California General Nonprofit Corporation Law, all corporate powers of the CSDA shall be exercised by or under the authority of the Board of Directors.

Directors shall serve without compensation. However, they shall be allowed reasonable reimbursement for pre-approved expenses incurred in the performance of their duties as Directors.

**Commented [MH8]:** This has been added to reflect current policy.

**Annual Report:** The Board of Directors shall cause an annual report to be sent to the members within 120 days after the end CSDA's fiscal year. That report shall contain the following information, in appropriate detail:

- The assets and liabilities of CSDA as of the end of the fiscal year;
- The principal changes in assets and liabilities;
- CSDA's revenue or receipts, both unrestricted and restricted to particular purposes;
- CSDA's expenses or disbursements for both general and restricted purposes.

The CSDA Annual Financial Audit shall serve as the Annual Report of CSDA.

**Commented [NM9]:** New provision based on CA Nonprofit Law

#### **Section 9. No Dual Directorships:**

During any period that CSDA is a participant in the Alliance Executive Council Memorandum of Understanding (MOU), the Board of Directors of CSDA shall appoint three (3) members of its board to serve as members of the Alliance Executive Council. No member of the Board of Directors of CSDA shall serve as a director on the board of SDRMA during the term of the MOU. In the event a director is elected to SDRMA, that director shall immediately be disqualified from further service on the Board of Directors of CSDA.

**Commented [NM10]:** New provision to reflect provision in SDRMA's JPA and current practice

## ARTICLE IV – DIRECTOR MEETINGS

### **Section 1. Place of Meetings:**

Meetings of the Board of Directors shall be held in the state of California, at such places as the Board may determine. [Directors may participate and have voting privileges remotely from other states and countries.](#)

### **Section 2. Ratification Meeting:**

Following the election of Directors, the Board shall hold a meeting at such time and place as determined by the Board for the purpose of ratifying the newly elected directors and to transact other business of CSDA.

### **Section 3. Organization Meeting:**

After the ratification meeting, an organizational meeting of the Board shall be held at such time and place as determined by the Board for the purpose of electing the officers of the Board of Directors and the transaction of other business of CSDA.

### **Section 4. Planning Session:**

As directed by the Board of Directors, a special Strategic Planning Meeting shall be held to review, evaluate, [and update](#) the plans, policies and activities related to the business interests of CSDA. [Timing and intervals of the Strategic Planning Meeting shall be determined by the Board of Directors.](#)

### **Section 5. Regular Meetings:**

The dates of the regular meetings of the Board of Directors shall be ratified at the last Board meeting of the previous year. The meetings shall be held at such time and place as the Board may determine. The dates and places of the Board meetings shall be published in the CSDA's publications for the benefit of the members.

### **Section 6. Special Meetings:**

A special meeting of the Board of Directors may be called [for any purpose](#) at any time by the President or by any group of 10 directors or as described in Article II, Section 6.B.

Such meetings may be held at any place designated by the Board of Directors. In the event directors are unable to personally attend the special meeting, teleconferencing means will be made available.

Notice of the time and place of special meetings shall be given personally to the directors, or sent by written or electronic communication. All written notices shall be sent at least ten days prior to the special meeting and electronic notices at least five days prior.

### **Section 7. [Board of Directors Meeting Quorum:](#)**

A quorum of the Board of Directors for the purpose of transacting business of the CSDA shall consist of ten directors. A majority vote among at least ten directors present at a duly noticed meeting shall constitute action of the Board of Directors.

**Section 8. Board Meetings by Telephone and Electronic Communications:**

Any Board meeting may be held by conference telephone, video screen communication or other electronic communications equipment. Participation in such a meeting under this Section shall constitute presence in person at the meeting if both of the following apply: (a) each Board member participating in the meeting can communicate concurrently with all other Board members; and (b) each member of the Board is provided a means of participating in all matters before the Board, including the capacity to propose or interpose an objection to a specific action to be taken by CSDA, and the capacity to vote on any proposal requiring action of the Board.

**Section 9. Official Records:**

All official records of the meetings of the CSDA shall be maintained at the principal business office of the CSDA [or on official CSDA electronic file server\(s\)](#).

**ARTICLE V – OFFICERS**

**Section 1. Number and Selection:**

The officers of CSDA shall be the President, Vice President, Secretary, Treasurer and the Immediate Past President. The officers shall be elected annually from the members of the Board of Directors without reference to networks. All officers shall be subordinate and responsible to the CSDA Board of Directors and shall serve without compensation.

Each [officer](#) shall hold office for the term of one year, or until resignation or disqualification.

The Board of Directors may appoint such other officers as the business of CSDA may require. Each of the appointed officers shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board of Directors may determine.

## **Section 2. Duties of the President:**

The President shall be the chief officer of the CSDA and shall, subject to the approval of the Board of Directors, give supervision and direction to the business and affairs of CSDA.

The President shall preside at all Board of Director and membership meetings. The President shall be an ex-officio member of all Standing Committees. The President shall appoint committee chairs and vice-chairs and members of the Standing Committees, subject to confirmation by the Board of Directors.

The President shall have the general powers, duties and management usually vested in the office of the president of a corporation. The President shall have such other powers and duties as may be prescribed by these Bylaws or by the vote of the Board of Directors.

## **Section 3. Duties of the Vice President:**

In the absence of, or disability of the President, the Vice President shall perform all of the duties of the President. When so acting, the Vice President shall have all the powers of the President, and be subject to all the restrictions upon the President.

The Vice President shall be an ex-officio member of all of the Standing Committees.

## **Section 4. Duties of the Secretary:**

The Secretary or a designee appointed by the Board of Directors shall give notice of meetings to the Board of Directors, and notices of meetings to the members as provided by these Bylaws.

The Secretary or designee shall record and keep all motions and resolutions of the Board. A record of all meetings of the Board and of the members shall be maintained. All written records of the Secretary shall be kept at the business office of CSDA.

A list of the membership of CSDA shall be maintained by the Secretary or such designee. Such record shall contain the name, address and type of membership, of each member. The date of membership shall be recorded, and in the event the membership ceases, the date of termination.

The Secretary or designee shall perform such other duties as may be required by law, by these Bylaws, or by the Board of Directors.

## **Section 5. Duties of the Treasurer:**

The Treasurer or a designee appointed by the Board of Directors shall keep and maintain adequate and correct accounts of the properties and the business transactions of CSDA, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The books of account shall at all times be open to inspection by any director or member of the CSDA.

The Treasurer or designee shall be responsible to cause the deposit of all moneys of the CSDA, and other valuables in the name and to the credit of CSDA, with such depositories as may be designated by the Board of Directors.

The Treasurer or designee, shall disburse, or cause to be disbursed by persons as authorized by resolution of the Board of Directors, the funds of CSDA, as ordered by the Board of Directors.

The Treasurer or designee shall serve as chair of the CSDA Fiscal Committee. The Treasurer shall render to the President and the Board of Directors an account of all financial transactions and the financial condition of CSDA at each Board meeting and on an annual basis, or upon request of the Board.

The Treasurer or designee shall, after the close of the fiscal year of CSDA, cause an annual audit of the financial condition of CSDA to be done.

The Treasurer or such designee shall perform such other duties as may be required by law, by these Bylaws, or by the Board of Directors.

#### **Section 6. Disbursement of Funds:**

No funds shall be disbursed by CSDA unless a check, draft or other evidence of such disbursement has been executed on behalf of CSDA by persons authorized by resolution of the Board of Directors.

#### **Section 7. Removal of Officers:**

Officers of the Board may be removed with or without cause at any meeting of the Board of Directors by the affirmative vote of a majority of the Board of Directors present at such meeting.

### **ARTICLE VI – COMMITTEES**

#### **Section 1. Committee Structure:**

Each committee shall have a chair and a vice-chair who shall be directors of the Board of Directors. Each committee shall have at least two Board members and no more than nine Board members. Directors may be appointed as alternate members of a committee, in the event of an absent committee member.

Other members of any committee may include designees of regular, associate or Business Affiliate members.

#### **Section 2. Committee Actions:**

All actions of any committee of the CSDA shall be governed by and taken in accordance with the provisions of these Bylaws. All committees shall serve at the pleasure of the Board and

have such authority as provided by the Board of Directors. Minutes of each committee meeting shall be kept and each committee shall present a report to the Board of Directors at each scheduled Board meeting.

No committee may take any final action on any matter that, under these Bylaws, or under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members of the CSDA.

All committees, regardless of Board resolution, are restricted from any of the following actions as imposed by the California Nonprofit Public Benefit Corporation Law:

- No committee may fill vacancies on the Board of Directors or on any committee that has authority of the Board, establish any other committees of the Board, or appoint the members of the committees of the Board.
- No committee may fix compensation of the directors for serving on the Board or on any committee, expend corporate funds to support a nominee for director, or approve any contract or transaction to which CSDA is a party and in which one or more of its directors has a material financial interest.
- No committee may amend or repeal Bylaws or adopt new Bylaws or amend or repeal any resolution of the Board that by its express terms is not subject to amendment or repeal.

### **Section 3. Committee Meetings:**

Meetings of the committees of CSDA shall be held in accordance with the provisions of these Bylaws. The time and place for regular meetings of such committees may be determined by the Board or by such committees. Special meetings of the committees may be called by the chair of such committee, or by the Board of Directors.

Written notice of any regular or special committee meeting may be given either personally, by first class mail, or by electronic transmission as specified in Article II, Section 6.C.2 of these Bylaws. Any committee meeting may also be held by conference telephone, [web conference](#) or other electronic communication equipment. Participation in such a meeting under this Section shall constitute presence in person at the committee meeting if both of the following apply: (a) each committee member participating in the meeting can communicate concurrently with all other committee members; and (b) each member of the committee is provided a means of participating in all matters before the committee, including the capacity to propose or interpose an objection to a specific action to be taken by that committee, and the capacity to vote on any proposal requiring action or recommendation by the committee.

### **Section 4. Standing Committees:**

Standing Committees of CSDA shall be advisory in nature except for the Finance Corporation (see Section 4D). The Standing Committees are: Executive, Professional Development, Elections and Bylaw, Finance Corporation, Fiscal, Legislative, Member Services and Audit.



The President shall recommend the appointment of committee officers and members of each Standing Committee except the Executive Committee. All committee members are subject to ratification by the Board of Directors.

**A. Executive Committee:**

The Executive Committee shall consist of all officers of CSDA:

Subject to these Bylaws and approval of the Board of Directors, the Executive Committee shall have full power, authority and responsibility for the operation and function of the CSDA.

**B. Professional Development Committee:**

The Professional Development Committee shall provide advice, feedback and general guidance for CSDA professional development programs and events.

**C. Election and Bylaws Committee:**

The Election and Bylaws Committee shall be responsible for conducting all elections for the CSDA Board of Directors as provided in these Bylaws. The Committee shall annually review the Bylaws and shall be responsible for membership vote on any bylaw changes and approval of election materials.

**D. Finance Corporation Committee:**

The Finance Corporation Committee shall serve as [ex officio members of](#) the Board of Directors of the CSDA Finance Corporation, a California non-profit public benefit corporation organized to provide financial assistance to CSDA members in acquiring, constructing and financing various public facilities and equipment for the use and benefit of the public. The Finance Corporation Committee is not an advisory committee, but [rather](#) has all of the powers described in the CSDA Finance Corporation Bylaws, which are incorporated herein by this reference. Such powers include the powers to manage and control the business affairs of the corporation, to approve policies for the corporation's operations, and to enter into all contracts necessary to provide financial assistance to CSDA members.

**E. Fiscal Committee:**

The Treasurer shall serve as the chair of the Fiscal Committee and shall, with the Committee, be responsible for oversight of all the financial transactions of the CSDA. An annual budget shall be reviewed by the committee and ratified by the Board of Directors.

**F. Legislative Committee:**

The Legislative Committee shall be responsible for the development of CSDA's legislative agenda [and advocacy priorities](#). The [Legislative](#) Committee shall review, direct and assist the CSDA Advocacy and Public Affairs Department with legislative and public policy issues.

**G. Member Services Committee:**

The Member Services Committee shall be responsible for recruitment and retention activities as well as recommendation of new members and benefits to the CSDA Board of Directors. All new members shall be ratified by the Board of Directors.

#### **H. Audit Committee:**

The Audit Committee is responsible for maintaining and updating internal controls. The Committee selects the Auditor for Board of Directors approval and provides guidance to the auditors on possible audit and fraud risks. The Committee reviews the audit and management letter and makes recommendation to the Board of Directors for action.

#### **Section 5. Ad Hoc Committees:**

The President may appoint other Ad Hoc Committees and their officers as may be determined necessary for the proper operation of the CSDA. The Standing Committees and the Ad Hoc Committees shall plan and authorize such programs as may be directed by the Board of Directors.

The Ad Hoc Committees shall be advisory in nature and shall be composed of at least two members of the Board of Directors. Other members of such committees may include designees of regular, associate or professional members, or members of the public, as approved by the Board of Directors.

#### **Section 6. Special Committee of the Board:**

A Special Committee may be granted authority of the Board as a Committee of the Board, as required by the California Nonprofit Public Benefit Corporation Law, provided by a specific resolution adopted by a majority of the Board of Directors then in office. In such case, the Special Committee shall be composed exclusively of two or more directors, but less than a quorum of the Board of Directors.

### **ARTICLE VII – INDEMNIFICATION**

#### **Section 1. Right of Indemnity:**

To the fullest extent permitted by law, the CSDA shall defend, indemnify and hold harmless both its past and present directors, officers, employees and other persons described in Section 5238(a) of the California Corporations Code, against any and all actions, expenses, fines, judgments, claims, liabilities, settlements and other amounts reasonably incurred by them in connection with any “proceeding”, as that term is used in the Section 5238(a) of the California Corporations Code.

“Expenses”, as used in these Bylaws, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

#### **Section 2. Approval of Indemnity:**

On written request to the Board by any person seeking indemnification under Section 5238(b) or Section 5238(c) of the California Corporations Code, the Board shall promptly determine under Section 5238(e) of the California Corporations code whether the applicable standard of conduct

set forth in Section 5238(b) or Section 5238(c) has been met, and if so, the Board shall authorize indemnification.

If the Board cannot authorize indemnification because the number of directors who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of directors who are not parties to that proceeding, the Board shall promptly call a meeting of the members.

At the request for indemnification meeting, the members shall determine under Section 5238(e) of the California Corporations Code whether the applicable standard or conduct set forth in Section 5238(b) or Section 5238(c) has been met, and, if so, the members present at the meeting in person or by proxy shall authorize indemnification.

### **Section 3. Insurance:**

CSDA shall have the right to purchase and maintain insurance to the full extent permitted by law, on behalf of its officers, directors, employees, and agents, against any liability asserted against or incurred by any officer, director, employee or agent in such capacity, or arising out of the officer's, director's, employee's, or agent's status as such.

### **Section 4. Liability:**

No member, individual, director, or staff member of the CSDA shall be personally liable to the CSDA's creditors, or for any indebtedness or liability. Any and all creditors shall look only to the CSDA's assets for payment.

## **ARTICLE VIII – AFFILIATED CHAPTERS**

### **Section 1. Purpose:**

The purpose of affiliated chapters is to provide local forums of members for the discussion, consideration and interchange of ideas concerning matters relating to the purposes and powers of special districts and the CSDA.

The affiliated chapters may meet to discuss issues bearing upon special districts and the CSDA. The chapters may make recommendations to the CSDA's Board of Directors.

### **Section 2. Organization:**

The regular voting members of CSDA are encouraged to create and establish affiliated chapters. In order to be recognized as a CSDA Chapter, each Chapter must approve and execute a Chapter Affiliation Agreement in order to obtain the right to use the CSDA name, logo, membership mailing list, intellectual property, endorsements, and CSDA staff support and technical assistance in conducting Chapter activities. The terms and conditions of the Chapter Affiliation Agreement are incorporated herein by this reference.

Each chapter formed prior to August 1, 2011 must have at least one CSDA member in their membership at all times, [including but not limited to the following chapters](#): Alameda, Butte, Contra Costa, Kern, Marin, Monterey, Orange (ISDOC), Placer, Sacramento, San Bernardino, San Diego, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Ventura. Such existing chapters may include as members: local organizations [and businesses](#), districts and professionals who are not members of CSDA.

New chapters formed after August 1, 2011, are required to have 100 percent of their special district members [as](#) current members of CSDA in order to be a chapter affiliate of CSDA. Such chapters may include [as](#) members: local organizations/[businesses](#) and professionals who are not members of CSDA.

Affiliated chapters shall be determined upon approval and execution of the Chapter Affiliation Agreement by the chapter and approval and ratification of the Chapter Affiliation Agreement by the CSDA Board of Directors. The chapters shall be required to provide updated membership lists to the CSDA at least annually [or upon request by the President or CEO](#).

[No partnership or joint venture shall be established between](#) CSDA and its affiliated chapters by reason of the provisions of these Bylaws or the Chapter Affiliation Agreement.

### **Section 3. Rules, Regulations and Meetings:**

Each affiliated chapter shall adopt such rules and regulations, meeting place and times as the membership of such affiliated chapter may decide by majority vote. Rules and regulations of the affiliated chapter shall not be inconsistent with the Articles of Incorporation or Bylaws of CSDA.

### **Section 4. Financing of Affiliated Chapters:**

No part of CSDA's funds shall be used for the operation of the affiliate chapters. CSDA is not responsible for the debts, obligations, acts or omissions of the affiliate chapters.

### **Section 5. Legislative Program Participation:**

Affiliate chapters may function as a forum [regarding](#) federal, state and local legislative issues. The chapters may assist CSDA in the distribution of information to their members.

## **ARTICLE IX – AMENDMENTS TO THE BYLAWS**

### **Section 1. Amendment Proposals:**

Any regular voting member in good standing may propose changes to these Bylaws. The proposed amendments shall be reviewed by the Board of Directors and submitted to the Election and Bylaws Committee for their study.

After examination by the Election and Bylaws Committee and upon approval by the Board of Directors the amendment proposals may be submitted for vote at the Annual Business meeting of the members held by CSDA, at a specially called meeting, or by mail or electronic ballot.

### **Section 2. Amendment Membership Meeting:**

Prior notice in writing of the proposed amendments to these Bylaws shall be given either by first class mail or by electronic transmission by the Board of Directors to the regular voting members

in good standing, not later than 45 days in advance of the amendment meeting pursuant to the provisions of Article II, Section 6.C of these Bylaws. The electronic notice shall include copies of the proposed amendments.

Electronic copies of the proposed amendments shall also be available on the CSDA website for review by the regular voting members prior to the meeting. Copies of the proposed amendments shall also be available for the regular voting members at the amendment membership meeting.

The amendment membership meeting may be conducted as an electronic meeting pursuant to the provisions of Article II, Section 6.D of these Bylaws.

### **Section 3. Written Bylaw Amendment Ballot:**

The Board of Directors of CSDA may submit Bylaw amendments for approval of regular voting members by mail or electronic ballot rather than by means of an amendment membership meeting.

When a written ballot is used to amend these Bylaws, the ballot shall include the text of all proposed Bylaw amendments the Board of Directors intends to present for vote by the members. Such written ballot shall contain the information specified in Article II, Section 6.F of these Bylaws and shall be distributed to regular voting members either by first class mail or by electronic transmission at least 45 days in advance of the date designated for return of the ballot.

Written ballots shall be returned either by first class mail or by electronic communication to either the principal business address of CSDA or CSDA's designated electronic format specified on the ballot prior to the close of business (5:00 pm) on the designated election date. Written ballots received either by first class mail or electronic communication after the specified date shall not be counted and will be deemed invalid.

### **Section 4. Bylaw Amendment Ratification:**

#### **A. Membership Meeting:**

The proposed Bylaw amendments shall be deemed adopted by the members when the number of votes cast by regular voting members present at such membership meeting meets or exceeds the required quorum of 25 regular voting members, and the number of votes cast approving the Bylaw amendments constitutes a majority of votes cast, i.e., 50% plus one of regular voting members casting ballots at such meeting.

#### **B. Mail or Electronic Ballot:**

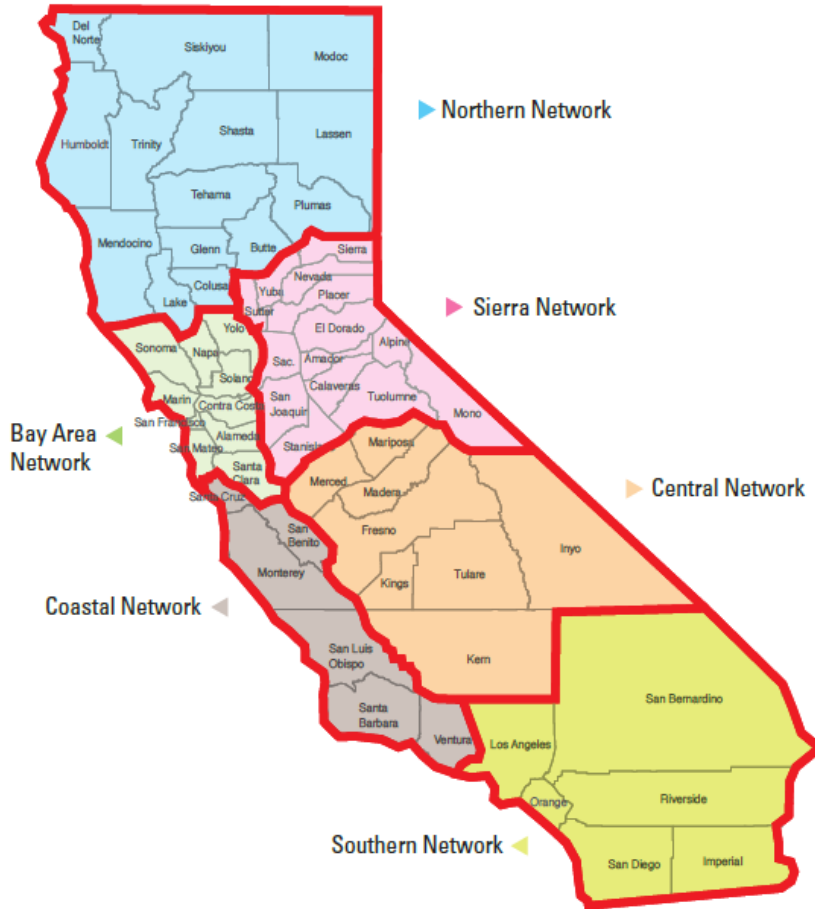
The proposed Bylaw amendment/s shall be deemed adopted by a majority of the regular voting members by mail or electronic ballot when the provisions of Article II, Section 6.H of these Bylaws have been satisfied.

**EXHIBIT A**

**Updated November 1, 2019**



California Special Districts Association  
**DISTRICT NETWORKS**







**ACTION ITEM**  
October 20, 2021

**TO:** Board of Directors

**FROM:** **Planning & Operations Committee**  
(Directors Yoo Schneider, Nederhood, Seckel)

Robert Hunter, General Manager

Staff Contact: Daniel Harrison  
Vicki Osborn

**SUBJECT: EOP Update and Resolution**

**STAFF RECOMMENDATION**

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Staff recommendation is to approve and adopt the WEROC EOP resolution.

**COMMITTEE RECOMMENDATION**

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Committee concurred with staff recommendation.

**SUMMARY**

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The WEROC Emergency Operations Plan (EOP) is a flexible, multi-hazard document that addresses Orange County Member Agencies and WEROC Emergency Operations Center (EOC) planned response and short-term recovery to extraordinary emergency/disaster situations associated with natural disasters, technological incidents, and national security emergencies.

The plan does not address normal day-to-day emergencies or the well-established and routine procedures used in coping with such emergencies. Instead, the operational concepts reflected in this plan focus on potential large-scale disasters that can generate unique situations requiring unusual responses. This plan is a preparedness document, designed to be read, understood, and exercised prior to an emergency/disaster.

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

It is designed to include WEROC as part of the Orange County Operational Area, California Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS). This plan provides basic planning information. City departments, Special Districts and private Critical Infrastructure Operators must prepare standard operating procedures and, in most cases, more detailed checklists that will describe their internal operations under emergency/disaster conditions.

## **PLANNING ASSUMPTIONS**

- Priority will be given to protecting public health; this includes restoration of fire suppression, potable water delivery, and wastewater collection.
- Allocation of water will require a public request for emergency conservation based on the circumstances of the event. It could range from 0% to 50% or more in specific areas.
- WEROC is primarily responsible for coordinating resources and establishing a central communication point for all of WEROC member agencies.
- WEROC will utilize SEMS/NIMS in emergency response operations.
- WEROC and its signatories will commit their resources to a reasonable degree before requesting mutual aid assistance.

## **PLAN PURPOSE**

This Plan determines the actions to be taken by WEROC EOC staff to reduce the loss of water and wastewater infrastructure; to respond effectively to a disaster, and to coordinate recovery operations in the aftermath of any emergency involving extensive damage to Orange County water and wastewater utilities.

## **SCOPE**

The EOP has been designed to serve the growing needs of water and wastewater utilities. The EOP must be flexible enough to use in all emergencies. This plan not only meets that need but will also improve the effectiveness and efficiency of the response and short-term recovery activities. It is intended as an overview of emergency management for the WEROC organization and is not a detailed operational document. WEROC water and wastewater utilities will be referred to as “Member Agencies” from here on out.

## **CONCEPT OF OPERATIONS**

WEROC is organized on the basis that each member agency is responsible for developing its EOP following SEMS, NIMS, and America’s Water Infrastructure Act of 2020 to meet specific emergency needs within its service area. In turn, WEROC will coordinate the exchange of resources for member agencies, and if necessary, for MET, the Orange County Operational Area, and other appropriate outside agencies. In the event of a major regional disaster, WEROC would perform but not limit itself to the following functions:

- Activate the EOC

- Notify all EOC staff
- Send a water liaison to the OA EOC and ICP (if needed)
- Assess overall condition of the water supply system, including availability, quantity, and quality of MET and member agency water supplies
- Assess overall condition of the wastewater collection systems, including operability of treatment systems
- Identify resource and coordination needs of member agencies
- Collect Initial Damage Estimate (IDE) reports
- Quantify available Mutual Aid and private resources and secure as necessary
- Request resources
- Determine optimal use of resources
- Establish response and repair priorities
- Recommend water allocation schemes, if required
- Maintain liaison with MET, OA EOC, and outside agencies
- Document all actions taken
- Prepare After Action Reports
- Implement Corrective Actions

#### **Focused Revisions of the WEROC EOP Included:**

- Elimination of automatic activation and deployment
- Updates to many sections, such as Alert and Warning
- Updates to Joint Information System (JIS) Plan
- Removal of attachments not related to EOC operations
- Addition of RRA (risk and resilience assessment), update from CPRI (critical priority risk index).
- Alignment with AWIA
- Removal of security information
- Updates of staff names and positions

#### **Plan Protection**

With a changing threat landscape nefarious actors/groups have embraced the unrestricted warfare model, critical infrastructure has become a prime target. As a result, it's important to make sure that emergency operations plans and related documents become protected critical infrastructure information. Such critical infrastructure information needs to be:

- Accessed only by authorized and properly trained individuals;
- Used for analysis of threats, vulnerabilities, and other homeland security purposes;
- Protected from disclosure under the Freedom of Information Act (FOIA) and similar State, local, tribal, or territorial disclosure laws; and
- Not used directly in civil litigation nor as the basis for regulatory action.

Since the WEROC EOP contains Continuity of Government and Operational Information, it has not been included with the P&O packet, but can be reviewed by contacting the Director of Emergency Management. WEROC member agencies has been part of the this process and have direct access to the WEROC EOP using a secured information sharing platform.

Attachment 1 – WEROC EOP Resolution  
Attachment 2 – WEROC EOP Presentation

## **BOARD OPTIONS**

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**Option #1:** To approve the WEROC EOP resolution

**Fiscal Impact:** None

**Option #2:** To not approve the WEROC EOP Resolution

**Fiscal Impact:** Potential loss of available federal and/or state government grant funded projects and training opportunities as a result of SEMS/NIMS noncompliance.

**RESOLUTION NO. XXXX**

**A RESOLUTION OF THE MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
ADOPTING THE REVISED WEROC EMERGENCY OPERATIONS PLAN**

WHEREAS, The Municipal Water District of Orange County (MWDOC) established the goal of developing and maintaining an emergency plan; and

WHEREAS, The California Code of Regulation Section 2401 has since established the Standardized Emergency Management System (SEMS), and the President of the United States in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), both of which standardize response to emergencies involving multiple jurisdictions or agencies; and

WHEREAS, Government Code Section 8607 required all political subdivisions to be in compliance with SEMS by December 1, 1996, to be eligible for reimbursement of emergency response personnel costs and now pursuant to the President's Executive Order, Homeland Security Directive (HSPD)-5, local governments are required to establish the NIMS as the standard for incident management by September 30, 2007; and

WHEREAS, with this revised emergency plan MWDOC continues to conform to State SEMS and Federal NIMS guidelines for emergency plan compliance; and

WHEREAS, MWDOC has determined that it is in the District's best interest and benefit to maintain a current emergency plan that meets emergency management best practices.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of Municipal Water District of Orange County hereby adopts the WEROC Emergency Operations Plan, dated September 2021.

Said resolution supersedes Resolution 2068, adopted on April 18, 2018, by the following roll call:

AYES:	Directors
NOES	None
ABSENT:	Directors
ABSTAIN:	None

I hereby certify the foregoing is a true and correct copy of Resolution No. \_\_\_\_ adopted by the Board of Directors of Municipal Water District of Orange County, at its meeting held on \_\_\_\_\_.

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Maribeth Goldsby, Board Secretary  
Municipal Water District of Orange County



# WEROC Emergency Operation Plan 2021 Update

## What is an EOP



**WEROC  
EMERGENCY  
OPERATIONS PLAN  
(EOP)**  
September 2021

- Assigns responsibility to organizations and individuals for carrying out specific actions at projected times and places in an emergency that exceeds the capability or routine responsibility of any one agency.
- Sets forth lines of authority and organizational relationships, and shows how all actions will be coordinated.
- Describes how people and property will be protected in emergencies and disasters.

## What is an EOP (cont.)

- Identifies personnel, equipment, facilities, supplies, and other resources available--within the jurisdiction or by agreement with other jurisdictions--for use during response and recovery operations.
- Identifies steps to address mitigation concerns during response and recovery activities.
- An EOP also cites its legal basis, states its objectives, and acknowledges assumptions.

## EOP Organization

- **Basic Plan.** The Basic Plan contains information on the overall organizational and operational concepts relative to response and recovery.
- **Appendices.** The Appendices provide supplemental reference information.
- **Hazard Specific Annexes.** Hazard Specific Annexes provide specific information and procedures for responding to hazards that may affect Orange County water utilities.

## Examples of Plan Changes

- Elimination of automatic activation and deployment
- Updates to many sections, such as Alert and Warning
- Updates to JIS plan
- Removal of attachments not related to EOC operations
- Addition of RRA (risk and resilience assessment), update from CPRI (critical priority risk index).
- Alignment with AWIA
- Removal of security information
- Updates of staff names and positions

## Plan Protection

- Accessed only by authorized and properly trained individuals;
- Used for analysis of threats, vulnerabilities, and other homeland security purposes;
- Protected from disclosure under the Freedom of Information Act (FOIA) and similar State, local, tribal, or territorial disclosure laws; and
- Not used directly in civil litigation nor as the basis for regulatory action.



Thank you for attending today  
Any Questions?



# GENERAL MANAGER'S REPORT OF STAFF ACTIVITIES OCTOBER 2021

<b>MWDOC Agencies Managers Meeting</b>	<p>MWDOC held its Member Agency Managers' meeting at its office in Fountain Valley on Thursday, September 16, 2021.</p> <p><b>In attendance were:</b> M. McGee – Buena Park, D. Youngblood – EOCWD, D. Cafferty – ETWD, M. Dunbar – Emerald Bay SD, M. Sprague &amp; H. Lee – Fountain Valley, C. Pasillas – Garden Grove, K. Vecchiarelli – Golden State WC, A. Papa – Huntington Beach, P. Cook &amp; P. Weghorst – IRWD, K. Van Der Maaten – Laguna Beach CWD, J. Chavira – La Palma, M. Khalifa &amp; S. Taylor – Mesa WD, J. Lopez, L. Rocha, K. Young &amp; M. Collings – Moulton Niguel WD, M. Vukojevic – Newport Beach, M. Markus &amp; K. O'Toole – Orange County WD, J. Diaz – Orange, D. Rebensdorf – San Clemente, D. Feron – Santa Margarita WD, J. Vilander – Serrano WD, G. Pennington, C. Newton, T. Kjolsing &amp; R. Shintaku – South Coast WD, F. Paludi – Trabuco Canyon WD, M. Grisso – Tustin, S. Miller – Westminster, D. Davert – Yorba Linda WD</p> <p><b>Staff in attendance were:</b> R. Hunter, H. De La Torre, A. Heide, C. Lingad, C. Busslinger, V. Osborn, M. Baum-Haley, J. Berg, K. Hostert, R. Waite, H. Baez, T. Baca, D. Harrison</p> <p><b>General Meeting Information/Discussion Items:</b></p> <ul style="list-style-type: none"> <li>• MWDOC Draft Agendas</li> <li>• MWDOC's Role and Mission: Status Update</li> <li>• MET Rate Refinement: Demand Management Funding Mechanism )</li> <li>• Annual Update to Legislative Policy Principles</li> <li>• Reliably Study Update</li> <li>• Dedicated Irrigation Meter Area Measurement Project</li> <li>• Drought Update</li> </ul> <p><b>Announcements:</b></p> <ul style="list-style-type: none"> <li>• Water Policy Dinner .....September 30, 2021</li> </ul> <p>The next meeting will tentatively be held on October 21, 2021.</p>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• MWDOC staff and ABS Consulting, IDS Group, and Optima RPM participated in several construction progress meetings in September regarding the admin building seismic retrofit and remodel. Weekly progress meetings will continue through the completion of the project.</li> <li>• Charles Busslinger and Chris Lingad attended a meeting with the City of Newport Beach and MET on September 2, 2021, to discuss the traffic control plan for the upcoming Orange County Feeder Shutdown.</li> <li>• Charles Busslinger and Chris Lingad attended a meeting with Ed Means and MET on September 9, 2021, to discuss the EOCF#2 Emergency Pilot Project.</li> </ul>

<b>Meetings - continued</b>	<ul style="list-style-type: none"> <li>• Charles Busslinger attended the August 16, 2021, Santiago Aqueduct Commission quarterly meeting.</li> <li>• Charles Busslinger met with El Toro WD staff on August 15, 17, 20, and 22, 2021, to discuss the El Toro Filter Plant Site/South Emergency Operations Center design and geotechnical services proposal and cost-share agreement.</li> <li>• Charles Busslinger met with Dan Rodrigo on August 22, 2021, to review the Reliability Study Update.</li> <li>• Charles Busslinger and Chris Lingad met with Wallace Walrod and CSUF staff on September 23, 2021, to discuss the progress of the business survey for the Economic Benefits Studies.</li> </ul>
<b>ENGINEERING &amp; PLANNING</b>	
<b>Economic Benefit Studies and Modeling Work to Quantify the Benefits of Local Projects in the Context of MET's 2020 Integrated Resources Plan (IRP)</b>	<p>MWDOC staff continues working with the Brattle Group and CDM Smith on the Economic Benefits Studies and modeling work.</p> <p>Wallace Walrod, the economist for Orange County Business Council and sub-consultant for the Brattle Group, is leading the business survey portion of the economic benefit studies. The business survey instrument has been completed. Cal State University, Fullerton's Social Science Research Center (CSUF)'s Institutional Review Board has reviewed and approved the survey. CSUF is currently conducting the business survey.</p> <p>The current schedule anticipates completing the survey of 400 Orange County businesses by October 2021 and completing the economic studies report by November 2021.</p>
<b>OC-70 Meter Testing Update</b>	<p>MWDOC staff continues to work with staff from MET and EOCWD on finalizing the investigation of the accuracy of the billing meter at Service Connection OC-70.</p> <p>MET provided a summary presentation of the OC-70 meter accuracy results to MWDOC and EOCWD on August 9, 2021, where MET reported that the OC-70 service connection meter is over registering by 5%. MET confirmed that reimbursement is due to MWDOC and EOCWD but has been unable to identify the exact source of the error. MET will continue to investigate the source of the error and, when operational feasible for EOCWD, will shut down OC-70 to do an internal 3D scan of the inside dimensions of the venturi meter as one final possible source of the error.</p> <p>On September 15, 2021, MET staff reconfigured and calibrated the OC-70 meter by offsetting the meter output by 5.2%. This error correction will apply to all meter reads moving forward.</p> <p>MET is currently working on a final report of the meter error and the proposed retroactive billing adjustment. Once the final report is received, MWDOC will work with EOCWD to review MET's proposed adjustment and work with MET staff to bring the final adjustment to the MET Board to bring the issue to closure.</p>

<b>Reliability Study Update</b>	Staff is working with CDM Smith on an update to the reliability study. The update will look at five scenarios that include recent information, including uncertainty about the Delta Conveyance Project and more recent Climate Change impact information. The update will incorporate the latest demand forecasts from the 2020 Urban Water Management Planning efforts, update project cost information, and include updated information from MET's 2020 IRP process. Staff anticipates the update to be completed in early December 2021. Staff will then bring the study results to the Board for discussion.
<b>Doheny Ocean Desalination Project</b>	<p>South Coast Water District (SCWD) continues to develop the Doheny Ocean Desalination Project. SCWD is currently working through multiple due diligence items to move the project forward, including; permitting, plant sizing and siting, financing, and project delivery method. SCWD anticipates having all necessary permits by the end of the 1st Quarter of 2022 and estimates an online date of early 2026 if approved by the SCWD Board.</p> <p>On July 22, 2021, SCWD conducted its 7<sup>th</sup> workshop on the SCWD Integrated Water Resources Plan (IWRP). Included in that plan was the consideration of a strategy for various options for the Doheny Ocean Desalination Project. The SCWD Board approved an adaptive management strategy that includes efforts to secure partners for a 5 MGD Doheny Ocean Desalination Project. If SCWD is unsuccessful in securing partners, SCWD will proceed with the construction of a smaller 2 MGD project that does not have future expansion capabilities.</p> <p>SCWD held a Special Board Meeting on September 2, 2021, to discuss the financial implications of the project. Clean Energy Capital (CEC) presented a water cost analysis for the project where CEC presented cost projections for a 2 MGD project with an estimated 1<sup>st</sup>-year water cost of \$1,928/AF in 2021\$, and a 5 MGD project with an estimated 1<sup>st</sup>-year water cost of \$1,479/AF in 2021\$. The SCWD Board actions included accepting the water cost analysis; initiating a Public Outreach Program supporting the implementation of the project; re-engaging with task-related consultants for the development of necessary contract activities; and authorizing the SCWD General Manager to develop a partnership education plan to pursue and secure partnerships with local agencies to realize the cost savings a 5 MGD project provides.</p>
<b>Strand Ranch Project</b>	IRWD presented the Strand Ranch project at the July MWDOC Agencies Managers Meeting. A follow-up meeting was held on August 30, 2021, to provide more information to interested agencies.
<b>Poseidon Resources Huntington Beach Ocean Desalination Project</b>	On April 29, 2021, the Santa Ana Regional Water Quality Control Board (SARWQCB) conditionally renewed Poseidon's permit governing the seawater intake and waste discharges. The SARWQCB order requires Poseidon to minimize negative impacts on marine life by directing them to undertake a series of mitigation measures and prohibiting the intake of seawater and the discharge of concentrated brine until certain conditions are met.

<b>Poseidon Resources Huntington Beach Ocean Desalination Project – continued</b>	<p>To comply with the plan's requirements, Poseidon agreed to install fine mesh, wedge wire screens on the plant's intake pipe and affix a diffuser to its discharge structure to reduce marine mortality and impacts of the brine effluent to the ocean. Poseidon also agreed to expand its mitigation plans at the Bolsa Chica Wetlands to achieve 59.2 acres of mitigation credit and create an artificial reef offshore of Palos Verdes to restore the rocky reef habitat buried by recent landslides for an additional 41.3 acres of mitigation credits.</p> <p>To incentivize Poseidon to implement the mitigation measures as quickly as possible, the order prohibits the facility from intaking seawater and discharging return water into the ocean until they have completed several permit requirements to the satisfaction of the SARWQCB, including; developing cost estimates, timeline estimates, and completing 60 percent design plans for the mitigation projects.</p> <p>The next step for Poseidon includes seeking permits from the California Coastal Commission (CCC), which is anticipated to occur during the first quarter of 2022.</p>
<b>Shutdowns</b>	<p><b>Orange County Feeder</b></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.</p> <p>MET has further delayed the relining project and has proposed new shutdown dates of September 15, 2022, through June 15, 2023.</p> <p><b>Orange County Feeder Extension</b></p> <p>MET plans to reline 300-linear feet of the OC Feeder extension affecting the City of Newport Beach, IRWD, and LBCWD. MWDOC and the City are meeting with MET staff to review details of the Traffic Control Plan.</p> <p>MET has delayed the relining project by one year and has proposed new shutdown dates of June 16, 2023, through July 10, 2023.</p> <p><b>Orange County Reservoir (OC Feeder)</b></p> <p>MET plans to decommission the Orange County Reservoir from November 1, 2021, through November 6, 2021. This work will affect the cities of Brea and La Habra.</p> <p><b>Lake Mathews Facility Shutdown</b></p> <p>MET is planning rehabilitation work on Lake Mathews facilities from March 1, 2022, through March 10, 2022. Work on Lake Mathews will affect untreated downstream lines. During the shutdown, the following agencies will be affected: OCWD, YLWD, Serrano WD, IRWD, TCWD, ETWD, SMWD, MNWD, and the City of San Clemente.</p> <p><b>Allen-McColloch Pipeline</b></p> <p>MET has completed 50% of the preliminary design of the AMP PCCP rehabilitation and is expected to be complete with the design by 2023. Preliminary design work currently underway includes identifying priority reaches, developing access locations, conducting geotechnical assessments, modeling a surge analysis, conducting real property assessments, identifying permitting requirements, and developing a feeder isolation plan. A draft project schedule will be developed at the</p>

<b>Shutdowns – continued</b>	<p>completion of the preliminary design. Rehabilitation of individual reaches will be based on the ongoing condition assessments, priorities, and shutdown schedules.</p> <p>In the coming months, staff will be setting up a working group with MET and the impacted AMP agencies to coordinate shutdown planning for the 8 miles of AMP pipe that will need to be relined.</p>
<h2 style="margin: 0;">MET ITEMS CRITICAL TO ORANGE COUNTY</h2>	
<b>MET Finance and Rate Issues</b>	<p><b><u>Current Update</u></b></p> <p>Year-to-date water transactions through July 2021 were 1.57 MAF, which was 30 TAF lower than the budget of 1.60 MAF. Year-to-date water transactions through July 2021 were \$1,418.5 million, which was \$26.0 million lower than the budget of \$1,444.5 million.</p> <p>Expenditures were under budget by \$202.2 million, driven primarily by the low State Water Contract on-aqueduct power costs due to the low Table A allocation (20 percent in 2020 and 5 percent in 2021) and \$62 million in lower O&amp;M expenditures. Demand Management also came in lower due to reductions in advertising per board direction in response to COVID-19. Additionally, due to favorable market conditions and Metropolitan's strong financial position, Metropolitan refinanced approximately \$478.9 million in debt, remarketed \$1.06 billion of variable-rate bonds, and issued \$207.4 million of new money debt at pricing levels lower than expected or budgeted, saving \$13 million in debt service costs for FY 2020/21.</p> <p>As of June 30, 2021, the balance in unrestricted reserves held in the Water Rate Stabilization Fund and the Revenue Remainder Fund was \$595 million on a modified accrual basis. The unrestricted reserves balance was \$146.9 million higher than the beginning of the budget period. These reserves are \$331 million over the minimum reserves level and \$47 million below the target reserves level.</p> <p><b><u>Mid-cycle Biennial Budget Review</u></b></p> <p>For the second year of the budget, there is a high probability that water demands on Metropolitan will be below the budgeted 1.6 MAF, reducing revenues and potentially reducing the reserves. When combined with potential unbudgeted expenses for dry-year transfers, increased demand management funding, operational impacts due to ongoing dry conditions, and increased power costs due to the drought's impacts on the electric market, many things could cause a draw on reserves in the second budget year. Current projections for 2021 call on a nearly 700,000 AF draw on storage by Metropolitan. Replenishing storage will come at a considerable cost. At a conservative cost of \$200 per AF, it would cost \$140 million in power cost just to move the water into the service area.</p> <p>Unrestricted reserves provide a buffer against rate spikes resulting from lower water sales but, in practice, also provide a funding source for unforeseen expenditures. The reserves help to provide stable and predictable water rates while minimizing emergency rate increases. As of June 30, 2021, the balance in unrestricted reserves</p>

<b>MET Finance and Rate Issues – continued</b>	<p>held in the Water Rate Stabilization Fund and the Revenue Remainder Fund was \$595 million on a modified accrual basis. The unrestricted reserves balance was \$146.9 million higher than the beginning of the budget period. These reserves are \$331 million over the minimum reserves level and \$47 million below the target reserves level.</p> <p><b><u>Items that May Impact the Next Biennial Budget, FY 2022/23 and FY 2023/24</u></b></p> <p>Metropolitan will begin work on its next biennial budget in the fall, covering FY 2022/23 and FY 2023/24, and rates and charges effective January 1, 2023, and January 1, 2024. Significant issues to consider for the next biennial budget include:</p> <ul style="list-style-type: none"> <li>• <b><u>Lower Water Transactions:</u></b> Metropolitan's fiscal year average water transactions over the last twenty years is about 1.9 MAF. However, the average over the last five fiscal years (FY 2015/16 thru FY 2020/21) is about 1.5 MAF. Changing demographics, demand management, and improved hydrologic conditions from FY 2016/17 through FY 2018/19 have contributed to Metropolitan's lower water transactions. While hydrologic conditions are unpredictable and cycles of low sales are expected, it may be that Metropolitan is moving to a new lower level of average water transactions. The current ten-year forecast assumes fiscal year transactions of 1.6 MAF to 1.75 MAF from FY 2021/22 through FY 2029/30. Metropolitan will evaluate whether to lower budgeted water transactions for the next budget and the ten-year forecasts.</li> <li>• <b><u>Higher Costs due to Drought:</u></b> Water Year 2022 will start with a 0 percent SWP Table A allocation, and the Colorado River will have the first-ever declared allocation. There may be a need to take unbudgeted actions to continue to provide reliable water service to our member agencies, especially to meet the needs of the service areas in the distribution system where Metropolitan uses SWP water primarily to meet demands. Additionally, based on the current electric market, a prolonged drought will increase electricity prices.</li> <li>• <b><u>Demand Management Cost Recovery:</u></b> Metropolitan's demand management programs are currently projected to run out of funding in FY 2022/23. As such, the Board must establish a new demand management rate, charge, or other revenue collection mechanism that goes into effect no later than CY 2023 to ensure continued funding of demand management.</li> <li>• <b><u>Cost of Resiliency Projects:</u></b> Currently, only planning dollars are included for the Regional Recycled Water Project and Delta Conveyance Project. Inclusion of the full construction costs for either would necessitate additional rate increases above the current ten-year forecast.</li> </ul> <p>The development of the next biennial budget is underway. In February 2022, the Board will be presented with a proposed biennial budget and revenue requirements for FY 2022/23 and 2023/24; proposed water rates and charges for calendar years 2023 and 2024; and an updated 10-year forecast.</p> <p><b><u>Demand Management Cost Recovery Alternatives</u></b></p> <p>Metropolitan's demand management program consists of the Conservation program,</p>
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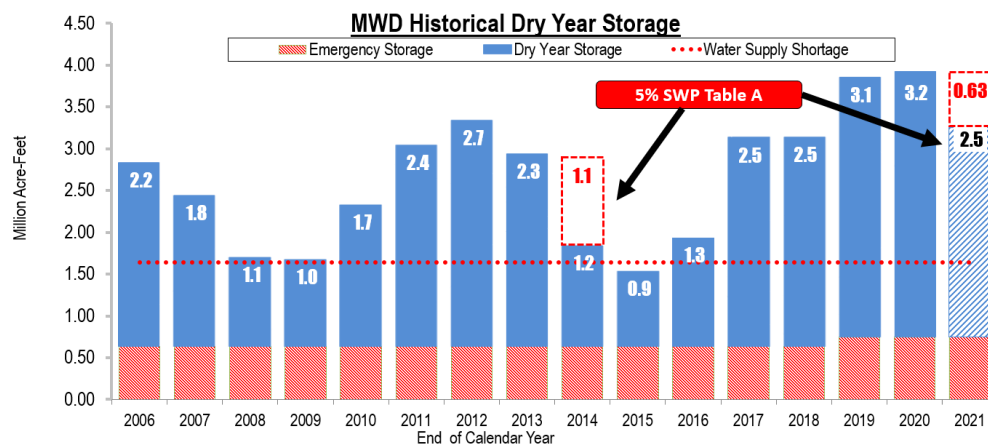
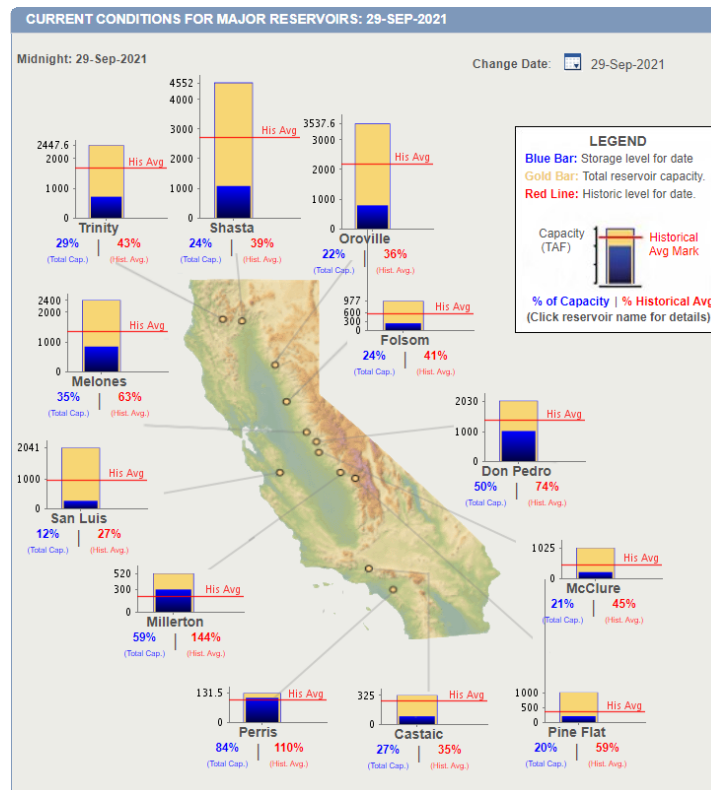
<b>MET Finance and Rate Issues – continued</b>	<p>the Local Resources Program (LRP), and the Future Supply Actions program. For the past five years, the total annual demand management revenue requirement budget has been \$96 million on average, made up of approximately \$34 million for conservation, \$38 million for LRP, \$2 million for Future Supply Actions, and \$23 million for departmental operations &amp; maintenance (O&amp;M) net of interest income. The Ten-year forecast in the current biennial budget projects those costs to increase to \$151 million by fiscal year (FY) 2030/31, which does not include the potential increase in conservation due to the present drought emergency. While the Board has the discretion to increase or decrease the budget for conservation (except any contractual commitments), Future Supply Actions, and planned LRP that are not yet approved, Metropolitan has a nondiscretionary obligation to pay on LRP agreements already under contract.</p> <p>Due to litigation on the Water Stewardship Rate in 2018, Metropolitan retained consultants to put together a cost allocation study for demand management costs. The study culminated in demand management rate alternatives for the Board to consider in December of 2019. At that time, the Board directed Metropolitan staff to the Water Stewardship Fund reserves to fund demand management costs for FY2020/21 and FY2021/22. Additionally, the Metropolitan Board directed Metropolitan staff to work with the member agency managers in a rate refinement process to address the issues related to budget and rates to have a rate in place for CY2023.</p> <p>The June 30, 2021, Water Stewardship Fund balance was \$125 million. The \$74 million estimated under-collection will come from the Water Stewardship Fund balance for the second year of the current biennial budget period. It is projected that at the end of the current biennial budget period (end of FY 2021/22), the Water Stewardship Fund balance will be only \$50 million, which is expected to be depleted by mid-FY 2022/23.</p> <p>Metropolitan's robust demand management programs have been enormously successful and have helped build Southern California's current high degree of water reliability and resilience. Additionally, the successful implementation of demand management has been cost-effective and reduced the need for Metropolitan to spend on more costly infrastructure and supplemental water resources. To continue these successful programs will require the adoption of a funding mechanism before the existing funding runs out in FY 2022/23. Metropolitan Board is expected to provide direction on the demand management cost recovery options by November 2021 for approval to incorporate into the FY 2022/23 and FY 2023/24 Budget and Cost of Service analysis.</p>
<b>MET Review of Equal Employment Opportunity Policies and Practices</b>	<p>RECENT ACTIVITY</p> <p>In December 2020, the Shaw Law Group (Firm) began a board-directed independent review of allegations of systemic Equal Employment Opportunity-related discrimination, harassment, and retaliation, and related concerns. In July 2021, the Firm presented its observations and recommendations during a special meeting of the Organization, Personnel, and Technology (OP&amp;T) Committee. This agenda item allows directors to discuss the Firm's recommendations, adopt the Firm's recommendations as proposed or with modifications, and direct Metropolitan staff to implement any recommendations accepted by the Board.</p>



<b>MET Review of Equal Employment Opportunity Policies and Practices – continued</b>	On September 13, the Metropolitan Board was updated on the implementation program development. The Metropolitan General Manager is establishing a Joint Labor-Management Advisory Committee, which the EEO Officer will lead to making the implementation recommendations. Recommendations from the Firm have been broken down between the General Manager (26), the Legal and Ethics Departments (5), Joint Labor-Management Advisory Committee (9), and the Board of Directors (7). The General Manager and departments are actively working on recommendations from the Shaw Report. They are in the process of being implemented where the General Manager has the authority to do so.
<b>MET Integrated Resources Plan Update</b>	The Integrated Water Resources Plan (IRP) Committee meeting was held on September 28.
<b>MET's Water Supply Conditions</b>	<p>The 2020-21 Water Year (2020-21 WY) officially ended on September 30, 2021. Northern California accumulated precipitation (8-Station Index) reported <b>23.8 inches or 48% of normal</b> as of September 27th. For 2020-21 WY, the Northern Sierra Snow Water Equivalent peaked at <b>20.2 inches on March 24th</b>, which is <b>71% of normal</b> for that day. Due to the below-average precipitation/snowfall in 2020-21 WY, the Department of Water Resources (DWR) has set the State Water Project (SWP) <b>"Table A" allocation at 5%</b>. This allocation provides Metropolitan with approximately <b>96,575 AF in SWP deliveries this water year</b>. DWR's SWP Allocation considers several factors, including existing storage in SWP, conservation reservoirs, SWP operational, regulatory constraints, and the 2021 contractor demands. A Table A allocation of 5% is tied for the lowest allocation dating back to 1968. The last time DWR had a Table A Allocation of 5% was in 2014.</p> <p>The snowpack is measured across four states in the Upper Colorado River Basin on the Colorado River system. The Upper Colorado River Basin accumulated precipitation is reporting 24.8 inches or 80% of normal as of September 27th. The Upper Colorado River Basin Snow Water Equivalent reported <b>16.4 inches as of April 1st</b>, which is <b>86% of normal</b> for that day. Due to the below-average precipitation/snowfall in 2020-21 WY, the United States Bureau of Reclamation <b><u>declared a shortage at Lake Mead starting January 1<sup>st</sup>, 2022</u></b>. There is and a 97% chance of shortage continuing in 2023.</p> <p>As of September 29th, Lake Oroville storage is at <b>22% of total capacity and 36% of normal</b>. As of September 29th, San Luis Reservoir has a current volume of <b>12% of the reservoir's total capacity and is 27% of normal</b>.</p> <p>With estimated total demands and losses of 1.79 million acre-feet (MAF) and a 5% SWP Table A Allocation, Metropolitan is projecting that demands will exceed supply levels in Calendar Year (CY) 2021. Based on this, the estimated total dry-year storage for Metropolitan at the end of <b>CY 2021 will go down to approximately 2.5 MAF</b>.</p> <p>A projected dry-year storage supply of <b>2.5 MAF will be the fourth-highest amount for Metropolitan, a very impressive accomplishment given that the last two years have been exceptionally dry in Northern California</b>. A large factor in maintaining</p>

## MET's Water Supply Conditions – continued

a high water storage level is lower than expected water demands. We are seeing regional water demands reaching a 38-year low.



<b>MET's Water Supply Conditions – continued</b>	<p style="text-align: center;"><b>SWP Historical Annual Table A Allocation</b></p> <table border="1"> <caption>SWP Historical Annual Table A Allocation Data (Estimated %)</caption> <thead> <tr> <th>Year</th> <th>Allocation %</th> </tr> </thead> <tbody> <tr><td>1968</td><td>100</td></tr> <tr><td>1969</td><td>100</td></tr> <tr><td>1970</td><td>100</td></tr> <tr><td>1971</td><td>100</td></tr> <tr><td>1972</td><td>100</td></tr> <tr><td>1973</td><td>100</td></tr> <tr><td>1974</td><td>100</td></tr> <tr><td>1975</td><td>100</td></tr> <tr><td>1976</td><td>100</td></tr> <tr><td>1977</td><td>35</td></tr> <tr><td>1978</td><td>35</td></tr> <tr><td>1979</td><td>100</td></tr> <tr><td>1980</td><td>100</td></tr> <tr><td>1981</td><td>100</td></tr> <tr><td>1982</td><td>100</td></tr> <tr><td>1983</td><td>100</td></tr> <tr><td>1984</td><td>100</td></tr> <tr><td>1985</td><td>100</td></tr> <tr><td>1986</td><td>100</td></tr> <tr><td>1987</td><td>100</td></tr> <tr><td>1988</td><td>100</td></tr> <tr><td>1989</td><td>100</td></tr> <tr><td>1990</td><td>100</td></tr> <tr><td>1991</td><td>30</td></tr> <tr><td>1992</td><td>45</td></tr> <tr><td>1993</td><td>100</td></tr> <tr><td>1994</td><td>50</td></tr> <tr><td>1995</td><td>100</td></tr> <tr><td>1996</td><td>100</td></tr> <tr><td>1997</td><td>100</td></tr> <tr><td>1998</td><td>100</td></tr> <tr><td>1999</td><td>100</td></tr> <tr><td>2000</td><td>90</td></tr> <tr><td>2001</td><td>40</td></tr> <tr><td>2002</td><td>70</td></tr> <tr><td>2003</td><td>90</td></tr> <tr><td>2004</td><td>65</td></tr> <tr><td>2005</td><td>90</td></tr> <tr><td>2006</td><td>100</td></tr> <tr><td>2007</td><td>60</td></tr> <tr><td>2008</td><td>35</td></tr> <tr><td>2009</td><td>40</td></tr> <tr><td>2010</td><td>50</td></tr> <tr><td>2011</td><td>80</td></tr> <tr><td>2012</td><td>65</td></tr> <tr><td>2013</td><td>35</td></tr> <tr><td>2014</td><td>10</td></tr> <tr><td>2015</td><td>10</td></tr> <tr><td>2016</td><td>60</td></tr> <tr><td>2017</td><td>85</td></tr> <tr><td>2018</td><td>35</td></tr> <tr><td>2019</td><td>75</td></tr> <tr><td>2020</td><td>20</td></tr> <tr><td>2021</td><td>20</td></tr> </tbody> </table>	Year	Allocation %	1968	100	1969	100	1970	100	1971	100	1972	100	1973	100	1974	100	1975	100	1976	100	1977	35	1978	35	1979	100	1980	100	1981	100	1982	100	1983	100	1984	100	1985	100	1986	100	1987	100	1988	100	1989	100	1990	100	1991	30	1992	45	1993	100	1994	50	1995	100	1996	100	1997	100	1998	100	1999	100	2000	90	2001	40	2002	70	2003	90	2004	65	2005	90	2006	100	2007	60	2008	35	2009	40	2010	50	2011	80	2012	65	2013	35	2014	10	2015	10	2016	60	2017	85	2018	35	2019	75	2020	20	2021	20
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<b>Colorado River Issues</b>	<p><b><u>Lower Basin Shortage Declaration Announced</u></b></p> <p>Due to the forecast of Lake Mead falling below elevation 1,075 feet at the end of the calendar year, the U.S. Bureau of Reclamation (Reclamation) announced the first Shortage Declaration for the Lower Basin when the August 24-Month Study was issued on August 16. The Shortage Declaration will trigger reductions in the amount of water that may be diverted by Arizona and Nevada. The Shortage Declaration will also trigger water savings contributions pursuant to Minute 323. The forecasted end-of-year elevation of Lake Mead is 1,068 feet; at this level, California is not required to make any Lake Mead contributions and will not be required to do so until the elevation falls below 1,045 feet. Also, per the terms of the Drought Contingency Plan, Metropolitan will be able to take delivery of Intentionally Created Surplus in 2022, if needed to fill the Colorado River Aqueduct.</p> <p><b><u>Palo Verde Irrigation District (PVID) System Conservation Agreement</u></b></p> <p>Metropolitan, Southern Nevada Water Authority, Central Arizona Water Conservation District, and Reclamation finalized an agreement to fund land following programs and forebear up to nearly 180,000 acre-feet of conserved Colorado River water generated by the program to add system water to Lake Mead. Metropolitan's funding share represents one-sixth of the total amount provided by the funding agencies. Reclamation will apply its 50 percent share towards meeting the Secretary of the Department of the Interior's commitment to annually create or conserve at least 100,000 acre-feet of System Conservation Water pursuant to a term in the Lower Basin Drought Contingency Plan. The water would be conserved through additional following that is not needed for Metropolitan's use under the Palo Verde Irrigation District/Metropolitan Forebearance and Following Program. Metropolitan and other Colorado River water users will benefit from the improved storage in Lake Mead, reducing the risk of future water curtailments.</p> <p>To implement the program, Metropolitan has made a voluntary following call for the upcoming contract year (August 1, 2021 – July 31, 2022) of 75 percent of the maximum following level under the contract, and farmers may begin following at any time from August 1 through January 1, 2022. Land owned by Metropolitan will also participate in the program. As of August 1, the average following level under</p>																																																																																																														

<b>Colorado River Issues – continued</b>	<p>the voluntary program is 58 percent of the maximum call. That number will likely increase as more farmers roll into the program throughout the fall season.</p> <p><b><u>PVID/Metropolitan Property Utilization Committee Meets</u></b></p> <p>On August 27, the Property Utilization Committee (PUC) met in Palm Desert to discuss Metropolitan-owned land management in the Palo Verde Valley. The PUC is made up of three board members, each from PVID and Metropolitan, and was formed in 2001 following Metropolitan's purchase of land in the Palo Verde Valley. The PUC's purpose is to provide input to Metropolitan on how it manages its Palo Verde-owned lands to benefit the Palo Verde Valley regions. The PUC tasked staff from both agencies to explore new collaborative efforts that could be taken by PVID and Metropolitan to benefit the region and the community that resides in it. The next meeting to discuss these efforts is scheduled for December of this year.</p>
<b>Delta Conveyance Activities and State Water Project Issues</b>	<p><b><u>Delta Conveyance</u></b></p> <p>The California Department of Water Resources (DWR) continues to develop an Environmental Impact Report (EIR) under the California Environmental Quality Act. DWR conducted the second of four technical webinars to inform the public and interested stakeholders about the current progress related to preparing the Draft EIR. The second webinar was presented on August 3 and focused on fishery resources. More information regarding the webinars is available on DWR's website: <a href="https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Delta-Conveyance/Public-Information/DCP_EJSurvey-Report-5-28-2021_Final_508.pdf">https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Delta-Conveyance/Public-Information/DCP_EJSurvey-Report-5-28-2021_Final_508.pdf</a>.</p> <p><b><u>Sites Reservoir</u></b></p> <p>In their August meetings, the Sites Project Authority Board (Authority Board) and the Sites Reservoir Committee (Reservoir Committee) accepted the Financial Auditor's Report, which found no significant or reportable findings. The anticipated August release of the Amended Draft EIR/Supplemental Draft Environmental Impact Statement is expected to be behind schedule due to additional review of the Aquatic Biological Resources chapter by the U.S. Bureau of Reclamation (Reclamation) and the California Department of Fish &amp; Wildlife (CDFW). These efforts are expected to be completed in the coming weeks.</p> <p><b><u>Regulatory Activities</u></b></p> <p>Metropolitan Staff continued to participate in the collaborative groups called for in the 2019 Biological Opinions (BiOp) for the State Water Project (SWP) and Central Valley Project (CVP), and in the 2020 Incidental Take Permit (ITP) for Long-Term Operation of the SWP, to address science needs and inform management and operation of the water projects. In August, Metropolitan continued work with state and federal agencies to develop a Juvenile Production Estimate (JPE) for Spring-run Chinook salmon as a condition as required by the ITP. The group finalized the problem statement, which is: "What is the best way to estimate juvenile production of spring-run chinook that supports different management needs (primarily measuring and managing take of spring-run) and permit requirements?" Current efforts are focused on developing objectives and performance metrics by having focused discussions on priorities for the group (e.g., costs, minimizing impacts to water project operation, minimizing loss of fish when operating monitoring equipment) and specific metrics that can be used consistently to estimate and report the anticipated consequences of different monitoring alternatives to develop a JPE.</p>

<b>Delta Conveyance Activities and State Water Project Issues – continued</b>	<p>Metropolitan staff also worked with state and federal agencies to develop a monitoring program for steelhead as a condition of the 2019 BiOp on Long-Term Operation of the CVP and SWP. The monitoring plan would encompass steelhead populations within the San Joaquin Basin and/or the San Joaquin River downstream of the confluence of the Stanislaus River, including steelhead and rainbow trout on non-project San Joaquin tributaries. The group is drafting an outline for the monitoring plan, discussing the spatial and temporal scope the plan will cover, and identifying required management actions that need to be monitored.</p> <p>The U.S. Fish and Wildlife Service (USFWS) is currently conducting a Species Status Assessment (SSA) for the San Francisco Bay-Delta Distinct Population Segment (DPS) of the longfin smelt, which will help inform their decision-making process under the Endangered Species Act. To support the SSA, USFWS held a workshop on August 27 to focus on new emerging longfin smelt science, address areas of scientific uncertainty, and foster expert elicitation that will help the USFWS and the CDFW complete the SSA with the most current scientific data and information. Metropolitan staff participated in the workshop and provided input on Metropolitan's longfin smelt research that can be integrated into the SSA.</p> <p><b><u>Science Activities</u></b></p> <p>A recent publication in the San Francisco Estuary and Watershed Science journal, titled "Use of the SmeltCam as an Efficient Fish-Sampling Alternative within the San Francisco Estuary," reported on a study funded by Metropolitan and other partners to evaluate the efficiency of a new fish sampling device. The SmeltCam is an imaging apparatus developed as a potential sampling alternative to long-term trawling gear surveys within the San Francisco Estuary to reduce handling stress on sensitive species like the Delta smelt. Researchers with the U.S. Geological Survey tested the efficiency of the SmeltCam by conducting trawls for Northern Anchovy as a surrogate for Delta smelt. They found that the SmeltCam had greater retention than traditional trawls and that turbidity did not affect the SmeltCam's retention efficiency.</p> <p>In the Frontiers for Young Minds journal, Metropolitan staff co-authored a paper with UC Davis researchers titled "Toxic Meals for Seabirds and Seals: Monitoring Mercury in the San Francisco Bay" <a href="https://kids.frontiersin.org/articles/10.3389/frym.2021.611288">https://kids.frontiersin.org/articles/10.3389/frym.2021.611288</a>. The article targets elementary to high school level readers and explores the risks of mercury to aquatic life in the San Francisco Estuary and humans.</p> <p>Metropolitan staff continued efforts to develop studies to assist in preserving Delta smelt and evaluating existing ponds on Metropolitan's Delta Island properties to assess the suitability of the ponds for Delta smelt research. Development of studies on Metropolitan's Delta Islands has received positive technical feedback from state and federal agencies involved in the Supplementation of Delta smelt. Board approval was directed to implement surveys to determine the suitability of conducting those studies on the Metropolitan Delta Islands. Metropolitan staff also participated in a tour of Bouldin Island with Reclamation staff to discuss potential collaboration regarding Delta smelt supplementation, waterfowl, and salmon habitat.</p>
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<b>Delta Conveyance Activities and State Water Project Issues – continued</b>	<p>Metropolitan Staff also continued participating in the Collaborative Science and Adaptive Management Program (CSAMP), including participation on the Collaborative Adaptive Management Team (CAMT). At the August 17 meeting, CAMT discussions included a progress update on the Delta smelt Structured Decision-Making project, which included discussion of the pre-feasibility analysis of potential Delta smelt management actions and identification of actions to carry forward to the next step to evaluate estimated effects of the actions. CAMT also received a progress report on the CDFW Fish Monitoring Survey Re-Design project. This project includes the evaluation of five long-term CDFW pelagic fish monitoring studies conducted in the Bay Delta. The objective of the project is to improve utility and efficiency and reduce redundancy of the monitoring surveys. The Design Team conducting the evaluation integrated the datasets for the five monitoring studies and is in the process of analyzing catch efficiency, survey designs, and regional abundance calculations. The Design Team also developed three pilot study options to evaluate and modify sampling approaches for the 2021/22 Fall Midwater Trawl Survey. Metropolitan staff is reviewing the Design Team progress report and coordinating with other water agencies to develop comments.</p>
<h2 style="text-align: center;">EMERGENCY PREPAREDNESS</h2>	
<b>COVID-19 (CORONA VIRUS) Coordination</b>	<ul style="list-style-type: none"> <li>• WEROC continues to monitor the CDC, State, and County for changing information and is sharing information with agencies.</li> <li>• WEROC continues to support agencies with COVID-19 related questions and guidance needs.</li> <li>• At the time of this report, the OC Health Care Agency (HCA) continues to encourage vaccinations among unvaccinated Orange County residents as the percentage of eligible residents who are fully vaccinated nears 70%. The Centers for Disease Control and Prevention's (CDC) <a href="#">COVID Data Tracker</a> reports that 69.8% of eligible OC residents are now fully vaccinated, with 79.3% having received at least one dose of vaccine as of September 14.</li> <li>• WEROC continues to hold bi-weekly conference calls on Tuesdays with member agencies, as requested by the agencies, to continue sharing information. WEROC is providing updated information as received. Information Topics Included:             <ul style="list-style-type: none"> <li>• National and State Osha Emergency Temporary Standards information</li> <li>• COVID Relief Funding (Specific for Special Districts)</li> <li>• AB 361 – Open Meetings State and Local Agencies Teleconferencing</li> <li>• President Initiative for vaccine and mandatory testing update</li> <li>• FEMA Public Assistance Updated Policy</li> <li>• OC HCA New Dashboard showing COVID variants in Orange County</li> </ul> </li> <li>• Guidance issued on August 18, the California Department of Public Health issued several updates to its Beyond the Blueprint guidance for Industry and Business sectors remains unchanged, including:</li> </ul>



<b>COVID-19 (CORONA VIRUS) Coordination – continued</b>	<ul style="list-style-type: none"> <li>• Applied vaccine verification or negative testing requirements to Indoor Mega Events involving 1,000 or more participants.</li> <li>• Removed self-attestation as a mode for both vaccine verification and for verification of negative COVID-19 test for indoor events scheduled after September 20, 2021.</li> <li>• Extended date for requirements and recommendations to remain in place to November 1, 2021.</li> <li>• On 9/9, Vicki met with South Coast Water District to assist with questions regarding COVID Public Assistance with their new Financial Director.</li> <li>• On 9/13, Vicki participated in the White House Intergovernmental Agency Coordination call. This call was focused on further information from President Biden's announcements the previous week regarding COVID and National OSHA's creation of Emergency Temporary Standards. The Deputy Secretary for the Department of Industry stated they would be posting information to the website soon. Due to the emergency state of the procedures, normal public comment and input from stakeholders will not be occurring.</li> <li>• California OSHA is working on making the current ETS 3205 procedures permanent. The state is waiting for further direction or guidance from National OSHA. More information will hopefully be released in the next month. CalOSHA did state their goal is for the permanent standard to become a part of the Injury and Illness Prevention Program (IIPP).</li> </ul>
<b>September Incidents/ Events</b>	<ul style="list-style-type: none"> <li>• No significant events to report.</li> </ul>
<b>Coordination/ Participation With Member Agencies And Outside Agencies Meetings</b>	<ul style="list-style-type: none"> <li>• On 8/31, Vicki participated in the County's Orange County Disaster Logistics Workshop. Vicki was the only agency outside of County Departments in attendance at the workshop based on the WEROC role as the Water and Wastewater Mutual Aid Coordinator and past involvement with the county in developing the logistics process.</li> <li>• On 9/2, Vicki, Daniel, and Janine attended the monthly OCEMO (Orange County Emergency Management Organization) meeting (held virtually). Presentations included Exercise templates created by the La County Disaster Management Area Coordinators as a toolkit and Vicki Osborn on understanding Special Districts and what is WEROC. Brief outs were also made by the numerous subcommittees of OCEMO.</li> <li>• On 9/7, Vicki attended the California Emergency Services Association Emergency Management Certification Working Group Meeting. This group will be developing the California State Certification for the Emergency Manager role. This is an important project for the emergency management discipline, as it will outline the core competencies for those who will work in the industry in the future.</li> </ul>

<b>Coordination/ Participation With Member Agencies And Outside Agencies Meetings – continued</b>	<ul style="list-style-type: none"> <li>On 9/10, Vicki and Janine met with the County Emergency Management Division to review the revised AlertOC MOU and Standard Operating Procedures. The County requested WEROC assist with coordination with the Special districts, including tracking who wishes to continue participating in the mass notification program, signature of the MOU and user agreements, and ensuring the required training is conducted.</li> <li>On 9/13, Vicki participated in the White House Intergovernmental Agency Coordination call. This call was focused on further information from President Biden's announcements the previous week regarding COVID and National OSHA's creation of Emergency Temporary Standards. The Deputy Secretary for the Department of Industry stated they would be posting information to the website soon. Due to the emergency state of the procedures, normal public comment and input from stakeholders will not be occurring.</li> <li>On 9/16, Vicki attended the State Water Resources Control Board regarding drought funding. Even though the webinar was geared towards those already listed within the state drought proclamation, the information provided was good to hear what types of projects will be eligible and who is eligible to receive assistance. Vicki shared this information and the link to the website with member agencies.</li> <li>On 9/20, Vicki met with Moulton Niguel Water District to talk about the County 800 MHz Agreement and offer her services. Additionally, the current WEROC program and how WEROC can better support agencies were discussed.</li> <li>On 9/21, Vicki attended the County Technology Subcommittee meeting. The focus was on the AlertOC regional test being conducted on 9/30.</li> <li>On 9/23, Vicki attended the quarterly COAST meeting. The forecast weather for the fall was discussed, funding opportunities related to fire-related activities, and the Community Wildland Fire Preparedness Plan was finalized.</li> </ul>
<b>America's Water Infrastructure Act (AWIA) Project</b>	<ul style="list-style-type: none"> <li>WEROC and its consultant, Herndon Solutions Group (HSG), continue to work with WEROC agencies to comply with America's Water Infrastructure Act (AWIA).</li> <li>The final phases of this project continue to progress. WEROC sent closeout-training invites to the AWIA primary points of contact that will be happening at the end of October. The training is how to maintain the RRA assessments and how to keep your ERPs as a living document. This is one of the last deliverables of AWIA.</li> </ul>



<b>Other Planning And Program Efforts</b>	<ul style="list-style-type: none"> <li>AlertOC - WEROC held a conference call with our member agency special districts that take part in our county's reverse notification system, AlertOC, on Tuesday, September 28. WEROC covered the new, updated MOU and walked the agencies through the participation process, including discussing training and our water/wastewater regulatory requirements for messaging. Janine will be the Project Manager on this.</li> <li>800 MHz Radio Agreement – Vicki is assisting agencies with questions and the process for executing the Joint Agreement for the Operation, Maintenance, and Financial Management of the Orange County 800 Megahertz Countywide Coordinated Communications System. This system fulfills the WEROC radio system, and the MWDOC board approved the agreement at the last board meeting.</li> <li>Other Coordination topics discussed and planning efforts outside of COVID conducted on the Bi-Weekly coronation calls included: <ul style="list-style-type: none"> <li>Supply Chain Issues</li> <li>Cyber</li> <li>Drought</li> <li>Communications and Coordination</li> <li>Training</li> <li>PSPS Protocols</li> <li>Mutual Aid and Logistics</li> </ul> </li> <li>WEROC/Daniel will be starting a quarterly cyber-working group meeting. We want to make sure information is getting shared with all the Member Agencies. OCIAC will be hosting our first meeting, which will be October 18, 2021, at the WEROC EOC. Daniel continues to share cyber information received from the OCIAC and DHS with member agencies.</li> </ul>
<b>Training And Exercises</b>	<ul style="list-style-type: none"> <li>The Virtual WEROC Symposium occurred on Wednesday, September 29. Speakers included Mike Howe from the TXWARN shared details regarding The Great Freeze of February 2021; Christine Herndon from Herndon Solutions Group to discuss the new AWWA toolkit for resource typing; Dr. Kevin Morley, AWWA, shared lessons learned from multiple events over the past year. The event also included a WEROC Program update and information regarding CalWarn – What you need to know.</li> </ul>
<h2 style="text-align: center;">WATER USE EFFICIENCY</h2>	
<b>Orange County Data Acquisition Partnership (OCDAP) Working Group Meeting</b>	<p>On September 13, Rachel Waite attended the OCDAP Working Group Meeting. The working group collaborates on and organizes a regional effort to cost share the acquisition of high-resolution aerial imagery and related products. Attendees included staff from MWDOC, Southern California Association of Governments, Center for Demographic Research, Orange County Fire Authority, Orange County Water District, and Orange County Public Works. Topics on the agenda included:</p> <ul style="list-style-type: none"> <li>OCDAP Cycle 1 Deliverables Update</li> <li>OCDAP Cycle 1 Participation Agreement Tracking and Payment Log</li> </ul>

<b>Orange County Data Acquisition Partnership (OCDAP) Working Group Meeting – continued</b>	<ul style="list-style-type: none"> <li>• OCDAP Cycle 2 Documents Draft</li> <li>• ConnectExplorer Training in Fall 2021</li> <li>• USGS FY21/22 Broad Agency Announcement Application for Lidar Funding</li> </ul> <p>The next meeting will be held on October 11.</p>
<b>Project Agreement (PA) 22 Committee Meeting</b>	<p>On September 14, Rachel W. attended the PA 22 Committee Meeting hosted by Santa Ana Watershed Project Authority (SAWPA) and SAWPA member agencies. Topics on the agenda included:</p> <ul style="list-style-type: none"> <li>• Reconsider PA 22 Agreement Committee Regular Meeting Schedule</li> <li>• Update on Santa Ana River Conservation and Conjunctive Use Program (SARCCUP) Water Efficiency Budget Assistance Project</li> <li>• Update on Enhancements to Watershed-Wide Budget Decision Support Tool Project</li> </ul> <p>The next meeting is scheduled for December 14.</p>
<b>Department of Water Resources (DWR) Water Loss Monthly Webinar</b>	<p>On September 16, Rachel Davis and Jason Thorsell participated in the DWR monthly Water Loss Webinar. Nirmala Benin from DWR gave a presentation on annual water loss reporting requirements and expectations geared towards auditors and validators. There was also an opportunity for questions and answers.</p> <p>The next webinar is scheduled for October 21.</p>
<b>Project Agreement (PA) 22 Advisory Workgroup</b>	<p>On September 20, Rachel W. attended the PA 22 Advisory Workshop hosted by SAWPA and attended by staff from SAWPA member agencies and MWDOC. Topics on the agenda included:</p> <ul style="list-style-type: none"> <li>• Reminder that Invoices for SARCCUP Water Use Efficiency will be sent soon</li> <li>• Prop 1 Enhanced Decision Support Tool Update <ul style="list-style-type: none"> <li>○ Next Steps for the Bureau of Reclamation</li> <li>○ Web-Based Tool Update</li> </ul> </li> <li>• SARCCUP Water Budget Assistance Project Update <ul style="list-style-type: none"> <li>○ Retail Agency Interest Status</li> <li>○ Creating the List of Customers to include in the Project</li> <li>○ 2020 Aerial Imagery Data to use</li> </ul> </li> </ul> <p>Then next meeting is scheduled for October 18.</p>

<b>The OC Plan for Integrated Regional Watershed Management (IRWM) in North and Central Orange County Stakeholder Group</b>	<p>On September 21, Rachel W. attended the OC Plan for IRWM North and Central OC Stakeholder Group hosted by the County of Orange. The purpose of this meeting was to share the Ad Hoc's recommended enhancements to the approach for Proposition 1 Round 2 project scoring, and for stakeholders to vote on the adoption of the recommendations. Topics on the agenda included:</p> <ul style="list-style-type: none"> <li>• Ad Hoc Committee Objectives and Review Process</li> <li>• Overview of Existing Project Prioritization Process</li> <li>• Implications of the Existing Scoring Approach</li> <li>• Recommended Methods for Addressing Implications</li> <li>• Voting on Recommended Scoring Enhancements</li> <li>• Next Steps</li> </ul> <p>A follow-up meeting is not currently scheduled.</p>
<b>California Water Efficiency Partnership Fall Plenary</b>	<p>On September 21, Beth Fahl, Andrea Antony-Morr, and Sam Fetter attended the California Water Efficiency Partnership (CalWEP) Fall Plenary. Topics on the agenda included:</p> <ul style="list-style-type: none"> <li>• What's Happening at CalWEP</li> <li>• What's New at Alliance for Water Efficiency</li> <li>• Conservation Tracking Tool Preview</li> <li>• New Member Spotlight: Energy Solutions</li> <li>• Southern Nevada Water Authority Non-Functional Turf Ban</li> <li>• Save Our Water Updates</li> </ul> <p>The next Plenary meeting is scheduled for December 9.</p>
<b>California-Nevada American Water Works Association (CA-NV AWWA) Leak Detection Webinar</b>	<p>On September 22, Rachel D. and Jason attended the CA-NV AWWA Leak Detection Webinar presentation by Ramsey Hemaidan. The webinar agenda included:</p> <ul style="list-style-type: none"> <li>• Risk Based Condition Assessment/Leak Detection</li> <li>• Distribution Main Leak Detection Technologies</li> <li>• Transmission Main Leak Detection Technologies</li> <li>• Q&amp;A Session</li> </ul>
<b>Recycled Water GIS Mapping Meeting</b>	<p>On September 22, Rachel W. and Sam attended the second Recycled Water GIS Mapping meeting hosted by Metropolitan and attended by El Toro Water District, Moulton Niguel Water District, Santa Margarita Water District, and South Coast Water District. This meeting focused on discussing how Metropolitan could support participation by the public and Orange County water suppliers in Metropolitan's On-Site Retrofit Program and Metropolitan's proposed Recycled Water GIS Mapping Tool.</p> <p>A follow-up meeting has not yet been scheduled.</p>

<b>Metropolitan Water District Water Use Efficiency Coordinator Meeting</b>	<p>On September 23, Joe Berg, Beth, Rachel D., Rachel W., Sam, and Andrea attended the Metropolitan Water District Water Use Efficiency Coordinator meeting. Topics on the agenda included:</p> <ul style="list-style-type: none"> <li>• September Member Agency Managers Meeting <ul style="list-style-type: none"> <li>○ Potential New Conservation Programs and Modifications</li> </ul> </li> <li>• September MWD Board Items and Updates <ul style="list-style-type: none"> <li>○ Communication and Legislation Committee <ul style="list-style-type: none"> <li>▪ Update on Fall and Water Advertising and Outreach Campaign</li> </ul> </li> <li>○ Water Planning and Stewardship Committee <ul style="list-style-type: none"> <li>▪ Update on Water Surplus and Drought Management</li> <li>▪ Water Resources Manager Report</li> </ul> </li> </ul> </li> <li>• New Launched Educational Classes</li> <li>• Non-Functional Turf News Clip</li> <li>• Member Agency Roundtable</li> </ul> <p>The next meeting is scheduled for October 21.</p>
<b>Proposition 1 – SAWPA Regional Comprehensive Landscape Rebate Program – Project Partners Meeting</b>	<p>On September 28, Steve Hedges, Rachel W., Andrea, and Sam met with the grant administrative consultant, Soto Resources, and the grant project partners, Big Bear Lake Department of Water and Power, Eastern MWD, Inland Empire Utilities Agency, San Bernardino Valley Municipal Water District, and Western Municipal Water District. The purpose of this meeting was for MWDOC to provide an overview of the grant status, review each partner's progress after the first reporting period, and to go over next steps.</p> <p>The next meeting will be scheduled next quarter.</p>
<b>Dedicated Irrigation Meter (DIM) Area Measurement Project – Retail Agency Kick-Off Meetings</b>	<p>On September 30, Rachel W. met with City of Brea and project consultant, NV5, and on October 5 met with City of Fountain Valley, City of Newport Beach, and NV5 for DIM Area Measurement Project kick-off meetings for each retailer. The DIM Area Measurement Project provides Orange County retail water agencies access to MWDOC's consultant, NV5, to obtain DIM landscape area measurements and classifications as required by SB606 and AB1668 (Conservation Framework). Rachel, NV5, and retailer staff discussed the Project, workflow, and next steps.</p> <p>Kick-off meetings will be scheduled with each participating retailer, and follow-up meetings will be scheduled as needed.</p>
<b>Annual Water Audit Validations</b>	<p>Between September 8th and September 30th, Rachel D. met via Zoom with the following agencies in order to validate their AWWA Water Audit Results: City of Anaheim, City of La Habra, City of Seal Beach, Yorba Linda Water District, City of Buena Park, City of Huntington Beach, El Toro Water District, Trabuco Canyon Water District, City of La Palma, City of Garden Grove, South Coast Water District, City of Tustin, and East Orange County Water District. Each water retailer in California is required to submit a validated water audit to the Department of Water Resources annually. MWDOC has been offering Water Audit Validations to Orange County agencies through the Water Loss Control</p>

<b>Annual Water Audit Validations – continued</b>	<p>Technical Assistance Program via a consultant. This is the first year the services were offered through the Water Loss Control Shared Services Program and performed by MWDOC staff. During the validation meetings, the audit inputs and supporting documentation were examined, any necessary corrections were made, key performance indicators were considered, and water loss control strategies were discussed. In total, MWDOC staff will perform 25 water audit validations in 2021.</p> <p>In November and December 2021, water audit validations are scheduled for the City of Newport Beach, the City of Santa Ana, the City of San Clemente, the City of San Juan Capistrano, and Mesa Water.</p>
<b>Annual Water Smart Innovations Conference and Exposition</b>	<p>Between October 5 – 7, Joe, Rachel D., and Sam attended the Water Smart Innovations Conference and Exposition in Las Vegas, Nevada. Joe presented the results of MWDOC's Flume Smart Home Water Monitor Study effort. Rachel D. presented on MWDOC's Leak Detection Shared Services Program implementation and experiences throughout the past two years. During the conference, Joe, Rachel D., and Sam attended professional sessions that covered the following topics:</p> <ul style="list-style-type: none"> <li>• Water Conservation and Incentive Programs</li> <li>• Water Loss Management</li> <li>• Water Efficient Landscaping</li> <li>• Marketing and Outreach</li> <li>• Sustainable Construction and Development</li> <li>• Drought Management</li> <li>• Water Efficiency Education</li> <li>• Water Efficient Codes and Policies</li> <li>• Leak Detection Programs</li> </ul>
<h2 style="margin: 0;">PUBLIC/GOVERNMENT AFFAIRS</h2>	
<b>Member Agency Relations</b>	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Presented a regional drought campaign proposal to the MWDOC Water Use Efficiency workgroup</li> <li>• Offered Orange County water provider General and City Managers, Public Information Officers, and Water Use Efficiency coordinators the opportunity to submit feedback for the regional drought campaign proposal via survey and email</li> </ul> <p>Government Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Circulated a SCAQMD public hearing notice to member agencies regarding regulatory changes to time and use of emergency generators</li> <li>• Joined the Water Loss Control Working Group to provide a grants program overview and update</li> <li>• Sent out a notice for a Department of Finance webinar on how special districts can apply for COVID-19 financial relief funding</li> </ul>

<b>Community Relations</b>	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Provided promotional items for Bathgate Elementary School's Fun Run (Mission Viejo)</li> </ul> <p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Attended the OCBC Governmental Affairs Committee meeting with guest Congresswoman Katie Porter</li> <li>• Attended the Women in Water meeting featuring SWRCB member Nichole Morgan</li> <li>• Participated in the OCBC Infrastructure Committee meeting</li> </ul>
<b>Education</b>	<p>Public Affairs Staff</p> <ul style="list-style-type: none"> <li>• Attended a "Town Hall Webinar: The Powerful Connection Between Education, Climate and Justice"</li> <li>• Participated in the California Environmental Literacy Initiative Green Career Innovation Hub bi-weekly meeting</li> <li>• Attended the Department of Water Resources Water Education Committee meeting</li> <li>• Participated in the bi-weekly Metropolitan Water District of Southern California's Education Coordinator's meetings</li> <li>• Met with the Statewide Director for the Centers of Excellence for Labor Market Research</li> <li>• Attended Santiago Canyon College's Automation/Robotics/Mechatronics (ARM) Advisory Council meeting</li> <li>• Provided information regarding MWDOC Choice School Programs to City of San Clemente, City of Anaheim, City of Westminster, Mesa Water, City of Newport Beach, City of Fullerton, and City of Garden Grove</li> <li>• Worked with MWDOC K-2 Choice School Program contractor, Shows That Teach, on plans to incorporate Ricky the Rambunctious Raindrop puppet into in-person and virtual presentations</li> <li>• Worked with MWDOC Choice School Program contractors and provided participating agencies with the 2021/22 shared calendar of scheduled visits</li> <li>• Provided participating agencies the opportunity to submit educational resources specific to their service area for the MWDOC 3-12 Choice School Programs student/teacher dashboard</li> <li>• Connected MWDOC K-12 Choice School Program contractors with teachers that submitted interest forms on the MWDOC website</li> <li>• Updated all MWDOC Choice School Program flyers and provided them to contractors for promotional use. Flyers were also added to the Director's Dropbox and the MWDOC website.</li> <li>• Prepared a write up on the Water-Energy Education Alliance for the California Environmental Education Foundation website</li> </ul>
<b>Special Projects</b>	<p>Public Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Participated in the OC Water Summit committee meeting</li> <li>• Prepared and distributed second and third invites for the MWDOC Water Policy Dinner on September 30 at the Westin South Coast Plaza featuring Adel Hagekhalil, General Manager and Chief Executive Officer, the Metropolitan Water District of Southern California</li> </ul>

<b>Special Projects – continued</b>	<ul style="list-style-type: none"> <li>• Coordinated event logistics with The Westin South Coast Plaza Hotel for the MWDOC Water Policy Dinner</li> <li>• Accepted ongoing registration and completed a variety of event logistics for the MWDOC Water Policy Dinner on September 30</li> <li>• Updated Annual Financial Audit cover sheets for accounting</li> <li>• Designed and coordinated printing of Proposition 1 signage for Water Use Efficiency</li> <li>• Attended California Water Efficiency Partnership Drought Communications Primer webinar</li> <li>• Met with FlashVote to discuss regional drought survey options</li> </ul> <p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Along with Charles Busslinger, met with staff at the Center for Demographic Research to discuss timelines and logistics for MWDOC's upcoming redistricting</li> <li>• Staffed the ISDOC Executive Committee meeting</li> <li>• Along with Director McVicker and Tina Dubuque, met with CSDA staff to discuss benefits ISDOC could provide for Associate Members</li> <li>• Collaborated on a draft drought messaging and outreach letter to send to the Orange County delegation</li> <li>• Staffed the WACO Meeting featuring guest speaker, Tim Quinn</li> <li>• Contacted various community organizations seeking support for funding for the WEROC EOC</li> <li>• Sent the September 30 Water Policy Dinner invitation to the Orange County delegation offices</li> </ul>
<b>Legislative Affairs</b>	<p>Governmental Affairs Staff:</p> <ul style="list-style-type: none"> <li>• Met with NRR staff to discuss an upcoming meeting with The Nature Conservancy</li> <li>• Participated in the ACWA Covid-19 Funding Working Group meeting</li> <li>• Circulated the MWDOC Policy Principles to member agencies for comment and feedback</li> <li>• Participated in the following ACWA Federal Affairs Sub-Committee meetings: Drinking Water, Infrastructure, and Water Supply</li> <li>• Along with Directors Tamaribuchi and Yoo Schneider and our state and federal advocates, met with staff from The Nature Conservancy to discuss state policy goals and areas of common interest</li> <li>• Participated in the Metropolitan Water District Legislative Update meeting for Met member agencies</li> <li>• Attended the CMUA Regulatory Committee meeting</li> </ul>

**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