

REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
18700 Ward Street, Fountain Valley, California
March 15, 2023, 8:30 a.m.

This meeting will be held in person. As a convenience for the public, the meeting may also be accessed by Zoom Webinar and will be available by either computer or telephone audio as indicated below. Because this is an in-person meeting and the Zoom component is not required, but rather is being offered as a convenience, if there are any technical issues during the meeting, this meeting will continue and will not be suspended.

Computer Audio: You can join the Zoom meeting by clicking on the following link:

<https://zoom.us/j/8828665300>

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

AGENDA

MOMENT OF SILENCE

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>.

NEXT RESOLUTION NO. 2135

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. February 1, 2023 Workshop Board Meeting
- b. February 15, 2023 Board Meeting

Recommendation: Approve as presented.

2. COMMITTEE MEETING REPORTS

- a. Planning & Operations Committee Meeting: February 6, 2023
- b. Administration & Finance Committee Meeting: February 8, 2023
- c. Executive Committee Meeting: February 16, 2023

Recommendation: Receive and file as presented.

3. TREASURER'S REPORTS

- a. MWDOC Revenue/Cash Receipt Register as of February 28, 2023
- b. Disbursement Registers (February/March)

Recommendation: Ratify and approve as presented.

- c. Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of January 31, 2023
- 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 January 31, 2023

Recommendation: Receive and file as presented.

5. APPROVE DISTRICT PAY STRUCTURE, EFFECTIVE JANUARY 1, 2023

Recommendation: Approve the revised MWDOC Pay Structure adding Range 23 and the General Manager Classification, effective January 1, 2023.

6. WEROC EOC 100% DESIGN UPDATE AND NEXT STEPS

Recommendation: Direct MWDOC staff to: (1) thank El Toro Water District for their support and patience, but inform them that MWDOC is no longer moving forward with construction of the WEROC EOC at their site; (2) proceed with the evaluation of a mobile EOC/Command vehicle, but return to the Board with an accurate cost estimate; and (3) continue to evaluate alternatives for a permanent EOC location.

7. APPROVE REVISIONS TO MWDOC'S RESERVE FUND POLICY

Recommendation: (1) Adopt revisions to MWDOC's Administrative Code Section 2009 - Reserve Policy (A full detail description is shown in Attachment A to the write up). Key revisions include: Classify WEROC Reserves as a Restricted Reserve; Combine certain Designated Reserves into one "Operating Reserve" to cover emergencies, unexpected or unbudgeted expenses, and building expenses; Set this new "Operating Reserve" target equal to 120 days cash on hand; Classify OPEB Reserves as an Unrestricted Designated Reserve; Remove the Tier 2 Contingency Fund; and Rename several District's Reserves for clarification and better understanding; and (2) Authorize staff to place all available funds, in excess of the newly established reserve fund targets, into the following categories and amounts: Reduce MWDOC's unfunded CalPERS liability by approximately \$1 million; Provide a credit of \$500,000 to the member agencies in FY 2023-24; Place the remaining funds (approximately \$1 million) into an undesignated fund for project/program that can be utilized in the near future for local cost share for WEROC Emergency Operations Center, and/or MWDOC Project/Programs such as a groundwater storage or banking program, as directed by the Board.

8. APPROVE CHANGES TO MWDOC'S RECORDS RETENTION POLICY

Recommendation: Approve change to the Records Retention Schedule and authorize staff to incorporate this change into the Administrative Code.

End Consent Calendar**ACTION CALENDAR**

**9-1 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2024-2026
BOARD OF DIRECTORS CALL FOR NOMINATIONS – SOUTHERN
NETWORK REGION, SEAT C RES. NO. _____**

Recommendation: Adopt a Resolution nominating Director Al Nederhood to the CSDA Board of Directors, Southern Network, Seat C.

9-2 APPROVAL OF RESOLUTION DESIGNATING AUTHORIZED AGENTS FOR FY21 GRANT TRANSFER AGREEMENTS FOR HOMELAND SECURITY GRANTS AND EXECUTION OF TRANSFER AGREEMENT (\$20,000 AWARD FOR 800MHZ HANDHELD RADIOS)

RES. NO. _____

Recommendation: (1) Approve the execution of the 2021 Grant Transfer Agreement with the County of Orange, cities of Anaheim and Santa Ana as the Local Urban Area Security Initiative (UASI) Administrator; and (2)r adopt Resolution giving approval to the WEROC Director of Emergency Management and the General Manager as designated Authorized Agents for FY 2021 Homeland Security Grant and authority to execute any subsequent agreements related to the FY2021 Homeland Security Grants.

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, MARCH 2023 (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 ITEMS

12. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9. One Case: San Diego County Water Authority v. Metropolitan Water District of Southern California; all persons interested in the validity of the rates adopted by the Metropolitan Water of Southern California on April 8, 2014, et al., former Los Angeles Superior Court Case No. BC547139, transferred on December 2, 2014, to San Francisco Superior Court, now Case No. CPF-14-514004.

13. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9. One Case: San Diego County Water Authority v. Metropolitan Water District of Southern California; all persons interested in the validity of the rates adopted by the Metropolitan Water District of Southern California on April 12, 2016, effective January 1, 2017 and January 1, 2018, et al., former Los Angeles Superior Court Case No. BS161729, transferred to San Francisco Superior Court, now Case CPF-16-515282.

14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9. One Case: San Diego County Water Authority v. Metropolitan Water District of Southern California; all persons interested in the validity of the rates adopted by the Metropolitan Water District of Southern California on April 10, 2018 to be effective January 1, 2019, and Jan. 1, 2020, et al., Los Angeles Superior Court Case No. BS 173868, Transferred to San Francisco Superior Court, now Case CPF-18-516389.

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
February 1, 2023**

At 8:30 a.m., President Yoo Schneider called to order the Regular Meeting of the Municipal Water District of Orange County via the Zoom Webinar application (due to the current state of emergency related to the spread of COVID-19 and pursuant to Government Code Section 54953(e)). Director Crane led the Pledge of Allegiance and Secretary Goldsby called the roll.

MWDOC DIRECTORS

Al Nederhood
Larry Dick*
Karl W. Seckel*
Bob McVicker
Randall Crane
Jeffery M. Thomas
Megan Yoo Schneider

STAFF

Harvey De La Torre, Interim General Mgr.
Joe Byrne, Legal Counsel
Maribeth Goldsby, District Secretary
Melissa Baum-Haley, Prin. Water Resource Analyst
Alex Heide, Water Resources Analyst
Charles Busslinger, Dir. of Engineering/Dist. Eng.
Kevin Hostert, Water Resources Analyst
Damon Micalizzi, Director of Public Affairs
Heather Baez, Governmental Affairs Manager
Vicki Osborn, Director of Emergency Management
Joe Berg, Director of WUE

*Also MWDOC-MET Directors

OTHER MWDOC-MET DIRECTORS

Linda Ackerman
Dennis Erdman

OTHERS PRESENT

Sara Tucker
Garrett Durst
Syrus Devers
Dick Ackerman
Ed Means
Paul Jones
Dave Youngblood
Kathryn Freshley
Mike Gaskins
Kay Havens
Mark Monin
Dennis Cafferty
Vu Chu
Mike Dunbar
Toby Moore
Steve LaMar
Peer Swan
Paul Weghorst
Frank Prewoznik

NRR
NRR
Best, Best & Krieger
Ackerman Consulting
Means Consulting
Dopudja & Wells 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
El Toro Water District
Emerald Bay Service District
Golden State Water Company
Irvine Ranch Water District
Irvine Ranch Water District
Irvine Ranch Water District
Irvine Ranch Water District

| | |
|------------------------|--|
| Keith Van Der Maaten | Laguna Beach County Water District |
| Jim Atkinson | Mesa Water |
| Paul Shoenberger | Mesa Water |
| Stacy Taylor | Mesa Water |
| Dick Fiore | Moulton Niguel Water District |
| Don Froelich | Moulton Niguel Water District |
| Sherry Wanninger | Moulton Niguel Water District |
| Laura Rocha | Moulton Niguel Water District |
| Sherri Seitz | Moulton Niguel Water District |
| Justin Finch | Moulton Niguel Water District |
| Kelly Rowe | Orange County Water District |
| Mike Markus | Orange County Water District |
| John Kennedy | Orange County Water District |
| Alicia Dunkin | Orange County Water District |
| Dan Ferons | Santa Margarita Water District |
| Chuck Gibson | Santa Margarita Water District |
| Jim Leach | Santa Margarita Water District |
| Chip Monaco | Santa Margarita Water District |
| Greg Mills | Serrano Water District |
| Brad Reese | Serrano Water District |
| Fernando Paludi | Trabuco Canyon Water District |
| Lisa Ohlund | Ohlund Management & Technical Services |
| Liz Mendelson-Goossens | San Diego County Water Authority |
| Emily Novak | San Diego County Water Authority |
| Charles Luas | Orchard Dale Water District |

PUBLIC PARTICIPATION/PUBLIC COMMENTS

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

No public comments were received.

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

No items were presented.

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

President Yoo Schneider 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 meeting.

PRESENTATION / DISCUSSION ITEMS**PRESENTATION REGARDING TOPICS AND ISSUES FOR THE UPCOMING MET BOARD RETREAT**

Dr. Melissa Baum-Haley (MWDOC Principal Water Resources Analyst) provided an overview and outline of the upcoming MET Board Visioning Retreat (retreat) which is intended to provide direction and agreement on a vision and planning framework (as MET and its member agencies pursue a master plan for water and climate resiliency in its second century). The overview included information on the retreat's goals (to identify targets and timelines for resource planning), regional benefits (and MET's mission), a history of MET policies (including the Laguna Declaration and San Pedro principles), as well as economic issues/status, urban and regional planning issues, and MET's proposed business model. Dr. Baum-Haley then provided an overview of uncertainties and challenges facing MET and its mission (climate change, Colorado River issues, Delta issues, and IRP needs assessment findings, etc.)

The audience members then engaged in a discussion with the Board regarding issues of importance for the MWDOC-MET Directors to pursue at the retreat. Specific emphasis was placed on Climate Change; the need for the IRP Implementation Plan; Colorado River allocations; including in-region production, such as desalination in MET's portfolio; the importance of maintaining the Delta Conveyance Project as a high priority; the need for more specifics on the proposed Business Model; how MET will financially address those agencies rolling on/off the MET system; the future of the Local Resources Program (and potential evolution); and MET's historical policies (Laguna Declaration, etc.). It was noted that it would be prudent for the MWDOC-MET Directors to layout the key issues/principles to pursue in MET's IRP Implementation Plan, including identifying MET's near and long-term goals; IRWD suggested a series of workshops among MWDOC's member agencies may be beneficial.

Following discussion, the Board received and filed the report as presented.

WATER SUPPLY CONDITIONS AND PLANNING FOR POTENTIAL WATER SUPPLY ALLOCATIONS (FY 2023/24)

MWDOC Water Resources Analyst Kevin Hostert updated the Board on the current imported water supply conditions, highlighting the Northern California 8-station index's accumulated precipitation, snowpack, run-off percentages, key reservoir storage levels and "take" capacities, Colorado River status and Lake Mead's storage levels, the current SWP Table "A" allocation (30%), and the State's drought monitor conditions.

Dr. Melissa Baum-Haley then provided an update on MET's potential water supply allocation planning efforts based on the current state of State Water Project and Colorado River supplies. She included an overview of implementation considerations and the main components of the Water Supply Allocation Plan (WSAP) (credits and adjustments, allocation formula factors, and implementation and surcharges).

Following a brief discussion, the Board received and filed the report.

LEGISLATIVE ACTIVITIES**a. Federal Legislative Report (NRR)**

Ms. Sara Tucker of NRR, provided an overview of NRR's written report in the packet, highlighting Colorado River activities, stating that a letter was sent to the Bureau of Reclamation (signed by six Colorado River basin states) asking for allocation cuts to the lower basin states, but more heavily on California and Mexico. She then reviewed California's response, noting that it asked that the Law of the River be upheld (appropriate cuts to all states). The Bureau of Reclamation will review both proposals and make the appropriate allocation cuts to protect the basin.

Mr. Garrett Durst then highlighted Waters of the US ruling, the Water for California Act, and an overview of legislative committees.

The Board received and filed the report.

b. State Legislative Report

Mr. Syrus Devers, of BBK, reviewed his report, highlighting various bills/legislation, including atmospheric rivers (4 bills have been introduced); he noted the deadline to submit new legislation is February 17, 2023. He also highlighted a recent report regarding the Delta ecosystem restoration, which indicated that no Delta Smelt have been captured since 2017.

Following discussion, the Board received and filed the report.

c. Legal and Regulatory Report (Ackerman)

Mr. Dick Ackerman referenced his report, highlighting a study by Scripps Institute of Oceanography regarding the recent storms, noting that climate scientists generally agree that the recent storms are not the result of global warming, but reflect California's climate history.

The Board received and filed the report.

d. MWDOC Legislative Matrix

The Board received and filed the reports.

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

President Yoo Schneider stated that this item provides member agencies the opportunity to question and communicate with MWDOC's MET Directors on various MET issues; she encouraged questions from the audience.

SMWD Director Gibson thanked MWDOC for including a section on water quality in the monthly matrix for this meeting.

Director Erdman highlighted MET's Engineering, Operations, & Technology Committee activities, noting that \$177 million worth of projects were approved; he then provided an overview of the projects.

Director Ackerman advised that she attended an update with MET Staff (Nina Hawk) regarding the Delta Conveyance Project and that this issue will be a discussion point at the upcoming retreat. She also noted MET installed several new Board members including Director Seckel.

She encouraged MWDOC's member agencies to communicate issues that are important to address at the retreat.

Director Dick referenced the recently approved engineering projects, noting the wealth of knowledge and expertise that Directors Erdman and Seckel offer will be a great asset. He then reviewed issues he believed important to be addressed at the retreat. These included: Colorado River activities, climate change issues (and the importance of prioritizing water storage); the Local Resources Program (along with potential changes which would involve ways MET could be re-paid on its investment in these projects); and fixed charges.

ACTION ITEMS

CONSIDER CONTINUATION OF REMOTE MEETINGS PURSUANT TO AB 361 AND MAKE REQUIRED FINDINGS

President Yoo Schneider advised that the proposal to continue remote meetings was before the Board for consideration.

Upon MOTION by Director McVicker, seconded by Director Seckel, and carried (6-1), the Board voted to continue virtual meetings pursuant to AB 361 for an additional 30 days based on the findings that (1) it has reconsidered the circumstances of the state of emergency for COVID-19, and (2) state and local officials continue to impose or recommend measures to promote social distancing, by the following roll call vote:

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

INFORMATION ITEMS

MWD ITEMS CRITICAL TO ORANGE COUNTY

- a. MET Finance and Rate Issues
- b. MET Integrated Resources Plan Update
- c. MET Water Supply Conditions Update
- d. Water Quality Update
- e. Colorado River Issues
- f. Delta Conveyance Activities and State Water Project Issues

The Board received and filed the report as presented.

METROPOLITAN (MET) BOARD AND COMMITTEE AGENDA DISCUSSION ITEMS

- a. Summary reports regarding the January MET Board Meetings
- b. MET 4-Month Outlook on Upcoming Issues
- c. Review items of significance for the upcoming MET Board and Committee Agendas

The report was received and filed.

CLOSED SESSION

At 10:46 a.m., President Yoo Schneider announced that the Board would adjourn to closed session to discuss the following item. She stated that the Board would adjourn in memory of General Manager Robert Hunter who recently passed away.

PUBLIC EMPLOYMENT

Title: Interim General Manager
Government Code Section 54957

RECONVENE

The Board reconvened at 11:14 a.m., and Legal Counsel Byrne announced that the Board unanimously voted to appoint Harvey De La Torre as Interim General Manager. A roll call vote was taken as follows:

| | |
|----------|--|
| AYES: | Directors Nederhood, Dick, McVicker, Seckel, Crane, Thomas and Yoo Schneider |
| NOES: | None |
| ABSENT: | None |
| ABSTAIN: | None |

Legal Counsel Byrne advised that he was directed to develop terms for a contract with Mr. De La Torre and return to the Board on February 15, 2023 with said contract.

ADJOURNMENT

There being no further business, the meeting adjourned in memory of Robert Hunter at 11:16 a.m.

Maribeth Goldsby
Board Secretary

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
February 15, 2023**

At 8:30 a.m., President Yoo Schneider called to order the Regular Meeting of the Municipal Water District of Orange County, via the Zoom Webinar application (due to the current state of emergency related to the spread of COVID-19 and pursuant to Government Code Section 54953(e)). Following a moment of silence in memory of Rob Hunter, Director McVicker led the Pledge of Allegiance and Secretary Goldsby called the roll.

MWDOC DIRECTORS

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

STAFF

Harvey De La Torre, Assistant GM
Joe Byrne, Legal Counsel
Maribeth Goldsby, Board Secretary
Heather Baez, Governmental Affairs Manager
Alex Heide, Water Resource Analyst
Charles Busslinger, Dir. of Engineering/Dist. Eng.
Hilary Chumpitazi, Accounting Manager
Damon Micalizzi, Director of Public Affairs
Vicki Osborn, Director of Emergency Management
Cathy Harris, Director of HR and Administration
Kevin Hostert, Water Resource Analyst

ALSO PRESENT

Dennis Erdman
Linda Ackerman
Doug Davert
Dave Youngblood
Kathryn Freshley
Kay Havens
Mark Monin
Jose Vergara
Dennis Cafferty
Sherri Seitz
Doug Reinhart
Peer Swan
Paul Weghorst
Keith Van Der Maaten
Jim Atkinson
Stacy Taylor
Kelly Rowe
Mike Markus
John Kennedy
Chuck Gibson
Saundra Jacobs
Frank Ury
Dan Ferons
Chip Monaco
Erica Castillo

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

Jennifer Lopez
Glen Acosta
Fernando Paludi
Mark Toy
Lisa Ohlund
Dick Ackerman
Kristy Khachigian
John Lewis
Peter Whittingham
Charles Luas
John Earl

South Coast Water District
Trabuco Canyon Water District
Trabuco Canyon Water District
Yorba Linda Water District
Ohlund Management & Technical Services
Ackerman Consulting
KK Consulting

PUBLIC PARTICIPATION/PUBLIC COMMENT

President Yoo Schneider 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. Ms. Yoo Schneider asked whether any member of the public had any comments on items that are not on the agenda.

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were received.

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

President Yoo Schneider 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

President Yoo Schneider presented an award to Interim General Manager Harvey De La Torre for fifteen years of service to the District.

PRESENTATION ITEM

Legal Counsel Joe Byrne provided an overview of the terms, conditions, available options, and requirements of AB 2449 (the new Brown Act law regarding Board member remote meeting attendance).

CONSENT CALENDAR

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

Director Seckel asked that the word "two" be removed from the third paragraph on page three of the Joint Planning Committee minutes.

Director Crane asked that the voting correctly reflect his name as voting (January 4, 2023 Workshop minutes).

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

| | |
|----------|---|
| AYES: | Directors Nederhood, Dick, McVicker, Seckel, Crane, Thomas and Yoo Schneider |
| NOES : | None |
| ABSENT: | None |
| ABSTAIN: | None |

MINUTES

The following minutes were approved.

January 4, 2023 Workshop Board Meeting
January 11, 2023 Special Board Meeting
January 18, 2023 Regular Board Meeting

COMMITTEE MEETING REPORTS

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

| | |
|---|------------------|
| Planning & Operations Committee Meeting: | January 3, 2023 |
| Administration & Finance Committee Meeting: | January 11, 2023 |
| Executive Committee Meeting: | January 18, 2023 |
| MWDOC/OCWD Joint Planning Committee: | January 25, 2023 |

TREASURER'S REPORTS

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of January 31, 2023
Disbursement Registers (January/February)

The following items were received and filed as presented.

Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment Report) as of December 31, 2022

PARS Monthly Statement (OPEB Trust)

FINANCIAL REPORT

The following items were received and filed as presented.

Combined Financial Statements and Budget Comparative for the Period Ending
December 31, 2022

Quarterly Budget Review

AUTHORIZATION FOR STAFF TO ATTEND AMERICAN WATER WORKS ASSOCIATION SUSTAINABLE WATER MANAGEMENT CONFERENCE APRIL 16-19, 2023, MINNEAPOLIS, MN

The Board authorized attendance at the American Water Works Association (AWWA) Sustainable Water Management Conference April 16-19, 2023 in Minneapolis, Minnesota.

AUTHORIZE CONTRACT FOR INFORMATION TECHNOLOGY (IT) CONSULTANT FOR IT SUPPORT SERVICES

The Board authorized the Interim General Manager to enter into a contract with Accent Computer Solutions, Inc, to provide IT support services, as outlined, in the amount of \$97,279 for a one-year term with an option to renew (less the startup cost).

EXTENSION OF CONTRACT WITH STETSON ENGINEERING FOR CONSUMER CONFIDENCE REPORTS

The Board approved Option #1 to adopt a Third Amendment to the agreement with Stetson Engineering to gather, prepare, and package Consumer Confidence Report data (CCRs) for MWDOC Member Agencies and the three OC Cities for an additional three years; ending December 31, 2025.

CONTINUATION OF REMOTE MEETINGS PURSUANT TO AB 361 AND REQUIRED FINDINGS

The Board voted to continue virtual meetings pursuant to AB 361 for an additional 30 days based on the findings that (1) it has reconsidered the circumstances of the state of emergency for COVID-19, and (2) state and local officials continue to impose or recommend measures to promote social distancing.

- END CONSENT CALENDAR -**ACTION CALENDAR****CALL FOR NOMINATIONS AND CONCURRING RESOLUTIONS - ACWA/JPIA EXECUTIVE COMMITTEE**

Upon MOTION by Director Seckel, seconded by Director Thomas, and carried (7-0), the Board adopted RESOLUTION NO. 2134 Concurring in the nomination of Fred Bockmiller (Mesa Water) in his candidacy for reelection to the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) Executive Committee. RESOLUTION NO. 2134 was adopted by the following roll call vote:

| | |
|---------|---|
| AYES: | Directors Nederhood, Dick, McVicker, Seckel, Crane, Thomas & Yoo Schneider |
| NOES: | None |
| ABSENT: | None |

ABSTAIN: None

PROPOSAL TO REVISE THE DISTRICT'S HOLIDAY SCHEDULE

President Yoo Schneider advised that the proposal to add Martin Luther King, Jr. Day to the District's holiday schedule was before the Board for consideration.

Director Dick expressed concern with adding an additional holiday, noting that the floating holiday currently on the schedule could be used for Martin Luth King, Jr. Day.

Upon MOTION by Director Crane, seconded by Director Nederhood, and carried (6-1), the Board approved adding Martin Luther King, Jr. Day (third Monday in January) to the District's holiday schedule, by the following roll call vote:

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

INFORMATION CALENDAR

GENERAL MANAGER'S REPORT, FEBRUARY 2023

Interim General Manager De La Torre advised that the full General Manager's report was included in the Board packet. He highlighted the MET Board retreat, noting that a full report would be provided to the Board in March.

The Board received and filed the report as presented.

MWDOC GENERAL INFORMATION ITEMS

a. BOARD OF DIRECTORS

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

Director Nederhood advised that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning, and Executive, Committee meetings, as well as the Workshop and Regular Board meetings, two MET Board meetings, the WACO and WACO Planning meetings, and the ISDOC luncheon. He noted that he met with staff and worked on an Executive Summary for the Water Supply Report.

Director Dick stated that he attended all of the regularly scheduled MWDOC meetings, except the Planning & Operations Committee meeting (Administration & Finance, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the Water Policy dinner, the regularly scheduled MET Board and Committee meetings, the MET Finance, Audit, Insurance and Real Property Committee pre-meeting, the South Orange County Economic Coalition meeting, a meeting with Directors Crane and Tamaribuchi, the

ISDOC Executive Committee meeting, the MET Caucus, the Special MET Board meeting, the MET Board retreat, and two receptions for Adan Ortega.

Director McVicker reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop Board meeting and Regular Board meetings), the MET Committee meetings, the ISDOC Executive Committee and ISDOC luncheon meetings, the South Orange County Economic Coalition meeting, the WACO meeting, the Water Policy dinner, the MET Board retreat, and the OCBC Infrastructure Committee meeting.

Director Seckel advised that he attended the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the regularly scheduled MET Board and Committee meetings, his MET swearing in event, the Adan Ortega reception, the MET Board retreat, MET's new director orientation, and the MET and MWDOC Caucus meetings. He noted that he gave a presentation to the Leisure World Leadership Group.

Director Crane reported on attending the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the MET Board retreat, a meeting with Directors Dick and Tamaribuchi, a meeting with a MNWD Director, and the Colorado River inspection trip.

Director Thomas stated that he attended the regularly scheduled MWDOC meetings, (the Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the Adan Ortega reception, the WACO meeting, and the MET Board and Committee meetings.

Director Yoo Schneider advised that she attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the Laguna Beach County Water District Board and Commission meetings, the SMWD Board and Committee meetings, SCWD Board meeting, and the Water Environment Federation's (WEF) Circular Water Economy Advisory meeting.

a. REQUESTS FOR FUTURE AGENDA TOPICS

Director Nederhood requested an update on the MET/SDCWA litigation matters be provided to the Board at an upcoming meeting.

CLOSED SESSION ITEMS

At 9:26 a.m., Legal Counsel Byrne announced that the Board would adjourn to closed session to discuss the following matters:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Interim General Manager

Government Code Section 54957

CONFERENCE WITH LABOR NEGOTIATORS

District Designated Representatives: Joseph Byrne, Legal Counsel

Unrepresented Employee: Interim General Manager

Government Code Section 54957.6

RECONVENE FROM CLOSED SESSION

At 9:58 a.m., the Board reconvened and Legal Counsel Byrne advised that no reportable action was taken in closed session.

CONSIDER EMPLOYMENT CONTRACT FOR INTERIM GENERAL MANAGER

Legal Counsel Byrne summarized a potential MOTION for the Board to enter into an employment contract with Interim General Manager Harvey De La Torre, to include an auto allowance of \$750 per month, a salary of \$290,000 per year (retroactive to January 1, 2023), a vacation cap of 400 hours, and if not selected as General Manager, he would return to his position of Assistant General Manager, incorporating the FY 2023-24 salary pool increases to his salary.

Upon MOTION by Director McVicker, seconded by Director Crane, and carried (7-0), the Board authorized Legal Counsel to draft a contract with Interim General Manager Harvey De La Torre, as described above. Such action was taken by the following roll call vote:

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

ADJOURNMENT

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

Respectfully submitted,

Maribeth Goldsby, Secretary

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

Jointly with the
PLANNING & OPERATIONS
February 6, 2023 – 8:30 a.m. to 9:43 a.m.

Due to the current state of emergency related to the spread of COVID-19 and pursuant to Government Code Section 54953(e), the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

Committee:

Director McVicker, Chair
Director Nederhood
Director Seckel

Staff:

Harvey De La Torre, Pari Francisco,
Tina Dubuque, Hilary Chumpitazi, Rachel Davis
Heather Baez, Maribeth Goldsby, Charles
Busslinger, Rachel Waite, Joe Berg, Alex Heide,
Beth Fahl, Melissa Baum-Haley, Charles
Busslinger, Dave Anderson, Janine Schunk,
Kevin Hostert, Vicki Osborn, Damon Micalizzi,
Sam Fetter, Dave Anderson, Michelle DeCasas,
Nate Shepherd

Also, Present:

Director Megan Yoo Schneider
Director Randall Crane
Director Jeff Thomas
Linda Ackerman, MET Director
Brad Reese, Serrano WD
Dick Ackerman, Ackerman Consulting
Mike Marcus, Orange County WD
Alicia Dunkin, Orange County WD
Jim Atkinson, Mesa WD
Stacy Taylor – Mesa WD
Fred Bockmiller, Mesa WD
Kay Havens, El Toro WD
Dennis Cafferty, El Toro WD
Sherry Seitz, El Toro WD

Paul Weghorst, Irvine Ranch WD
Peer Swan, Irvine Ranch WD
Saundra Jacobs, Santa Margarita WD
Sherry Wanninger, Moulton Niguel WD
Mark Monin, El Toro WD
Kay Havens, El Toro WD
Laura Rocha, Moulton Niguel WD
Mike Gaskin, El Toro WD
Jose Vergara, El Toro WD
John Kennedy, Orange Coast WD
David Youngblood, East Orange County WD
Chuck Gibson, Santa Margarita WD
Kathryn Freshley, El Toro WD
Greg Mills, Serrano WD

Chairperson McVicker called the meeting to order at 8:30 a.m.

Secretary Goldsby conducted a roll call of the Committee members' attendance, with Directors McVicker, Nederhood, Seckel being present and Directors Yoo Schneider, Crane, and Thomas also present.

PUBLIC PARTICIPATION

There was no public participation.

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 THE MEETING

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

ACTION ITEM**CONSIDER CANDIDATES FOR ACWA/JPIA EXECUTIVE COMMITTEE ELECTION**

Ms. Heather Baez, Governmental Affairs Manager, explained that although in the past any interested MWDOC Board member would have been considered for the ACWA/JPIA Executive Committee nomination, that is currently not the case. She explained that a candidate's district must participate in all four of the JPIA's programs: Liability, Property, Workers' Compensation, and Employee Benefits, to serve on the Executive Committee. MWDOC participates in SDRMA's Workers' Compensation program, not ACWA/JPIA's.

Ms. Baez advised that Mesa Water Director Fred Bockmiller is running for re-election to the ACWA/JPIA Executive Board and has reached out to MWDOC for a concurring Resolution.

Directors Seckel, Nederhood, and Thomas voiced their support for Director Bockmiller for the ACWA/JPIA Executive nomination.

Upon MOTION by Director Seckel, seconded by Director Nederhood, and carried (3-0), the Committee recommended the Board of Directors adopt a concurring resolution in support of Mesa Water District Director Fred Bockmiller for the ACWA/JPIA Executive Committee, and direct staff to submit the concurring resolution on behalf of the District

A roll call vote was taken, with Directors McVicker, Nederhood, and Seckel voted in favor. This item will be presented to the Board on February 15, 2023.

AUTHORIZATION FOR STAFF TO ATTEND AMERICAN WATER WORKS ASSOCIATION SUSTAINABLE WATER MANAGEMENT CONFERENCE APRIL 16-19, 2023, MINNEAPOLIS, MN

Mr. Harvey De La Torre, Interim General Manager, explained that during the 2022-2023 Budget process, the Sustainable Water Management Conference location had not been determined, so an estimate of \$1,775 was included in the budget to attend this conference. It has since been determined that the conference will be held in Minneapolis, Minnesota and therefore requires Board approval for out of state travel and therefore an additional \$2,125 is being requested to allow for Director of Water Use Efficiency Joe Berg and Water Loss Control Programs Supervisor Rachel Davis to attend this conference.

Mr. Berg noted that the overall budget would not increase because unused travel funds budgeted for the Cal-Nevada Fall Conference, which was not attended, would cover these additional costs. He also noted that he and Ms. Davis will be co-presenting and sharing

MWDOC's Water Loss Control Shared Services Leak Detection work at the conference

Upon MOTION by Director Seckel, seconded by Director Nederhood, and carried (3-0), the Committee recommended the Board of Directors authorize staff to attend this year's AWWA Sustainable Water Management Conference in Minneapolis, Minnesota.

A roll call vote was taken, with Directors McVicker, Nederhood, and Seckel voted in favor. This item will be presented to the Board on February 15, 2023.

EXTENSION OF CONTRACT WITH STETSON ENGINEERING FOR CONSUMER CONFIDENCE REPORTS

Mr. Harvey De La Torre, Interim General Manager, explained that Stetson Engineering has been preparing Consumer Confidence Reports for the MWDOC Member Agencies and the cities of Fullerton, Anaheim, and Santa Ana for several years; at this time, staff is seeking an extension to their service agreement. He stated that a Request for Proposal (RFP) was not issued due to Stetson's specialization and Member Agency comfort for Stetson Engineering. He advised that staff is asking for a three-year extension instead of a single year (explaining the two proposed renewal options).

Responding to Director McVicker's inquiry, Mr. De La Torre stated that feedback from the Member Agencies regarding Stetson Engineering has been very positive.

Mr. Damon Micalizzi, Director of Public Affairs, noted that Stetson has been doing the Consumer Confidence Reports since 2006. Stetson Engineering has particular technical expertise working with the Metropolitan Water District of Southern California, Orange County Water District, and MWDOC Member Agency representatives. As such, staff is seeking to extend this agreement again for 2023. However, as the previous bid process in 2017 did not produce any competitors, staff would like to seek the Board's authorization to prepare a three-year extension.

Upon MOTION by Director Seckel, seconded by Director Nederhood, and carried (3-0), the Committee recommended the Board of Directors authorize the Interim General Manager to amend the current contract with Stetson Engineering, extending the agreement for three years, ending December 31, 2025.

A roll call vote was taken, with Directors McVicker, Nederhood, and Seckel voted in favor. This item will be presented to the Board on February 15, 2023.

DISCUSSION ITEMS

COST OF WATER USE EFFICIENCY PROGRAMS (ACRE-FOOT COST)

Mr. Harvey De La Torre, Interim General Manager, explained that per the Directors' request, this item will present on the per Acre-Foot (AF) cost of the various water use efficiency (WUE) programs and activities that the District administers and offers to the service area.

Joe Berg, Director of Water Use Efficiency, explained that the report was based on calendar year (CY) 2021 program implementation, estimated lifetime water savings, and total program costs are utilized to calculate a program cost on a per AF basis.

There was a robust conversation regarding different programs, costs, and the cost savings of those programs.

Per Director Seckel's request, Ms. Melissa Baum-Haley, Principal Water Resources Analyst, will determine if MET has reviewed the Pacific Institute Report.

The Committee received and filed this report.

INFORMATION ITEMS

2023 WATER POLICY FORUM & DINNER SCHEDULE (oral report)

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 McVicker adjourned the meeting at 9:43 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

February 8, 2023 – 8:30 a.m. to 11:39 a.m.

Due to the current state of emergency related to the spread of COVID-19 and pursuant to Government Code Section 54953(e), the meeting was held via the Zoom Webinar application; all Brown Act requirements were complied with.

A&F Committee:

Director Larry Dick
Director Jeff Thomas
Director Randy Crane

Staff:

Harvey De La Torre, Alex Heide, Beth Fahl,
Cathy Harris, Charles Busslinger, David Anderson,
Harvey De La Torre, Heather Baez,
Hilary Chumpitazi, Janine Schunk,
Damon Micalizzi, Joe Berg, Judy Roberts,
Katie Davanaugh, Kevin Hostert, Lina Gunawan,
Maribeth Goldsby, Melissa Baum-Haley,
Michelle DeCasas, Pari Francisco, Rachel Davis,
Rachel Waite, Sam Fetter, Steven Hung,
Tina Fann, Vicki Osborn

Also Present:

Director Al Nederhood
Director Bob McVicker
Director Megan Yoo Schneider
Director Karl Seckel

MWDOC Met Director Linda Ackerman
MWDOC MET Director, Dennis Erdman

Brad Reese, Serrano Water District
Brett Barbre, Yorba Linda Water District
Chip Monaco, Santa Margarita Water District
Donald Froelich, Moulton Niguel Water District
Dick Ackerman, MWDOC consultant
Daniel Ferons, Santa Margarita Water District
Dan Rodrigo, CDM Smith
David Youngblood, East Orange County Water
Dennis Cafferty, El Toro Water District
Doug Reinhart, Irvine Ranch Water District
Fernando Paludi, Trabuco Canyon Water District
Greg Mills, Serrano Water District
Jennifer Lopez, South Coast Water District
Jim Atkinson, Mesa Water
Joe Byrne, MWDOC legal counsel, BBK
John Kennedy, Orange County Water District
Jose Vergara, El Toro Water
Kathryn Freshley, El Toro Water District
Kay Havens, El Toro Water District
Kristy Khachigian, consultant
Mark Monin, El Toro Water District
Michael Perea, Trabuco Canyon

Mike Gaskins, El Toro Water District
Mike Markus, Orange County Water District
Paul Weghorst, Irvine Ranch Water District
Peer Swan, Irvine Ranch Water District
Saundra Jacobs, Santa Margarita Water District
Sherry Wanninger, Moulton Niguel Water District
Wayne Miller, Yorba Linda Water District

At 8:30 a.m., Director Dick called the meeting to order, via the Zoom webinar application.

ROLL CALL

Secretary Goldsby conducted a roll call attendance of the Committee members with Directors Dick, Crane and Thomas acknowledging attendance for the Administration and Finance Committee; and Directors McVicker, Nederhood, Seckel and Yoo Schneider also present.

PUBLIC COMMENTS

No comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

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

Interim General Manager Harvey De La Torre noted that the following items were distributed to the Board and made available to the public; these are: 1) Orange County Water District letter (regarding Metropolitan Water District priorities) and 2) Irvine Ranch Water District letter (regarding reserves), as well as updated budget items.

PROPOSED BOARD CONSENT CALENDAR ITEMS

TREASURER'S REPORT

- a. Revenue/Cash Receipt Report – January 2022
- b. Disbursement Approval Report for the month of February 2023
- c. Disbursement Ratification Report for the month of January 2022
- d. GM Approved Disbursement Report for the month of January 2022
- e. Consolidated Summary of Cash and Investment – December 2022
- f. OPEB and Pension Trust Fund statements

The Committee reviewed the Treasurer's Report and upon MOTION by Director Thomas, seconded by Director Crane and carried (3-0), the Committee recommended approval of the Treasurer's Report at the February 15, 2023 Board meeting. The vote was taken via roll call with Directors Dick, Crane and Thomas all voting in favor.

FINANCIAL REPORT

- a. Combined Financial Statements and Budget Comparative for the Period Ending December 31, 2022

b. Quarterly Budget Review

The Committee reviewed the Financial Report and upon MOTION by Director Thomas, seconded by Director Crane and carried (3-0), the Committee recommended approval of the Financial Report at the February 15, 2023 Board meeting. The vote was taken via roll call with Directors Dick, Crane and Thomas all voting in favor.

ACTION ITEMS

AUTHORIZE CONTRACT FOR INFORMATION TECHNOLOGY (IT) CONSULTANT FOR IT SUPPORT SERVICES

The Committee reviewed the Contract for IT Consulting Support Services and upon MOTION by Director Thomas, seconded by Director Crane and carried (3-0), the Committee recommended approval of the Contract for Information Technology (IT) Consultant for IT Support Services at the February 15, 2023 Board meeting. The vote was taken via roll call with Director Dick, Crane and Thomas all voting in favor.

The Committee held discussion about security measures recently being implemented for password protection software, LastPass, and how it is utilized.

REVISIONS TO MWDOC'S RESERVE POLICY & DISTRIBUTION OF ADDITIONAL FUNDS

The Committee reviewed the staff report and held discussion regarding the District's unfunded pension liability and the amount of reserves set aside for that in the budget which are approximately \$1 million.

The Committee held lengthy discussion on the Consolidated Cash and Investment statement and the amount of money held in the various funds, including the General Fund, Water Fund, Conservation Fund, WEROC Fund and then the Designated Reserves. Hilary Chumpitazi, Accounting Manager, provided a description of each fund and its designated purposed.

Harvey De La Torre, provided a presentation (included in the staff report) which reviewed the workgroup discussions and key observations that came from those meetings, input and suggestions, proposed changes in the reserve description, designated reserve category changes, a review of the MWDOC's General fund, the availability of funds and potential uses, comments from previous Administration & Finance Committee meetings and member agency input. Mr. De La Torre also then reviewed the proposed MWDOC staff recommendations. It was noted that Brian Thomas has been the District's consultant on this item and has been facilitating discussions and proposed revisions to the policy. He was not present at this meeting.

It was reported that the reserve policy has been under review, discussion and consideration of revision for many months. Following this additional discussion and review, staff was directed to provide better clarification on how the Cash and Investment categories are listed in the Financial Report and provide a better understanding of each category. The revisions to the Reserve Policy will be returned to the Administration and Finance Committee with additional information and clarification in March.

The agenda was reorganized and presented as listed below.

DISCUSSION ITEMS**PROPOSAL TO REVISE THE DISTRICT'S HOLIDAY SCHEDULE**

Director Crane expressed the importance of recognizing the Martin Luther King, Jr. (MLK) holiday from his viewpoint, in acknowledging the significance of civil rights for all Americans. The Committee reviewed the staff report outlining the District's listing of District' holidays. It was also noted that most local and federal government agencies do recognize this holiday.

Director Dick suggested that rather than adding a holiday, employees use the designated floating holiday.

Upon MOTION by Director Crane, seconded by Director Thomas and carried (2-1), the item was referred to the February 15, 2023 Board meeting for approval of the addition of MLK to the observed District holidays. The vote was taken via roll call with Director Crane and Thomas voting in favor, Director Dick opposed.

Director Dick departed the meeting at 10:00 and Director Thomas chaired the meeting.

UPDATE REGARDING THE 2022 ORANGE COUNTY RELIABILITY STUDY

Dan Rodrigo, CDM Smith Consulting, provided a presentation to review the 2022 OC Reliability Study (OC Study) Final Results which was included in the staff report. The presentation highlighted updated information included in the OC Study, resulting from modeled changes to future water supply and demand conditions out to 2050 for Orange County and the Metropolitan Service area. These updated future supply and demand conditions included more recent information on: imported water supply availability trends, the volume of new local water supplies that Metropolitan member agencies indicated would be developed in this time frame, conservation impacts on future water demands, and plausible future climate change impacts based upon more recent climate science information. Mr. Rodrigo reviewed 5 study planning scenarios of plausible water balance "futures" and then highlighted the key results of the study.

The Committee and meeting participants reviewed the information outlined in the presentation slides and a discussion was held on the various components of water supply and water demand information included in the analysis for the study. Mr. Rodrigo completed the presentation by summarizing a number key takeaways from the study results.

INFORMATION ITEMS**SOLE SOURCE AGREEMENT WITH WHITTINGHAM PUBLIC AFFAIRS ADVISORS****SEMI-ANNUAL DIRECTORS ACTIVITIES REPORT****SEMI-ANNUAL OVERTIME REPORT****ANNUAL AUTO ALLOWANCE REPORT****DEPARTMENT ACTIVITIES REPORTS**

- a. Administration
- b. Finance and Information Technology

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

All of the informational reports were received and filed without discussion.

DISCUSSION ITEM

The Committee returned to the final Discussion item, the District budget.

MWDOC'S FIRST DRAFT BUDGET FOR FISCAL YEAR 2023-24

Mr. De La Torre, interim General Manager, provided a review of the 1st draft budget, as outlined in the staff report. Mr. De La Torre reviewed presentation slides that included information on major year-to-year changes in the current budget and the overall increase of 5% as well as the proposed increase categories and related assumptions. He reviewed core expenses, by line item. Mr. De La Torre reviewed the salary contribution pool methodology and formula. He also reviewed, rates, revenues, and operating expenses as well as staffing levels for MWDOC and WEROC. Additional information included expense category changes, WUE funding changes and choice service program. Lastly, Harvey reviewed the District's key priorities. It was reported that the 2nd review of the budget will be presented at the March Administration and Finance Committee meeting for additional consideration and budget refinements. It was noted that the expansion/addition to the WEROC facility and associated costs will be brought before the March Planning & Operations Committee meeting.

Director Crane expressed support for additional resources for District messaging and outreach within Public Affairs. Director Seckel requested that staff provide justification for the addition of staff members to the budget, including goals.

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

There being no further business brought before the Committee, the Administration & Finance meeting was adjourned at 11:39 a.m.

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
jointly with the
EXECUTIVE COMMITTEE
February 16, 2023, 8:30 a.m. to 9:15 a.m.
Zoom Webinar Application

Committee:

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

Staff:

H. De La Torre, M. Goldsby, C. Harris

Also Present:

Director Nederhood
Director Seckel
Director Crane
Director Thomas
Linda Ackerman, MWDOC/MET Dir.

Peer Swan, IRWD
Don Froelich, MNWD
Bill Moorhead, MNWD
Diane Rifkin, MNWD
Sherry Wanninger, MNWD
Mike Markus, OCWD
John Kennedy, OCWD

Sandra Jacobs, SMWD
Betty Olson, SMWD
Frank Ury, SMWD
Chip Monaco, SMWD
Greg Mills, Serrano WD
Brad Reese, Serrano WD
Dick Ackerman, Ackerman Consulting

At 8:30 a.m., President Yoo Schneider 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 items were presented.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

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

Interim General Manager De La Torre 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. Workshop Board Meeting

Although no new items were added to the agenda; the Committee discussed the MET Board retreat and asked that any handouts from the retreat (or links for access) be provided to the Board.

b. Special Board Meeting (Strategic Planning Session)

Mr. De La Torre advised that he is working with consultant Paul Brown and President Yoo Schneider in developing the outline/agenda for the meeting. President Yoo Schneider provided an overview of her vision for the meeting, noting the first one is scheduled for two hours and the second one will be approximately 4-5 hours in length. Following a brief discussion it was noted that these meetings would be held in-person only (no Zoom component). MWDOC's MET Directors were encouraged to attend.

c. Planning & Operations Committee

No new items were added to the agenda.

d. Administration & Finance Committee

Discussion was held regarding the Reserve Policy; the Board asked that the staff write-up be provided to the Board when available. No new items were added to the agenda.

e. Special Board Meeting (Elected Officials Forum)

The Committee discussed the potential topics for the April 6, 2023 Elected Officials Forum, and suggested topics include a review of MWDOC's budget and an update on water supply conditions.

President Yoo Schneider asked that staff conduct a survey on whether participants would prefer the meeting be held in-person only or with an added Zoom component.

DISCUSSION REGARDING UPCOMING ACTIVITIES OF SIGNIFICANCE

Mr. De La Torre reminded the Board that in-person meetings would commence March 1, 2023; he then provided an overview of the logistics for hybrid meetings (in-person, with a Zoom component).

(Director Dick left the meeting at 9:03 a.m.)

Mr. De La Torre advised that last year the Board authorized the District's \$15,000 contribution/participation in Solve the Water Crisis Coalition, noting that the organization

would be requesting an additional contribution for Phase 2 of its efforts. He advised that once evaluated, this contribution/request would be presented to the Board for consideration.

MEMBER AGENCY RELATIONS

Mr. De La Torre referenced OCWD's recent letter to MWDOC regarding District priorities and Committee asked that he respond to the letter.

Director Seckel asked that the issues outlined in OCWD's letter be presented to the next Joint Planning Committee (e.g., cyclic program opportunities for storage in the groundwater basin, etc.). He also reported that OCWD would be holding its workshop on consolidation on March 11th and that they are requesting a workshop with the MWDOC Board as well. President Yoo Schneider suggested that a joint workshop be discussed subsequent to OCWD holding its workshop; this item will return to Committee.

GENERAL MANAGER'S REPORTS

No new information was presented.

REVIEW AND DISCUSS DISTRICT AND BOARD ACTIVITIES

Mr. De La Torre provided an update on Director Erdman's recent health issues. Following discussion, the Committee suggested flowers be sent (to any staff or Board member) experiencing health issues or hospitalization.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 9:15 a.m.

**Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
February 2023**

WATER REVENUES


| <u>Date</u> | <u>From</u> | <u>Description</u> | <u>Amount</u> |
|-------------|--------------------------------------|--------------------------------|---------------|
| 2/02/2023 | City of Westminster | December 2022 Water deliveries | 14,591.45 |
| 2/03/2023 | Laguna Beach County Water District | December 2022 Water deliveries | 145,058.56 |
| 2/03/2023 | South Coast Water District | December 2022 Water deliveries | 347,732.77 |
| 2/06/2023 | City of Buena Park | December 2022 Water deliveries | 157,302.40 |
| 2/06/2023 | City of La Habra | December 2022 Water deliveries | 7,734.33 |
| 2/06/2023 | City of La Palma | December 2022 Water deliveries | 1,397.52 |
| 2/06/2023 | El Toro Water District | December 2022 Water deliveries | 431,022.31 |
| 2/06/2023 | Serrano Water District | December 2022 Water deliveries | 167,338.24 |
| 2/09/2023 | City of Seal Beach | December 2022 Water deliveries | 10,954.89 |
| 2/10/2023 | City of Garden Grove | December 2022 Water deliveries | 86,295.79 |
| 2/10/2023 | City of San Clemente | December 2022 Water deliveries | 515,879.25 |
| 2/10/2023 | Orange County Water District | December 2022 Water deliveries | 373,117.53 |
| 2/13/2023 | Santa Margarita Water District | December 2022 Water deliveries | 1,502,907.56 |
| 2/13/2023 | Santa Margarita Water District (ID9) | December 2022 Water deliveries | 573,770.16 |
| 2/14/2023 | City of Orange | December 2022 Water deliveries | 46,536.96 |
| 2/15/2023 | East Orange Co Water District | December 2022 Water deliveries | 528,380.49 |
| 2/15/2023 | Golden State Water Company | December 2022 Water deliveries | 689,693.18 |
| 2/15/2023 | Irvine Ranch Water District | December 2022 Water deliveries | 771,127.10 |
| 2/15/2023 | Moulton Niguel Water District | December 2022 Water deliveries | 1,526,701.62 |
| 2/15/2023 | Yorba Linda Water District | December 2022 Water deliveries | 265,188.97 |
| 2/24/2023 | City of Brea | January 2023 Water deliveries | 8,826.38 |
| 2/24/2023 | City of Garden Grove | January 2023 Water deliveries | 60,930.36 |
| 2/27/2023 | City of Fountain Valley | January 2023 Water deliveries | 6,288.41 |
| 2/27/2023 | City of Newport Beach | January 2023 Water deliveries | 299,776.69 |

TOTAL WATER REVENUES \$ 8,538,552.92

**Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
February 2023**

MISCELLANEOUS REVENUES

| <u>Date</u> | <u>From</u> | <u>Description</u> | <u>Amount</u> |
|-------------------------------------|------------------------------------|--|------------------------|
| 2/02/2023 | WePay | 2/9/2023 Water Policy dinner registrations | 11,330.26 |
| 2/13/2023 | Square | 2/9/2023 Water Policy dinner registrations | 184.86 |
| 2/27/2023 | Mesa Water District | 2/9/2023 Water Policy dinner registrations | 850.00 |
| 2/27/2023 | Santa Margarita Water District | 2/9/2023 Water Policy dinner registrations | 850.00 |
| 2/06/2023 | MyAn Bourdon/ Rockwell Automation | 9/16/2022 OC Water Summit registration | 140.00 |
| 2/23/2023 | David Anderson | Reimbursement for apparel purchase | 32.08 |
| 2/27/2023 | Charles Busslinger | Reimbursement for apparel purchase | 83.30 |
| 2/23/2023 | Cathleen Harris | Movie tickets and reimbursement for apparel purchase | 132.96 |
| 2/06/2023 | Karl Seckel | February 2023 Retiree Health insurance | 184.29 |
| 2/17/2023 | Stan Sprague | Feb-Mar 2023 Retiree Health insurance | 368.58 |
| 2/27/2023 | Keith Lyon | March 2023 Retiree Health insurance | 184.29 |
| 2/21/2023 | Igoe and Company Inc | COBRA Health and Vision insurance | 781.66 |
| 2/09/2023 | US Bank Custodial Account | Capital One and Goldman Sachs Interest payment | 7,058.86 |
| 2/24/2023 | US Bank Custodial Account | Chase Bank and Societe Generale Interest payment | 2,250.00 |
| 2/28/2023 | US Bank Custodial Account | Bank of America and FHLB Interest payment | 1,593.75 |
| 2/27/2023 | US Bank | CAL Card rebate check | 618.79 |
| 2/28/2023 | US Bank | Monthly Interest | 65.04 |
| 2/16/2023 | El Toro Water District | April 2022 Smartimer rebate program | 70.00 |
| 2/27/2023 | Irvine Ranch Water District | December 2022 Smartimer rebate program | 143.00 |
| 2/16/2023 | City of La Habra | June and August 2022 Turf Removal rebate program | 666.00 |
| 2/13/2023 | Golden State Water Company | November 2022 Turf Removal rebate program | 111.00 |
| 2/21/2023 | City of Buena Park | November 2022 Turf Removal rebate program | 444.00 |
| 2/23/2023 | El Toro Water District | December 2022 Turf Removal rebate program | 3,556.00 |
| 2/16/2023 | El Toro Water District | November 2022 Smartimer and Turf Removal rebate program | 3,576.00 |
| 2/06/2023 | City of Newport Beach | November 2022 Turf Removal and Spray to Drip rebate program | 555.00 |
| 2/09/2023 | City of Westminster | December 2022 Turf Removal and Spray to Drip rebate program | 444.00 |
| 2/10/2023 | City of Brea | December 2022 Turf Removal and Spray to Drip rebate program | 444.00 |
| 2/10/2023 | City of Tustin | December 2022 Turf Removal and Spray to Drip rebate program | 1,110.00 |
| 2/13/2023 | City of Fountain Valley | December 2022 Turf Removal and Spray to Drip rebate program | 666.00 |
| 2/13/2023 | Mesa Water District | December 2022 Turf Removal and Spray to Drip rebate program | 2,920.30 |
| 2/17/2023 | City of San Clemente | December 2022 Turf Removal and Spray to Drip rebate program | 777.00 |
| 2/17/2023 | Laguna Beach County Water District | December 2022 Turf Removal and Spray to Drip rebate program | 4,901.63 |
| 2/21/2023 | City of Buena Park | December 2022 Turf Removal and Spray to Drip rebate program | 444.00 |
| 2/21/2023 | Irvine Ranch Water District | December 2022 Turf Removal and Spray to Drip rebate program | 24,758.90 |
| 2/27/2023 | City of Orange | December 2022 Turf Removal and Spray to Drip rebate program | 1,998.00 |
| 2/06/2023 | Moulton Niguel Water District | September 2022 Smartimer, Rotating Nozzles and Turf Removal rebate program | 18,418.98 |
| 2/06/2023 | Moulton Niguel Water District | December 2022 Smartimer, Rotating Nozzles and Turf Removal rebate program | 78,407.21 |
| 2/23/2023 | El Toro Water District | September 2022 So Cal Watersmart rebate program | 690.00 |
| 2/17/2023 | City of San Clemente | October 2022 So Cal Watersmart rebate program | 625.00 |
| 2/06/2023 | Moulton Niguel Water District | December 2022 So Cal Watersmart rebate program | 600.00 |
| 2/17/2023 | City of San Clemente | December 2022 So Cal Watersmart rebate program | 250.00 |
| 2/23/2023 | El Toro Water District | December 2022 So Cal Watersmart rebate program | 230.00 |
| 2/21/2023 | City of Santa Ana | FY 2022-23 Choice Programs Billing invoice | 228.82 |
| 2/06/2023 | City of Santa Ana | Jul-Dec 2022 School Billing | 11,612.79 |
| 2/17/2023 | City of Anaheim | Jul-Dec 2022 School Billing | 15,794.22 |
| 2/13/2023 | Department of Water Resources | Apr-Jun 2022 and partial Jul-Sep 2022 Prop 1 | 133,702.27 |
| 2/23/2023 | Yorba Linda Water District | Water Loss Control Shared Services FY 2022-23 | 40.00 |
| 2/21/2023 | City of Newport Beach | Water Loss Control Shared Services FY 2022-23 | 419.00 |
| 2/21/2023 | City of Santa Ana | Water Loss Control technical assistance CY 2022 - E Source | 10,120.00 |
| 2/23/2023 | El Toro Water District | WEROC Emergency supplies for COVID-19 | 237.60 |
| TOTAL MISCELLANEOUS REVENUES | | | \$ 345,669.44 |
| TOTAL REVENUES | | | \$ 8,884,222.36 |


Harvey De La Torre, Interim General Manager


Hilary Chumplitzi, Treasurer

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of March 2023**

Item 3b

| Vendor/ Invoice | Description | Amount to Pay |
|--|---|------------------|
| Core Disbursements: | | |
| Accent Computer Solutions LLC | | |
| 156480D | Down payment for IT support services | 7,482.00 |
| 156603 | March 2023 IT support services | 7,483.00 |
| ***Total*** | | 14,965.00 |
| Ackerman Consulting-Richard C Ackerman | | |
| 1363 | February 2023 Legal and regulatory specialized consulting services | 3,500.00 |
| ***Total*** | | 3,500.00 |
| Alta FoodCraft | | |
| 12269907 | 02/07/23 Coffee and tea supplies | 110.82 |
| 12271629 | 02/21/23 Coffee and tea supplies | 134.60 |
| 12271825 | 02/23/23 Coffee and tea supplies | 66.56 |
| 12301116 | March 2023 Coffee and tea supplies | 125.00 |
| ***Total*** | | 436.98 |
| Best Best and Krieger LLP | | |
| 55401-JAN23 | January 2023 Legal Services | 19,611.70 |
| 957754 | January 2023 State Advocacy Agreement services | 8,000.00 |
| ***Total*** | | 27,611.70 |
| CDM Smith | | |
| 90172870 | February 2023 Services for water resource planning | 6,478.50 |
| ***Total*** | | 6,478.50 |
| Hunter T Cook | | |
| 33123 | January-March 2023 Retiree medical premium | 1,536.00 |
| ***Total*** | | 1,536.00 |
| CSU Fullerton ASC | | |
| AR172754 | Orange County Retail service area boundary corrections service | 10,617.04 |
| AR172755 | Legislative map updates | 215.94 |
| ***Total*** | | 10,832.98 |
| Green Thumb (Indoor Plant Care) LLC-Dedo Verde Interior | | |
| 20230278 | March 2023 Indoor plant service | 305.50 |
| ***Total*** | | 305.50 |
| Dopudja & Wells Consulting Inc | | |
| 1209 | January 2023 Consulting services on MET Strategic Issues and Priorities | 8,555.00 |
| ***Total*** | | 8,555.00 |

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of March 2023**

| Vendor/ Invoice | Description | Amount to Pay |
|---|---|------------------|
| E Source Companies LLC | | |
| 22097 | November and December 2022 MWDOC Technical Assistance Program services for Water Loss | 4,320.00 |
| 22098 | January 2023 Technical Assistance Program services for Water Loss Control | 2,520.00 |
| ***Total*** | | <u>6,840.00</u> |
| Flume Inc | | |
| 1685 | January 2023 Water Efficiency Potential and Opportunities Study | 46,125.00 |
| ***Total*** | | <u>46,125.00</u> |
| GovConnection Inc | | |
| 73781325 | Desktop Central annual license renewal | 1,607.93 |
| ***Total*** | | <u>1,607.93</u> |
| Hashtag Pinpoint Corporation | | |
| 1715 | February 2023 Social Media consultation and services | 7,913.00 |
| ***Total*** | | <u>7,913.00</u> |
| Steve Hedges | | |
| 33123 | January-March 2023 Retiree medical premium | 692.40 |
| ***Total*** | | <u>692.40</u> |
| LA Design Studio-Tony Badalato | | |
| 5618 | January-December 2022 Consulting services for MWDOC website and ADA Widgets | 3,400.00 |
| ***Total*** | | <u>3,400.00</u> |
| Lawnscape Systems Inc | | |
| 432711 | February 2023 Landscape Maintenance for Atrium | 495.00 |
| ***Total*** | | <u>495.00</u> |
| Motor Vehicle Network-RNS Communications Inc | | |
| 543790 | Water Use Efficiency digital advertising in four DMV Orange County locations | 29,580.00 |
| ***Total*** | | <u>29,580.00</u> |
| Moulton Niguel Water District | | |
| 5387526 | MET Reception Sponsor on January 31, 2023 | 320.72 |
| ***Total*** | | <u>320.72</u> |
| Natural Resource Results LLC | | |
| 4257 | February 2023 Federal legislative advocacy services | 8,000.00 |
| ***Total*** | | <u>8,000.00</u> |
| NDS | | |
| 813707 | 02/03/23 Board packet delivery service | 134.72 |
| 814231 | 02/10/23 Board packet delivery service | 134.72 |
| 814344 | 02/24/23 Board packet delivery service | 134.72 |
| ***Total*** | | <u>404.16</u> |

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of March 2023**

| Vendor/ Invoice | Description | Amount to Pay |
|-------------------------------------|---|--------------------------|
| ODP Business Solutions LLC | | |
| 285527088001 | 02/15/23 Office supplies | 49.11 |
| 285742872001 | 02/15/23 Office supplies | 73.93 |
| 288013188001 | 02/16/23 Office supplies | 45.87 |
| 292860425001 | Credit for returned item from ODP Business Solutions invoice 285742872001 | (36.96) |
| ***Total*** | | 131.95 |
| Office Solutions | | |
| I-02089170 | 02/03/23 Office supplies | 427.38 |
| I-02089509 | 02/06/23 Office supplies | 119.31 |
| I-02091233 | 02/10/23 Office supplies | 42.41 |
| I-02092651 | 02/15/23 Office supplies | 100.85 |
| I-02092904 | 02/15/23 Office supplies | 120.80 |
| I-02095056 | 02/23/23 Office supplies | 254.77 |
| I-02095583 | 02/24/23 Office supplies | 114.13 |
| I-02096339 | 02/28/23 Office supplies | 643.13 |
| I-02096559 | 02/28/23 Office supplies | 101.59 |
| I-02096728 | 03/01/23 Office supplies | 22.55 |
| I-02097299 | 03/02/23 Office supplies | 130.46 |
| ***Total*** | | 2,077.38 |
| Orange County Water District | | |
| 25136 | January 2023 Postage, shared office & maintenance expense | 10,221.34 |
| ***Total*** | | 10,221.34 |
| PeopleSpace | | |
| DEPSO1045830.1 | Furniture modifications and additional equipment | 3,762.07 |
| ***Total*** | | 3,762.07 |
| Southern Cal Water Coalition | | |
| 1717 | SCWC Annual basic membership renewal | 1,000.00 |
| ***Total*** | | 1,000.00 |
| Spectrum Business Centers | | |
| 229202 | Annual maintenance renewal for Ricoh color copier | 350.00 |
| ***Total*** | | 350.00 |
| Steven Enterprises Inc | | |
| 0460938-IN | Plotter printhead and ink cartridges | 1,696.37 |
| 0460981-IN | Plotter ink cartridge | 187.89 |
| 0461021-IN | Four Plotter printheads | 563.23 |
| ***Total*** | | 2,447.49 |
| Water System Consulting Inc | | |
| 7579 | January 2023 Water Use Efficiency Economic Analysis | 640.00 |
| ***Total*** | | 640.00 |

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of March 2023**

| Vendor/ Invoice | Description | Amount to Pay |
|--------------------------------|--|-------------------|
| Pauline D Wennerstrom | | |
| 33123 | January-March 2023 Retiree medical premium | 494.70 |
| ***Total*** | | 494.70 |
| Total Core Expenditures | | 200,724.80 |

Choice Expenditures:

| | | |
|---|---|------------------|
| Bryton Printing Inc | | |
| 17031 | Water Use Efficiency Spring 2023 Bill inserts for member agencies | 4,352.74 |
| ***Total*** | | 4,352.74 |
| Building Block Entertainment Inc | | |
| 3590-5 | February 2023 Choice Elementary School Program grades K-2 | 10,850.00 |
| ***Total*** | | 10,850.00 |
| Office Solutions | | |
| I-02094756 | 02/22/23 Office supplies for Water Loss Control Shared Services | 56.93 |
| ***Total*** | | 56.93 |
| Orange County Dept of Education | | |
| 94SI2961 | January 2023 Choice School Programs for grades 3-8 | 25,782.53 |
| ***Total*** | | 25,782.53 |
| Orange County Water District | | |
| 25136 | January 2023 Postage for Water Use Efficiency rebate programs | 88.50 |
| ***Total*** | | 88.50 |
| SubSurface Locators Inc | | |
| 230047 | 1/23 & 1/24/23 Leak Detection Equipment training | 6,255.00 |
| ***Total*** | | 6,255.00 |
| Westerly-Lane M Matsuno | | |
| 17258 | January 2023 Meter Accuracy Testing for Mesa Water District | 5,820.00 |
| ***Total*** | | 5,820.00 |
| Total Choice Expenditures | | 53,205.70 |

Other Funds Expenditures:

| | | |
|-------------------------------|---|-----------|
| E Source Companies LLC | | |
| 22098 | January 2023 Technical Assistance Program services for Water Loss Control | 21,775.00 |
| ***Total*** | | 21,775.00 |

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of March 2023**

| Vendor/ Invoice | Description | Amount to Pay |
|---------------------------------------|--|--------------------------|
| EcoTech Services Inc | | |
| 2538 Revised | January 2023 Landscape Design and Landscape Maintenance Assistance Program | 954.00 |
| ***Total*** | | 954.00 |
| El Toro Water District | | |
| 200 | October and November 2022 services for Soft Costs & Site Grading South EOC | 46,142.20 |
| ***Total*** | | 46,142.20 |
| Jill Promotions | | |
| 11643 | WEROC Logo apparel for member agency trainings and exercises | 619.70 |
| ***Total*** | | 619.70 |
| Mission RCD | | |
| 3350 | February 2023 Field inspection and verification for Water Use Efficiency rebate programs | 8,622.96 |
| ***Total*** | | 8,622.96 |
| ODP Business Solutions LLC | | |
| 293663432001 | 02/15/23 Training supplies for WEROC | 149.23 |
| ***Total*** | | 149.23 |
| TerraWorks Studio | | |
| MW0019 | January 2023 Landscape Design and Landscape Maintenance Assistance Program | 5,800.00 |
| MW0020 | February 2023 Landscape Design and Landscape Maintenance Assistance Program | 4,320.00 |
| ***Total*** | | 10,120.00 |
| Total Other Funds Expenditures | | 88,383.09 |
| Total Expenditures | | 342,313.59 |

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of February 2023**

| Name/ Date | Check/ EFT | Invoice | Description | Amount |
|--|-----------------------|----------------------|--|------------------|
| Core Disbursements: | | | | |
| Joseph Berg | | | | |
| 2/28/2023 | EFT | 11823 | January 2023 Business expense | 135.87 |
| ***Total*** | | | | 135.87 |
| Hilary Chumpitazi | | | | |
| 2/28/2023 | EFT | 12323 | January 2023 Business expense | 48.13 |
| ***Total*** | | | | 48.13 |
| Corodata Records Management Inc | | | | |
| 2/15/2023 | EFT | RS4877063 | January 2023 Records Storage Fees | 58.67 |
| ***Total*** | | | | 58.67 |
| Rachel Davis | | | | |
| 2/28/2023 | EFT | 12423 | January 2023 Business expense | 100.00 |
| ***Total*** | | | | 100.00 |
| Tina Jocelyn Fann | | | | |
| 2/28/2023 | EFT | 12423 | January 2023 Business expense | 58.96 |
| ***Total*** | | | | 58.96 |
| Lina Gunawan | | | | |
| 2/28/2023 | EFT | 11923 | January 2023 Business expense | 147.12 |
| 2/28/2023 | EFT | 121922 | December 2022 Business expense | 20.00 |
| ***Total*** | | | | 167.12 |
| Ricoh USA Inc | | | | |
| 2/28/2023 | EFT | 5066701283 | 11/1/22-1/31/23 Ricoh copier maintenance | 1,175.40 |
| ***Total*** | | | | 1,175.40 |
| Karl Seckel | | | | |
| 2/28/2023 | EFT | 10423 | January 2023 Business expense | 428.80 |
| ***Total*** | | | | 428.80 |
| Spectrum Business | | | | |
| 2/15/2023 | 141839 | 343564021023 | February 2023 Telephone expense for one fax line | 39.99 |
| 2/02/2023 | 141826 | 375210013023 | February 2023 Telephone and internet expense | 1,428.62 |
| ***Total*** | | | | 1,468.61 |
| US Bank | | | | |
| 2/15/2023 | 141840 | 0208/4192/8910-JAN23 | 12/22/22-01/23/23 Cal Card Charges | 13,872.62 |
| ***Total*** | | | | 13,872.62 |

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of February 2023**

| Name/ Date | Check/ EFT | Invoice | Description | Amount |
|---------------------------------------|-----------------------|----------------|---|---------------------|
| Verizon Wireless | | | | |
| 2/02/2023 | 141827 | 9926071188 | January 2023 4G Mobile broadband unlimited service | 114.03 |
| ***Total*** | | | | 114.03 |
| Total Core Disbursements | | | | 17,628.21 |
| Choice Disbursements: | | | | |
| Rachel Davis | | | | |
| 2/28/2023 | EFT | 12423 | January 2023 Business expense | 72.06 |
| ***Total*** | | | | 72.06 |
| US Bank | | | | |
| 2/15/2023 | 141840 | 8910-JAN23 | 12/22/22-01/23/23 Cal Card Charges | 479.13 |
| ***Total*** | | | | 479.13 |
| US Bank Voyager Fleet Systems | | | | |
| 2/15/2023 | EFT | 8694349932304 | 12/25/22-1/24/23 Fuel for Water Loss Control Shared Services vehicles | 498.74 |
| ***Total*** | | | | 498.74 |
| Total Choice Disbursements | | | | 1,049.93 |
| Other Funds Disbursements: | | | | |
| AT&T | | | | |
| 2/28/2023 | 141941 | 19416963 | January 2023 Telephone expense for WEROC Primary & N. EOC | 469.91 |
| ***Total*** | | | | 469.91 |
| Mesa Water District | | | | |
| 2/15/2023 | EFT | 11033 | December 2022 Credit for Local Resources program | 4,552.54 |
| ***Total*** | | | | 4,552.54 |
| Metropolitan Water District | | | | |
| 2/28/2023 | EFT22823 | 11002 | December 2022 Water deliveries | 9,416,396.31 |
| ***Total*** | | | | 9,416,396.31 |
| Santa Margarita Water District | | | | |
| 2/28/2023 | EFT | 123122 | December 2022 SCP Operation Surcharge | 22,572.23 |
| ***Total*** | | | | 22,572.23 |

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of February 2023**

| Name/ Date | Check/ EFT | Invoice | Description | Amount |
|-------------------------------------|---------------|----------------------------|---|------------------|
| Santiago Aqueduct Commission | | | | |
| 2/28/2023 | 141945 | 123122 | December 2022 SAC Pipeline Operation Surcharge | 2,710.72 |
| ***Total*** | | | | 2,710.72 |
| Spray to Drip Rebate | | | | |
| 2/27/2023 | 141843 | S2D5-C-IRWD-44331-18708 | Alton Business Assn (Irvine) | 12,554.50 |
| 2/27/2023 | 141911 | S2D5-C-O-44331-18652 | Rivertrail Lds (Orange) | 6,123.00 |
| 2/27/2023 | 141854 | S2D5-C-YLWD-43331-18307-PA | City Of Yorba Linda (Yorba Ranch/Via Vicente LSC) | 7,368.50 |
| 2/27/2023 | 141901 | S2D5-R-BREA-47083-18768 | A. Nguyen | 550.50 |
| 2/27/2023 | 141916 | S2D5-R-HB-47593-18909 | E. San Filippo | 393.50 |
| 2/27/2023 | 141923 | S2D5-R-IRWD-47855-18988 | G. Soto | 557.66 |
| 2/27/2023 | 141881 | S2D5-R-IRWD-47942-19006 | D. Kleiman | 1,974.00 |
| 2/27/2023 | 141845 | S2D5-R-O-47320-18873 | J. Barnes | 807.00 |
| 2/27/2023 | 141859 | S2D5-R-SC-42376-18274 | M. Currie | 2,607.00 |
| 2/27/2023 | 141928 | S2D6-C-MNT-48073-19036 | Sunbelt Investment (Laguna Niguel) | 14,905.10 |
| 2/27/2023 | 141873 | S2D6-R-IRWD-48735-19197 | S. Hay | 1,480.00 |
| 2/27/2023 | 141925 | S2D6-R-IRWD-49489-19526 | T. Steelsmith | 620.80 |
| 2/27/2023 | 141914 | S2D6-R-O-48826-19217 | S. Rudkin | 1,434.00 |
| 2/27/2023 | 141903 | S2D6-R-SM-49598-19521 | T. Nguyen | 243.50 |
| 2/27/2023 | 141919 | S2D6-R-SOCO-49610-19517 | J. Shields | 751.00 |
| 2/27/2023 | 141935 | S2D6-R-SOCO-49755-19590 | T. Whetsell | 1,301.00 |
| 2/27/2023 | 141882 | S2D6-R-TUST-48375-19209 | C. Kroner | 195.00 |
| ***Total*** | | | | 53,866.06 |
| Turf Rebate | | | | |
| 2/27/2023 | 141892 | TR12-R-SC-38717-37617 | J. McColgan | 2,116.00 |
| 2/27/2023 | 141912 | TR14-C-TC-41972-41235 | Robinson Ranch Community Assc (Trabuco Canyon) | 73,524.00 |
| 2/27/2023 | 141853 | TR14-R-MNT-42159-40893 | J. Calmes | 2,000.00 |
| 2/27/2023 | 141860 | TR14-R-SC-42376-41092 | M. Currie | 5,214.00 |
| 2/27/2023 | 141850 | TR15-C-BREA-4463-45014 | Brea Sommerset Community Assc (Brea) | 13,196.00 |
| 2/27/2023 | 141927 | TR15-C-EOWD-42684-46480 | Stonehenge HOA (Orange) | 15,828.00 |
| 2/27/2023 | 141847 | TR15-C-HB-4463-44962-ADJ | Beachwalk HOA (Huntington Beach) | 21,362.85 |
| 2/27/2023 | 141934 | TR15-C-IRWD-44434-46259 | Westpark Maintenance District (Irvine) | 4,206.00 |
| 2/27/2023 | 141848 | TR15-C-MNT-38652-45468 | Bear Brand Master (14 Cameo Crest, Laguna Niguel) | 4,353.00 |
| 2/27/2023 | 141906 | TR15-C-MNT-38652-45988 | Ocean Ranch at Bear Brand(Laguna Niguel) | 29,397.00 |
| 2/27/2023 | 141842 | TR15-C-MNT-38663-43163-ADJ | Aliso Villas Condominium Assc 2 (Mission Viejo) | 28,748.00 |
| 2/27/2023 | 141855 | TR15-C-YLWD-44691-43331-PA | City Of Yorba Linda (Yorba Ranch/Via Vicente LSC) | 38,605.00 |
| 2/27/2023 | 141890 | TR15-R-BREA-46431-45069 | T. Machock | 4,461.00 |
| 2/27/2023 | 141862 | TR15-R-GG-46712-45344 | J. Demko | 4,608.00 |
| 2/27/2023 | 141871 | TR15-R-HB-46902-45528 | S. Hari | 2,604.00 |
| 2/27/2023 | 141858 | TR15-R-HB-47086-45686 | A. Cruz | 903.00 |
| 2/27/2023 | 141865 | TR15-R-HB-47268-45864 | C. Frieder | 1,392.00 |
| 2/27/2023 | 141922 | TR15-R-HB-47338-45940 | N. Sink | 903.00 |
| 2/27/2023 | 141917 | TR15-R-HB-47593-46180 | E. San Filippo | 2,361.00 |
| 2/27/2023 | 141902 | TR15-R-IRWD-47009-45622 | H. Nguyen | 2,656.00 |
| 2/27/2023 | 141924 | TR15-R-IRWD-47855-46434 | G. Soto | 1,584.00 |
| 2/27/2023 | 141877 | TR15-R-IRWD-47966-46541 | A. Inoue | 848.00 |

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of February 2023**

| Name/ Date | Check/ EFT | Invoice | Description | Amount |
|--------------------------------|---------------|-------------------------|-------------------------------------|-----------|
| Turf Rebate - Continued | | | | |
| 2/27/2023 | 141913 | TR15-R-MESA-46659-45293 | J. Rozak | 8,250.00 |
| 2/27/2023 | 141938 | TR15-R-MNT-46325-44951 | E. Yap | 6,216.00 |
| 2/27/2023 | 141897 | TR15-R-MNT-46620-45259 | W. Morgan | 2,016.00 |
| 2/27/2023 | 141846 | TR15-R-O-47320-45933 | J. Barnes | 3,399.00 |
| 2/27/2023 | 141905 | TR15-R-O-47532-46201 | H. Nishizaki | 1,176.00 |
| 2/27/2023 | 141849 | TR15-R-O-47698-46339 | D. Booth | 1,791.00 |
| 2/27/2023 | 141893 | TR15-R-SC-44194-42826 | E. Mervis | 1,353.00 |
| 2/27/2023 | 141930 | TR15-R-SC-47567-46149 | W. Thompson | 1,653.00 |
| 2/27/2023 | 141868 | TR15-R-TUST-48139-46698 | T. Goeden | 7,866.00 |
| 2/27/2023 | 141931 | TR15-R-WEST-47459-46056 | H. Tran | 1,191.00 |
| 2/27/2023 | 141898 | TR15-R-YLWD-46403-45041 | S. Nathan | 1,107.00 |
| 2/27/2023 | 141878 | TR15-R-YLWD-46993-45605 | S. James | 855.00 |
| 2/27/2023 | 141885 | TR16-C-IRWD-48787-47302 | Laurelwood HOA (Tustin) | 41,355.00 |
| 2/27/2023 | 141895 | TR16-C-IRWD-48896-47423 | Min-E-Con LLC (Irvine) | 19,535.00 |
| 2/27/2023 | 141929 | TR16-C-MNT-48073-46634 | Sunbelt Investment (Laguna Niguel) | 54,663.00 |
| 2/27/2023 | 141857 | TR16-C-O-38663-46928 | Cowan Hills Community Assc (Orange) | 9,816.00 |
| 2/27/2023 | 141888 | TR16-R-BP-49190-47721 | K. Lee | 5,091.00 |
| 2/27/2023 | 141937 | TR16-R-BREA-44569-47433 | Y. Xia | 2,496.00 |
| 2/27/2023 | 141932 | TR16-R-ETWD-49531-48144 | A. Venanzi | 5,812.00 |
| 2/27/2023 | 141886 | TR16-R-FV-48841-47363 | W. Le Bouvier | 1,770.00 |
| 2/27/2023 | 141894 | TR16-R-HB-48197-46747 | G. Mihram | 4,242.00 |
| 2/27/2023 | 141880 | TR16-R-HB-48329-46876 | S. Klauss | 1,225.57 |
| 2/27/2023 | 141940 | TR16-R-HB-48762-47277 | N. Ziboroff | 1,370.49 |
| 2/27/2023 | 141933 | TR16-R-HB-48827-47354 | M. Weber | 999.00 |
| 2/27/2023 | 141852 | TR16-R-HB-49162-47694 | M. Bustillo-Sakhai | 2,568.00 |
| 2/27/2023 | 141851 | TR16-R-HB-49163-47695 | R. Bruno | 3,102.00 |
| 2/27/2023 | 141876 | TR16-R-IRWD-48692-47219 | K. Hwang | 2,095.00 |
| 2/27/2023 | 141856 | TR16-R-IRWD-48724-47246 | C. Constantin | 2,780.00 |
| 2/27/2023 | 141874 | TR16-R-IRWD-48735-47260 | S. Hay | 3,160.00 |
| 2/27/2023 | 141879 | TR16-R-IRWD-48972-47496 | A. Jeffs | 2,285.00 |
| 2/27/2023 | 141907 | TR16-R-IRWD-49418-47931 | S. Ongkeko | 815.00 |
| 2/27/2023 | 141875 | TR16-R-IRWD-49423-47937 | K. Huynh | 1,280.00 |
| 2/27/2023 | 141867 | TR16-R-IRWD-49449-47966 | P. Glass | 1,635.00 |
| 2/27/2023 | 141926 | TR16-R-IRWD-49489-48006 | T. Steelsmith | 2,720.00 |
| 2/27/2023 | 141936 | TR16-R-IRWD-49566-48080 | G. Wiedeman | 1,585.00 |
| 2/27/2023 | 141864 | TR16-R-IRWD-49623-48143 | K. Fan | 1,320.00 |
| 2/27/2023 | 141918 | TR16-R-LB-49377-47897 | J. Sanson | 17,375.00 |
| 2/27/2023 | 141884 | TR16-R-MESA-48324-46871 | M. Laney | 1,695.00 |
| 2/27/2023 | 141887 | TR16-R-MNT-48422-46960 | D. Lee | 4,680.00 |
| 2/27/2023 | 141899 | TR16-R-MNT-48441-47083 | M. Navid | 7,356.00 |
| 2/27/2023 | 141863 | TR16-R-MNT-48893-47422 | D. Dung | 1,867.16 |
| 2/27/2023 | 141869 | TR16-R-MNT-48894-47420 | J. Golden | 4,444.00 |
| 2/27/2023 | 141870 | TR16-R-MNT-49304-47815 | R. Hand | 6,408.00 |
| 2/27/2023 | 141872 | TR16-R-MNT-49467-47981 | M. Harley | 3,124.00 |
| 2/27/2023 | 141915 | TR16-R-MNT-49485-48000 | H. Salhi | 2,340.00 |
| 2/27/2023 | 141861 | TR16-R-MNT-49546-48064 | M. D'Alessio | 2,400.00 |

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of February 2023**

| Name/ Date | Check/ EFT | Invoice | Description | Amount |
|--|---------------|-------------------------|--|----------------------|
| Turf Rebate - Continued | | | | |
| 2/27/2023 | 141844 | TR16-R-O-48494-47028 | S. Arnold | 7,383.00 |
| 2/27/2023 | 141891 | TR16-R-O-49536-48054 | D. Master | 2,085.00 |
| 2/27/2023 | 141896 | TR16-R-SB-48955-47479 | T. Moore | 1,125.00 |
| 2/27/2023 | 141908 | TR16-R-SM-48696-47224 | S. Ramirez | 3,140.32 |
| 2/27/2023 | 141900 | TR16-R-SM-49111-48208 | M. Newsom | 1,533.00 |
| 2/27/2023 | 141866 | TR16-R-SM-49425-47939 | M. Ghattas | 3,870.00 |
| 2/27/2023 | 141909 | TR16-R-SM-49518-48033 | T. Real | 960.00 |
| 2/27/2023 | 141910 | TR16-R-SM-49555-48070 | Z. Riesz | 2,580.00 |
| 2/27/2023 | 141904 | TR16-R-SM-49598-48113 | T. Nguyen | 1,461.00 |
| 2/27/2023 | 141939 | TR16-R-SM-49614-48135 | H. Yoo | 861.00 |
| 2/27/2023 | 141921 | TR16-R-SOCO-49303-47846 | P. Silverberg | 1,806.00 |
| 2/27/2023 | 141920 | TR16-R-SOCO-49610-48132 | J. Shields | 4,149.00 |
| 2/27/2023 | 141883 | TR16-R-TUST-48375-46920 | C. Kroner | 978.00 |
| 2/27/2023 | 141841 | TR16-R-TUST-49645-48166 | V. Alasti | 1,731.00 |
| 2/27/2023 | 141889 | TR16-R-YLWD-49448-47964 | M. Lines | 2,229.00 |
| ***Total*** | | | | 559,043.39 |
| US Bank | | | | |
| 2/15/2023 | 141840 | 6066-JAN23 | 12/22/22-01/23/23 Cal Card Charges | 767.15 |
| ***Total*** | | | | 767.15 |
| Verizon Wireless | | | | |
| 2/02/2023 | 141827 | 9926071188 | January 2023 4G Mobile broadband unlimited service | 76.02 |
| ***Total*** | | | | 76.02 |
| Total Other Funds Disbursements | | | | 10,060,454.33 |
| Total Disbursements | | | | 10,079,132.47 |


Harvey De La Torre, Interim General Manager


Hilary Chumpitazi, Treasurer

Cal Card Charges
Statement Date: January 23, 2023
Payment Date: February 15, 2023

| Date | Description | Amount |
|------------------------------|--|-----------------|
| General Manager Card: | | |
| 12/21/2022 | Colorado River Water Users Association Annual Conference from December 12-16, 2022 in Las Vegas, NV - Accommodation credit for Director Thomas | (36.82) |
| 12/28/2022 | CSMFO Orange County Chapter Meeting on January 19, 2023 in Irvine, CA - Registration for H. Chumpitazi | 50.00 |
| 1/03/2023 | Grant Writing USA workshop from January 23-24, 2023 in Anaheim, CA - Registration for S. Fetter and T. Fann | 990.00 |
| 1/04/2023 | Government Finance Officers Association Annual Governmental GAAP Update Live Streaming Event from January 10-12, 2023 - Registration for H. Chumpitazi | 180.00 |
| 1/05/2023 | ACWA Fall Conference from November 29-December 1, 2022 in Indian Wells, CA - Accommodation credit for D. Micalizzi from cancelled reservation | (171.26) |
| 1/11/2023 | State Water Regional Control Board Meeting on January 18, 2023 in Sacramento, CA - Airfare for J. Berg | 424.97 |
| 1/13/2023 | ACWA DC 2023 Conference from February 28 - March 2, 2023 in Washington, D.C. - Registration for H. Baez and M. Baum Haley | 1,598.00 |
| 1/13/2023 | Urban Water Institute Spring Conference from February 22-24, 2023 in Palm Springs, CA - Accommodations deposit for Director Nederhood, Director Crane, Director Thomas, D. Micalizzi, and A. Heide | 1,052.40 |
| 1/17/2023 | Urban Water Institute Spring Water Conference from February 22-24, 2023 in Palm Springs, CA - Registration for D, Micalizzi, A. Heide, Director Crane, Director Nederhood and Director Thomas | 2,725.00 |
| 1/18/2023 | California Special Districts Association Leadership Academy from February 26 - March 1, 2023 in La Quinta, CA - Registration for Director Crane | 625.00 |
| 1/19/2023 | State Water Control Resource Board Meeting on January 18, 2023 in Sacramento, CA - Accommodations for J. Berg | 354.81 |
| Total: | | 7,792.10 |
| Administration Card: | | |
| 12/22/2022 | Orange County Water Association Membership renewal | 250.00 |
| 12/24/2022 | 4,000 Laser Bottom Checks | 791.69 |
| 12/24/2022 | 11/25/22-12/24/22 Webhosting charge for Mwdoc.com | 15.65 |
| 12/28/2022 | Remaining service to update Water Billing Access file to be compatible with Office 365 x64 | 1,102.00 |
| 12/29/2022 | Two Siphon pumps for Water Loss Control Shared Services from Sprinkler Warehouse | 112.88 |
| 12/29/2022 | Uniform boots for Water Loss Control Shared Services staff member | 147.38 |
| 12/29/2022 | Uniform pants for Water Loss Control Shared Services staff member | 152.20 |
| 1/03/2023 | Toll Road charge for Water Loss Control Shared Services vehicles | 66.67 |
| 1/06/2023 | California Landscape Contractors Association-Orange County Chapter annual membership renewal | 1,625.00 |
| 1/18/2023 | 1/18/23 Supply order | 101.18 |
| 1/19/2023 | Sympathy flowers for non staff member | 122.74 |
| Total: | | 4,487.39 |

Cal Card Charges
Statement Date: January 23, 2023
Payment Date: February 15, 2023

| Date | Description | Amount |
|-----------------------------|--|-----------------|
| Public Affairs Card: | | |
| 12/03/2022 | Translation services for WEEA career brochures from Apex translations | 1,260.31 |
| 1/02/2023 | 1/2/23-2/1/23 Zoom Video Communications fee with audio licenses | 174.93 |
| 1/03/2023 | January 2023 Public Storage Unit for Public Affairs | 485.00 |
| 1/12/2023 | Translation services for WEEA career brochures from Fiverr | 100.52 |
| 1/18/2023 | Glass bottle engraving | <u>51.50</u> |
| Total: | | 2,072.26 |
| WEROC Card: | | |
| 10/01/2022 | American Water Works Association membership for V. Osborn | 311.00 |
| 12/27/2022 | California Emergency Services Association membership for V. Osborn | 75.00 |
| 12/28/2022 | January 2023 FormShift fee for form templates | 37.00 |
| 1/04/2023 | Survey Monkey annual subscription renewal for training and agency coordination | 324.77 |
| 1/09/2023 | 1/9/23 Office supplies | <u>19.38</u> |
| Total: | | 767.15 |

¹ Order cancelled and credit received 1/24/23

Municipal Water District of Orange County
GM Approved Disbursement Report ⁽¹⁾
For the Month of February 2023

| Name/ Date | Check/ EFT | Invoice | Description | Amount |
|--|------------|---------|---------------------------------------|--------|
| Core Disbursements: | | | | |
| Corporate Business Interiors Inc | | | | |
| 2/02/2023 | 141825 | 56695 | Schedule signage for conference rooms | 606.29 |
| ***Total*** | | | | 606.29 |
| Total Core Disbursements | | | | 606.29 |
| Choice Disbursements: | | | | |
| Total Choice Disbursements | | | | - |
| Other Funds Disbursements: | | | | |
| Total Other Funds Disbursements | | | | - |
| Total Disbursements | | | | 606.29 |


 Harvey De La Torre, Interim General Manager


 Hilary Chumitazi, 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.



Item 3c

Municipal Water District of Orange County Consolidated Summary of Cash and Investment January 31, 2023

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

Megan Yoo Schneider, P.E.
President

Bob McVicker, P.E., D.WRE
Vice President

Randall Crane, Ph.D.
Director

Larry D. Dick
Director

Al Nederhood
Director

Karl W. Seckel, P.E.
Director

Jeffery M. Thomas
Director

Harvey De La Torre
Interim 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
Santa Margarita Water District
City of Seal Beach
Serrano Water District
South Coast Water District
Trabuco Canyon Water District
City of Tustin
City of Westminster
Yorba Linda Water District

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

| Fund | Book Value | % of Portfolio |
|---------------------------|---------------------|----------------|
| Designated Reserves | | |
| General Operations | \$3,738,505 | 24.50% |
| Grant & Project Cash Flow | 1,500,000 | 9.83% |
| Election Expense | 461,678 | 3.03% |
| Building Repair | 436,542 | 2.86% |
| OPEB | 297,147 | 1.95% |
| Total Designated Reserves | 6,433,872 | 42.17% |
| General Fund | \$8,197,650 | 53.72% |
| Water Fund | 1,623,073 | 10.64% |
| Conservation Fund | (1,483,581) | (9.72%) |
| WEROC Fund | 468,655 | 3.07% |
| Trustee Activities | 18,540 | 0.12% |
| Total | \$15,258,209 | 100.00% |

The funds are invested as follows:

| Term of Investment | % of Portfolio | Book Value | Market Value |
|---------------------------|----------------|---------------------|---------------------|
| Cash | 1.25% | \$190,594 | \$190,594 |
| Short-term investment | | | |
| • LAIF | 51.78% | 7,900,301 | 7,900,301 |
| • OCIP | 26.66% | 4,067,389 | 4,067,389 |
| Long-term investment | | | |
| • US Government Issues | 1.64% | 249,925 | 225,920 |
| • Corporate Bond | 7.86% | 1,200,000 | 1,079,759 |
| • Certificates of Deposit | 10.81% | 1,650,000 | 1,586,165 |
| Total | 100.00% | \$15,258,209 | \$15,050,128 |

The average number of days to maturity/call as of January 31, 2023 equaled 126 and the average yield to maturity is 2.484%. During the month, the District's average daily balance was \$24,572,096.98. Funds were invested in US Bank Checking Account, Negotiable Certificate of Deposits, Corporate Bonds, US Government Issues, Local Agency Investment Funds (LAIF) and Orange County Investment Pool (OCIP) during the month of January 2023.

The (\$208,081) difference between the book value and the market value on January 31, 2023 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.


Harvey De La Torre
Interim General Manager


Hilary Churpitzay
Treasurer



MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

Portfolio Management - Portfolio Summary January 31, 2023

| 1/31/2023 | Par Value | Market Value | Book Value | % of Portfolio | Days to Mat/Call | YTM @ Cost |
|-----------------------------------|----------------------|----------------------|----------------------|----------------|------------------|--------------|
| Negotiable Certificate Of Deposit | 1,650,000.00 | 1,586,165.00 | 1,650,000.00 | 10.96 | 828 | 2.762 |
| Corporate Bond | 1,200,000.00 | 1,079,759.00 | 1,200,000.00 | 7.96 | 431 | 1.518 |
| US Government Issues | 250,000.00 | 225,920.00 | 249,924.91 | 1.66 | 26 | 0.860 |
| Local Agency Investment Funds | 7,900,300.92 | 7,900,300.92 | 7,900,300.92 | 52.43 | 1 | 2.416 |
| Orange County Investment Pool | 4,067,389.09 | 4,067,389.09 | 4,067,389.09 | 26.99 | 1 | 2.887 |
| Total Investments | 15,067,690.01 | 14,859,534.01 | 15,067,614.92 | 100.00 | 126 | 2.484 |

| | | | | | | |
|-----------------------------------|----------------------|----------------------|----------------------|--|------------|--------------|
| Cash | | | | | | |
| Cash | 190,593.77 | 190,593.77 | 190,593.77 | | 1 | 0.00 |
| Total Cash and Investments | 15,258,283.78 | 15,050,127.78 | 15,258,208.69 | | 126 | 2.484 |

| | | |
|---------------------------------|-----------------------------|----------------------------|
| Total Earnings | Month Ending January | Fiscal Year to Date |
| Current Year | 48,325.74 | 273,060.81 |
| Average Daily Balance | 24,572,096.98 | |
| Effective Rate of Return | 2.484% | |

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

Harvey De La Torre

Harvey De La Torre, Interim General Manager

03/02/2023

Date

Hilary Chumipitzi

Hilary Chumipitzi, Treasurer

03/02/2023

Date

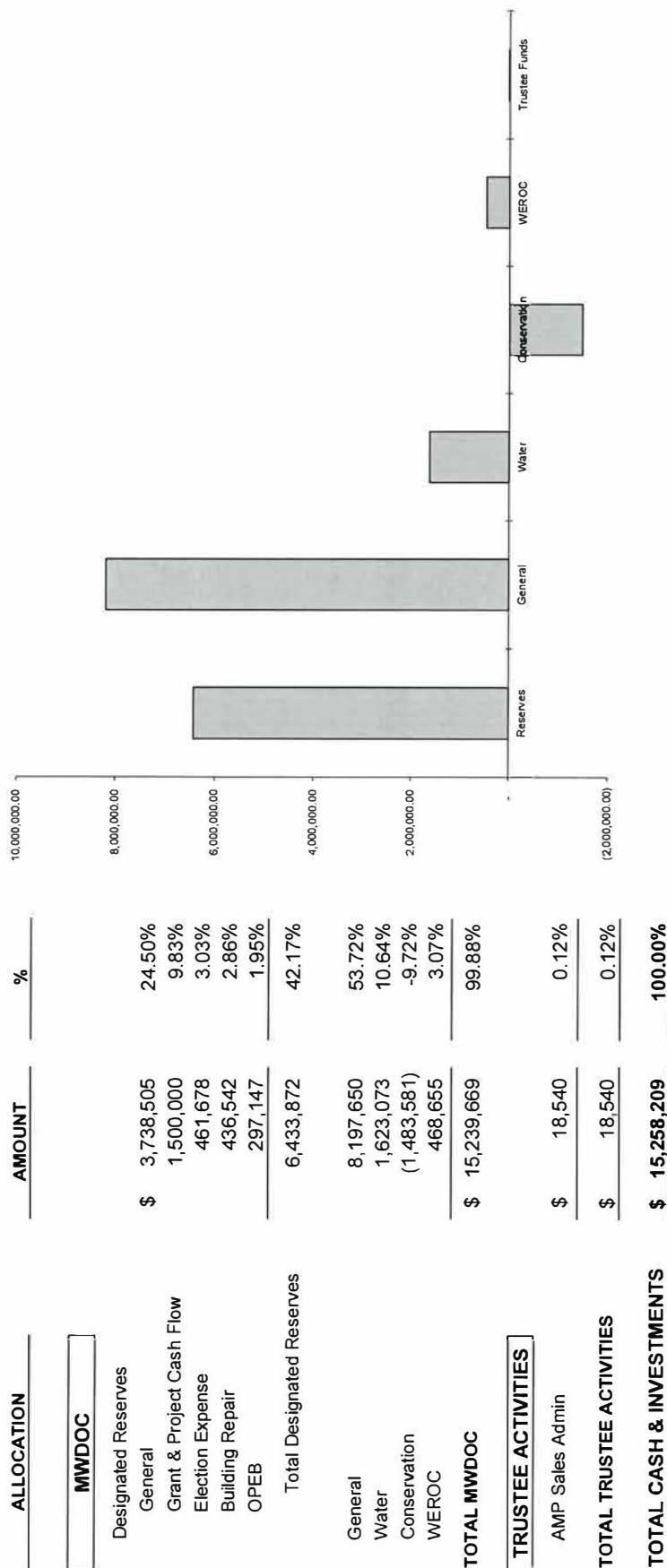
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Long-Term Portfolio Details - Investments
January 31, 2023

| Issuer | CUSIP/Ticker | Settlement Date | Par Value | Market Value | Book Value | Coupon Rate | YTM @ Cost | Days To Call/Maturity | Maturity Date |
|--|--------------|-----------------------------|---------------------|----------------------------|---------------------|--------------|--------------|-----------------------|---------------|
| Negotiable Certificate Of Deposit | | | | | | | | | |
| American Express Bank | 02589ADE9 | 7/20/2022 | 200,000.00 | 189,996.00 | 200,000.00 | 3.350 | 3.350 | 1,631 | 7/20/2027 |
| Capital One Bank | 14042TBQ9 | 8/7/2019 | 250,000.00 | 241,062.50 | 250,000.00 | 2.250 | 2.250 | 554 | 8/7/2024 |
| Capital One NA | 14042RMJ7 | 7/24/2019 | 250,000.00 | 241,082.50 | 250,000.00 | 2.200 | 2.200 | 540 | 7/24/2024 |
| Discover Bank | 254673RV0 | 7/25/2018 | 250,000.00 | 248,422.50 | 250,000.00 | 3.300 | 3.300 | 175 | 7/25/2023 |
| Goldman Sachs Bank | 38148PT98 | 8/8/2018 | 250,000.00 | 248,357.50 | 250,000.00 | 3.350 | 3.350 | 189 | 8/8/2023 |
| Sallie Mae Bank | 7954507A7 | 7/14/2021 | 200,000.00 | 177,074.00 | 200,000.00 | 1.000 | 1.000 | 1,260 | 7/14/2026 |
| Toyota Financial SGS Bank | 89235MPD7 | 9/27/2022 | 250,000.00 | 240,170.00 | 250,000.00 | 3.650 | 3.650 | 1,595 | 9/22/2027 |
| Sub Total | | | 1,650,000.00 | 1,586,165.00 | 1,650,000.00 | 2.762 | 2.762 | 828 | |
| US Government Issues | | | | | | | | | |
| FHLB | 3130ALGR9 | 3/1/2021 | 250,000.00 | 225,920.00 | 249,924.91 | 0.850 | 0.860 | 26 | 2/26/2026 |
| Sub Total | | | 250,000.00 | 225,920.00 | 249,924.91 | 0.850 | 0.860 | 26 | |
| Corporate Bond | | | | | | | | | |
| Bank of America Corp | 06048WK41 | 12/7/2020 | 250,000.00 | 222,137.50 | 250,000.00 | 0.850 | 0.800 | 1,029 | 11/25/2025 |
| Citigroup Global Markets | 17328WFZ6 | 9/16/2020 | 250,000.00 | 223,322.50 | 250,000.00 | 1.000 | 1.000 | 44 | 9/16/2025 |
| JP Morgan Chase | 48128GV56 | 8/18/2020 | 250,000.00 | 218,217.50 | 250,000.00 | 0.800 | 0.800 | 565 | 8/18/2025 |
| Morgan Stanley Fin LLC | 61766YKH3 | 6/29/2022 | 200,000.00 | 191,204.00 | 200,000.00 | 4.500 | 4.500 | 515 | 6/29/2027 |
| Societe Generale | 83369MD25 | 8/19/2020 | 250,000.00 | 224,877.50 | 250,000.00 | 1.000 | 1.088 | 19 | 8/19/2025 |
| Sub Total | | | 1,200,000.00 | 1,079,759.00 | 1,200,000.00 | 1.510 | 1.518 | 431 | |
| Total Investments | | | 3,100,000.00 | 2,891,844.00 | 3,099,924.91 | 2.123 | 2.127 | 610 | |
| Total Earnings | | | | | | | | | |
| Current Year | | Month Ending January | 5,561.93 | Fiscal Year To Date | 37,561.08 | | | | |

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Short-Term Portfolio Details - Cash and Investments
January 31, 2023

| Investments | CUSIP/Ticker | Settlement Date | Par Value | Market Value | Book Value | Coupon Rate | YTM @ Cost | Days To Call/Maturity | Maturity Date |
|--------------------------------------|--------------|-----------------|----------------------|---------------------|---------------|-------------|------------|-----------------------|---------------|
| Local Agency Investment Funds | | | | | | | | | |
| LAIF LGIP | LAIF | 6/30/2010 | 7,900,300.92 | 7,900,300.92 | 7,900,300.92 | 2.416 | 2.416 | 1 | N/A |
| Sub Total | | | 7,900,300.92 | 7,900,300.92 | 7,900,300.92 | 2.416 | 2.416 | 1 | |
| Orange County Investment Pool | | | | | | | | | |
| County of Orange LGIP | OCIP | 6/29/2005 | 4,067,389.09 | 4,067,389.09 | 4,067,389.09 | 2.887 | 2.887 | 1 | N/A |
| Sub Total | | | 4,067,389.09 | 4,067,389.09 | 4,067,389.09 | 2.887 | 2.887 | 1 | |
| Total Investments | | | 11,967,690.01 | 11,967,690.01 | 11,967,690.01 | 2.576 | 2.576 | | |
| Cash | | | | | | | | | |
| Petty Cash | CASH | 7/1/2010 | 500.00 | 500.00 | 500.00 | 0.000 | 0.000 | 1 | N/A |
| US Bank Cash | CASHUSBANK | 7/25/2018 | 190,093.77 | 190,093.77 | 190,093.77 | 0.000 | 0.000 | 1 | N/A |
| Total Cash | | | 190,593.77 | 190,593.77 | 190,593.77 | 0.000 | 0.000 | 1 | |
| Total Cash and Investments | | | 12,158,283.78 | 12,158,283.78 | 12,158,283.78 | 2.576 | 2.576 | 1 | |
| Total Earnings | | | | | | | | | |
| Current Year | | | Month Ending January | Fiscal Year To Date | | | | | |
| | | | 42,763.81 | 235,499.73 | | | | | |

**Municipal Water District of Orange County
Cash and Investments at January 31, 2023**



MUNICIPAL WATER DIST OF ORANGE COUNTY
PARS Post-Employment Benefits TrustAccount Report for the Period
1/1/2023 to 1/31/2023Hilary Chumpitazi
Accounting Manager
Municipal Water Dist of Orange County
18700 Ward Street
Fountain Valley, CA 92708

Account Summary

| Source | Balance as of 1/1/2023 | Contributions | Earnings | Expenses | Distributions | Transfers | Balance as of 1/31/2023 |
|---------------|---------------------------|---------------|---------------------|-------------------|---------------|---------------|----------------------------|
| OPEB | \$2,400,026.75 | \$0.00 | \$126,234.64 | \$1,184.39 | \$0.00 | \$0.00 | \$2,525,077.00 |
| PENSION | \$1,044,669.29 | \$0.00 | \$54,946.66 | \$515.52 | \$0.00 | \$0.00 | \$1,099,100.43 |
| Totals | \$3,444,696.04 | \$0.00 | \$181,181.30 | \$1,699.91 | \$0.00 | \$0.00 | \$3,624,177.43 |

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 | 5.26% | 7.07% | -7.14% | 3.27% | 4.05% | 5.78% | 10/26/2011 |
| PENSION | 5.26% | 7.07% | -7.11% | 3.23% | - | - | 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, 2022 THRU JANUARY 31, 2023**

**Municipal Water District of Orange County
Combined Balance Sheet
As of January 31, 2023**

| | <u>Amount</u> |
|---|-----------------------------|
| <u>ASSETS</u> | |
| Cash in Bank | 190,593.77 |
| Investments | 15,067,614.92 |
| Accounts Receivable | 16,544,568.62 |
| Accounts Receivable - Other | 264,567.98 |
| Accrued Interest Receivable | 76,020.34 |
| Prepays/Deposits | 358,552.23 |
| Leasehold Improvements | 7,001,517.44 |
| Furniture, Fixtures & Equipment | 885,094.81 |
| Less: Accumulated Depreciation | <u>(3,804,162.87)</u> |
| TOTAL ASSETS | <u>36,584,367.24</u> |
| <u>LIABILITIES AND FUND BALANCES</u> | |
| <u>LIABILITIES</u> | |
| Accounts Payable | 16,484,350.47 |
| Accounts Payable - Other | 182.00 |
| Accrued Salaries and Benefits Payable | 635,197.37 |
| Other Liabilities | 966,008.87 |
| Unearned Revenue | <u>1,063,950.06</u> |
| TOTAL LIABILITIES | <u>19,149,688.77</u> |
| <u>FUND BALANCES</u> | |
| <u>Unrestricted Fund Balances</u> | |
| <u>Designated Reserves</u> | |
| General Operations | 3,738,505.00 |
| Grant & Project Cash Flow | 1,500,000.00 |
| Election Expense | 461,678.00 |
| Building Repair | 436,542.00 |
| OPEB | <u>297,147.00</u> |
| Total Designated Reserves | <u>6,433,872.00</u> |
| General Fund | 5,811,879.95 |
| General Fund Capital | 83,747.32 |
| WEROC | <u>240,442.01</u> |
| Total Unrestricted Fund Balances | <u>12,569,941.28</u> |
| <u>Excess Revenue over Expenditure</u> | |
| Operating Fund | 5,140,963.75 |
| Other Funds | <u>(276,226.56)</u> |
| TOTAL FUND BALANCES | <u>17,434,678.47</u> |
| TOTAL LIABILITIES AND FUND BALANCES | <u>36,584,367.24</u> |

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
July 1, 2022 thru January 31, 2023

| | <u>Month to Date</u> | <u>Year to Date</u> | <u>Annual Budget</u> | <u>% Used</u> | <u>Encumbrance</u> | <u>Budget Remaining</u> |
|-------------------------------|----------------------|----------------------|----------------------|----------------|--------------------|-----------------------------|
| <u>REVENUES</u> | | | | | | |
| Retail Connection Charge | 0.00 | 8,885,401.25 | 8,885,401.25 | 100.00% | 0.00 | 0.00 |
| Ground Water Customer Charge | 0.00 | 367,806.00 | 367,805.72 | 100.00% | 0.00 | (0.28) |
| Water Rate Revenues | 0.00 | 9,253,207.25 | 9,253,206.97 | 100.00% | 0.00 | (0.28) |
| Interest Revenue | 51,533.49 | 280,932.19 | 145,971.00 | 192.46% | 0.00 | (134,961.19) |
| Subtotal | 51,533.49 | 9,534,139.44 | 9,399,177.97 | 101.44% | 0.00 | (134,961.47) |
| Choice Programs | 2,976.00 | 1,284,353.16 | 1,328,114.20 | 96.71% | 0.00 | 43,761.04 |
| MWD Revenue - Shared Services | 0.00 | 49,130.00 | 0.00 | 0.00% | 0.00 | (49,130.00) |
| Miscellaneous Income | 3.27 | 1,598.13 | 3,000.00 | 53.27% | 0.00 | 1,401.87 |
| School Contracts | 13,384.88 | 45,206.38 | 429,837.67 | 10.52% | 0.00 | 384,631.29 |
| Delinquent Payment Penalty | 0.00 | 3,597.63 | 0.00 | 0.00% | 0.00 | (3,597.63) |
| Transfer-In from Reserve | 0.00 | 0.00 | 457,061.00 | 0.00% | 0.00 | 457,061.00 |
| Subtotal | 16,364.15 | 1,383,885.30 | 2,218,012.87 | 62.39% | 0.00 | 834,127.57 |
| TOTAL REVENUES | 67,897.64 | 10,918,024.74 | 11,617,190.84 | 93.98% | 0.00 | 699,166.10 |

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
July 1, 2022 thru January 31, 2023

| | <u>Month to Date</u> | <u>Year to Date</u> | <u>Annual Budget</u> | <u>% Used</u> | <u>Encumbrance</u> | <u>Budget Remaining</u> |
|---|----------------------|---------------------|----------------------|---------------|---------------------|-------------------------|
| <u>EXPENSES</u> | | | | | | |
| Salaries & Wages | 378,704.79 | 2,602,397.50 | 4,429,129.50 | 58.76% | 0.00 | 1,826,732.00 |
| Salaries & Wages - Grant Recovery | 0.00 | (2,851.35) | (20,000.00) | (14.26)% | 0.00 | (17,148.65) |
| Director's Compensation | 22,920.10 | 157,166.40 | 275,041.20 | 57.14% | 0.00 | 117,874.80 |
| MWD Representation | 13,424.63 | 82,512.36 | 157,166.40 | 52.50% | 0.00 | 74,654.04 |
| Employee Benefits | 119,911.82 | 813,432.12 | 1,441,831.24 | 56.42% | 0.00 | 628,399.12 |
| Employee Benefits - Grant Recovery | 0.00 | (568.93) | 0.00 | 0.00% | 0.00 | 568.93 |
| CalPers Unfunded Liability Contribution | 0.00 | 207,000.00 | 207,000.00 | 100.00% | 0.00 | 0.00 |
| Director's Benefits | 9,545.04 | 62,097.47 | 132,976.50 | 46.70% | 0.00 | 70,879.03 |
| Health Insurance for Retirees | 3,566.33 | 42,791.18 | 94,554.00 | 45.26% | 0.00 | 51,762.82 |
| Training Expense | 1,320.00 | 4,041.18 | 53,000.00 | 7.62% | 0.00 | 48,958.82 |
| Tuition Reimbursement | 0.00 | 0.00 | 5,000.00 | 0.00% | 0.00 | 5,000.00 |
| Temporary Help Expense | 0.00 | 0.00 | 5,000.00 | 0.00% | 0.00 | 5,000.00 |
| Personnel Expenses | 549,392.71 | 3,968,017.93 | 6,780,698.84 | 58.52% | 0.00 | 2,812,680.91 |
| Engineering Expense | 22,109.00 | 110,376.46 | 410,000.00 | 26.92% | 133,987.07 | 165,636.47 |
| Legal Expense | 19,649.20 | 86,583.01 | 235,750.00 | 36.73% | 168,416.99 | (19,250.00) |
| Audit Expense | 0.00 | 27,000.00 | 35,000.00 | 77.14% | 4,500.00 | 3,500.00 |
| Professional Services | 132,455.53 | 566,726.03 | 1,516,256.00 | 37.38% | 405,733.13 | 543,796.84 |
| Professional Fees | 174,213.73 | 790,685.50 | 2,197,006.00 | 35.99% | 712,637.19 | 693,683.31 |
| Conference - Staff | 2,688.00 | 12,575.00 | 56,205.00 | 22.37% | 0.00 | 43,630.00 |
| Conference - Directors | 2,260.00 | 7,429.00 | 23,905.00 | 31.08% | 0.00 | 16,476.00 |
| Travel & Accom. - Staff | 1,065.35 | 21,254.85 | 90,325.00 | 23.53% | 0.00 | 69,070.15 |
| Travel & Accom. - Directors | 594.62 | 6,864.11 | 32,900.00 | 20.86% | 0.00 | 26,035.89 |
| Travel & Conference | 6,607.97 | 48,122.96 | 203,335.00 | 23.67% | 0.00 | 155,212.04 |
| Membership/Sponsorship | 9,534.23 | 144,168.24 | 145,847.00 | 98.85% | 0.00 | 1,678.76 |
| CDR Support | 0.00 | 28,731.00 | 57,462.00 | 50.00% | 28,731.00 | 0.00 |
| Dues & Memberships | 9,534.23 | 172,899.24 | 203,309.00 | 85.04% | 28,731.00 | 1,678.76 |
| Business Expense | 0.00 | 628.44 | 2,500.00 | 25.14% | 0.00 | 1,871.56 |
| Office Maintenance | 10,765.35 | 101,063.81 | 151,400.00 | 66.75% | 59,067.82 | (8,731.63) |
| Building Repair & Maintenance | 510.67 | 8,815.61 | 22,056.00 | 39.97% | 5,863.18 | 7,377.21 |
| Storage Rental & Equipment Lease | 58.67 | 408.89 | 1,800.00 | 22.72% | 391.11 | 1,000.00 |
| Office Supplies | 3,316.74 | 13,470.41 | 35,000.00 | 38.49% | 2,462.30 | 19,067.29 |
| Supplies - Water Loss Control | 412.46 | 3,758.91 | 4,000.00 | 93.97% | 0.00 | 241.09 |
| Postage/Mail Delivery | 721.20 | 5,449.80 | 11,300.00 | 48.23% | 1,432.34 | 4,417.86 |
| Subscriptions & Books | 0.00 | 203.40 | 1,000.00 | 20.34% | 0.00 | 796.60 |
| Reproduction Expense | 3,675.56 | 15,092.26 | 84,000.00 | 17.97% | 3,503.88 | 65,403.86 |
| Maintenance - Computers | 0.00 | 4,559.53 | 7,000.00 | 65.14% | 0.00 | 2,440.47 |
| Software Purchase | 6,186.17 | 70,799.76 | 95,093.00 | 74.45% | (733.28) | 25,026.52 |
| Software Support | 1,117.65 | 26,789.72 | 55,615.00 | 48.17% | 0.00 | 28,825.28 |
| Computers and Equipment | 1,368.00 | 22,810.41 | 43,950.00 | 51.90% | 0.00 | 21,139.59 |
| Maintenance Expense | 0.00 | 0.00 | 6,000.00 | 0.00% | 0.00 | 6,000.00 |
| Automotive Expense | 131.02 | 2,213.01 | 13,500.00 | 16.39% | 0.00 | 11,286.99 |
| Vehicle Expense | 498.74 | 6,626.57 | 7,343.00 | 90.24% | 0.00 | 716.43 |
| Toll Road Charges | 66.67 | 166.67 | 2,100.00 | 7.94% | 0.00 | 1,933.33 |
| Insurance Expense | 15,398.86 | 106,757.85 | 140,000.00 | 76.26% | 0.00 | 33,242.15 |
| Utilities - Telephone | 2,969.41 | 20,828.58 | 43,690.00 | 47.67% | 570.15 | 22,291.27 |
| Bank Fees | 0.00 | 780.58 | 2,600.00 | 30.02% | 0.00 | 1,819.42 |
| Miscellaneous Expense | 3,648.98 | 23,935.28 | 69,520.00 | 34.43% | 2,425.00 | 43,159.72 |
| MWDOC's Contrb. to WEROC | 24,690.83 | 172,835.85 | 296,290.00 | 58.33% | 0.00 | 123,454.15 |
| Depreciation Expense | 7,951.29 | 55,659.12 | 0.00 | 0.00% | 0.00 | (55,659.12) |
| Other Expenses | 83,488.27 | 663,654.46 | 1,095,757.00 | 60.57% | 74,982.50 | 357,120.04 |
| Election Expense | 0.00 | 0.00 | 300,728.00 | 0.00% | 0.00 | 300,728.00 |
| Capital Acquisition | 11,562.18 | 112,100.12 | 113,280.00 | 98.96% | 38,729.78 | (37,549.90) |
| Building Expense | 0.00 | 21,580.78 | 723,077.00 | 2.98% | 16,376.00 | 685,120.22 |
| TOTAL EXPENSES | 834,799.09 | 5,777,060.99 | 11,617,190.84 | 49.73% | 871,456.47 | 4,968,673.38 |
| NET INCOME (LOSS) | (766,901.45) | 5,140,963.75 | 0.00 | 0.00% | (871,456.47) | (4,269,507.28) |

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Fund
July 1, 2022 thru January 31, 2023

| | <u>Month to Date</u> | <u>Year to Date</u> | <u>Annual Budget</u> | <u>% Used</u> | <u>Budget Remaining</u> |
|---|----------------------|-----------------------|-----------------------|---------------|-----------------------------|
| <u>WATER REVENUES</u> | | | | | |
| Water Sales | 5,814,403.80 | 100,021,423.70 | 157,620,717.70 | 63.46% | 57,599,294.00 |
| Readiness to Serve Charge | 1,141,582.74 | 7,227,834.19 | 11,142,354.00 | 64.87% | 3,914,519.81 |
| Capacity Charge CCF | 293,620.00 | 2,989,209.86 | 5,396,060.00 | 55.40% | 2,406,850.14 |
| SCP/SAC Pipeline Surcharge | 21,774.48 | 204,246.79 | 318,000.00 | 64.23% | 113,753.21 |
| Interest Revenue | 0.00 | 0.00 | 4,547.00 | 0.00% | 4,547.00 |
| TOTAL WATER REVENUES | 7,271,381.02 | 110,442,714.54 | 174,481,678.70 | 63.30% | 64,038,964.16 |
| <u>WATER PURCHASES</u> | | | | | |
| Water Sales | 5,814,403.80 | 100,021,423.70 | 157,620,717.70 | 63.46% | 57,599,294.00 |
| Readiness to Serve Charge | 1,141,582.74 | 7,227,834.05 | 11,142,354.00 | 64.87% | 3,914,519.95 |
| Capacity Charge CCF | 293,620.00 | 2,989,210.00 | 5,396,060.00 | 55.40% | 2,406,850.00 |
| SCP/SAC Pipeline Surcharge | 21,774.48 | 204,246.79 | 318,000.00 | 64.23% | 113,753.21 |
| TOTAL WATER PURCHASES | 7,271,381.02 | 110,442,714.54 | 174,477,131.70 | 63.30% | 64,034,417.16 |
| EXCESS OF REVENUE OVER EXPENDITURE | 0.00 | 0.00 | 4,547.00 | 0.00% | 4,547.00 |

**Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Use Efficiency
July 1, 2022 thru January 31, 2023**

| | <u>Year to Date Actual</u> | <u>Annual Budget</u> | <u>% Used</u> |
|---|----------------------------|----------------------|---------------|
| Spray To Drip Conversion | | | |
| Revenues | 250,107.49 | 434,927.51 | 57.51% |
| Expenses | 268,336.16 | 434,927.51 | 61.70% |
| Excess of Revenues over Expenditures | (18,228.67) | 0.00 | |
| Member Agency Administered Pass-Thru | | | |
| Revenues | 0.00 | 255,000.00 | 0.00% |
| Expenses | 0.00 | 255,000.00 | 0.00% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |
| ULFT Rebate Program | | | |
| Revenues | 180.00 | 1,000.00 | 18.00% |
| Expenses | 180.00 | 1,000.00 | 18.00% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |
| HECW Rebate Program | | | |
| Revenues | 26,205.84 | 60,000.00 | 43.68% |
| Expenses | 22,570.00 | 60,000.00 | 37.62% |
| Excess of Revenues over Expenditures | 3,635.84 | 0.00 | |
| CII Rebate Program | | | |
| Revenues | 399.00 | 2,000.00 | 19.95% |
| Expenses | 399.00 | 2,000.00 | 19.95% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |
| Turf Removal Program | | | |
| Revenues | 3,267,385.70 | 6,061,364.00 | 53.91% |
| Expenses | 3,672,270.74 | 6,061,364.00 | 60.58% |
| Excess of Revenues over Expenditures | (404,885.04) | 0.00 | |
| Comprehensive Landscape (CLWUE) | | | |
| Revenues | 58,567.71 | 321,700.00 | 18.21% |
| Expenses | 78,031.01 | 321,700.00 | 24.26% |
| Excess of Revenues over Expenditures | (19,463.30) | 0.00 | |
| Recycled Water Program | | | |
| Revenues | 0.00 | 50,000.00 | 0.00% |
| Expenses | 0.00 | 50,000.00 | 0.00% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |
| WSIP - Industrial Program | | | |
| Revenues | 0.00 | 32,645.00 | 0.00% |
| Expenses | 0.00 | 32,645.00 | 0.00% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |
| Land Design Program | | | |
| Revenues | 247,161.90 | 331,303.00 | 74.60% |
| Expenses | 258,051.90 | 331,303.00 | 77.89% |
| Excess of Revenues over Expenditures | (10,890.00) | 0.00 | |
| Pressure Regulation Program | | | |
| Revenues | 21,675.00 | 26,960.50 | 80.40% |
| Expenses | 21,675.00 | 26,960.50 | 80.40% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |
| Rotating Nozzle | | | |
| Revenues | 7.95 | 1,750.00 | 0.45% |
| Expenses | 0.00 | 1,750.00 | 0.00% |
| Excess of Revenues over Expenditures | 7.95 | 0.00 | |
| Dedicated Irrigation Meters Measurement Project (DIMM) | | | |
| Revenues | 0.00 | 966,624.00 | 0.00% |
| Expenses | 0.00 | 966,624.00 | 0.00% |
| Excess of Revenues over Expenditures | 0.00 | 0.00 | |

**Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Use Efficiency
July 1, 2022 thru January 31, 2023**

| | <u>Year to Date Actual</u> | <u>Annual Budget</u> | <u>% Used</u> |
|--------------------------------------|----------------------------|----------------------|---------------|
| Total WUE Projects | | | |
| Revenues | 3,871,690.59 | 8,545,274.01 | 45.31% |
| Expenses | <u>4,321,513.81</u> | <u>8,545,274.01</u> | <u>50.57%</u> |
| Excess of Revenues over Expenditures | (449,823.22) | 0.00 | |
| WEROC | | | |
| Revenues | 442,486.87 | 565,941.00 | 78.19% |
| Expenses | <u>485,248.90</u> | <u>565,941.00</u> | <u>85.74%</u> |
| Excess of Revenues over Expenditures | (42,762.03) | 0.00 | |



CONSENT CALENDAR ITEM

March 15, 2023

TO: Board of Directors

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

Harvey De La Torre, Interim General Manager

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

SUBJECT: Approve District Pay Structure, Effective January 1, 2023

STAFF RECOMMENDATION

It is recommended that the Board of Directors approve the revised MWDOC Pay Structure adding Range 23 and the General Manager Classification, effective January 1, 2023.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

Pursuant to recent Board Action in appointing the Assistant General Manager to Interim General Manager, staff was requested to revise the District's Pay Structure, accordingly.

DETAILED REPORT

In maintaining consistency in the current pay structure and based on recent GM Survey information, staff is recommending the following changes:

- The addition of Range 23 as an open range. This allows for consistency and overlap from one range to the next and in establishing a competitive range for the General Manager range.
- The addition of General Manager Range with a minimum salary of \$232,581 to a maximum of \$325,613.

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

Based on recent GM Survey findings, the lowest base salary was approximately \$244,000 to the highest of \$400,000. Staff is also anticipating that based on Board approval of the Budget in April, a 7.45% inflation adjustment to the District's Pay Structure in July would also be applied to the General Manager's range accordingly.

In the future, if the Board determines that a higher salary range needs to be established for the GM during the recruitment process, the salary schedule can be revised by Board Action.

STAFF RECOMMENDATION

It is recommended that the Board of Directors approve the revised MWDOC Pay Structure adding Range 23 and the General Manager Classification, effective January 1, 2023.

MWDOC PAY STRUCTURE - EFFECTIVE JAN 1, 2023

| Grade | Status | Job Classification | | Range Min \$ | 25th % \$ | Mid \$ | 75th % \$ | Range Max \$ |
|-------|--------|----------------------------------|----------|--------------|-----------|---------|-----------|--------------|
| INT | | Intern (varies by department) | hourly | 18.04 | 19.60 | 21.18 | 22.77 | 24.33 |
| R1 | | Open | annually | 40,325 | 43,845 | 47,366 | 50,908 | 54,407 |
| | | | monthly | 3,360 | 3,654 | 3,947 | 4,242 | 4,534 |
| | | | hourly | 19.39 | 21.08 | 22.77 | 24.48 | 26.16 |
| R2 | NE | Office Assistant | annually | 43,349 | 47,128 | 50,908 | 54,731 | 58,489 |
| | | | monthly | 3,612 | 3,927 | 4,242 | 4,561 | 4,874 |
| | | | hourly | 20.84 | 22.66 | 24.48 | 26.31 | 28.12 |
| R3 | | WUE Program Assistant | annually | 46,588 | 50,671 | 54,731 | 58,835 | 62,874 |
| | | WLC Program Assistant | monthly | 3,882 | 4,223 | 4,561 | 4,903 | 5,240 |
| | | | hourly | 22.40 | 24.36 | 26.31 | 28.29 | 30.23 |
| R4 | NE | Database Coordinator | annually | 50,087 | 54,472 | 58,857 | 63,219 | 67,647 |
| | | | monthly | 4,174 | 4,539 | 4,905 | 5,268 | 5,637 |
| | | | hourly | 24.08 | 26.19 | 28.30 | 30.39 | 32.52 |
| R5 | NE | Accounting Technician | annually | 53,846 | 58,554 | 63,241 | 67,993 | 72,701 |
| | NE | Public Affairs Assist | monthly | 4,487 | 4,880 | 5,270 | 5,666 | 6,058 |
| | | | hourly | 25.89 | 28.15 | 30.40 | 32.69 | 34.95 |
| R6 | NE | Administrative Assistant | annually | 57,885 | 62,917 | 68,014 | 73,090 | 78,144 |
| | | | monthly | 4,824 | 5,243 | 5,668 | 6,091 | 6,512 |
| | | | hourly | 27.83 | 30.25 | 32.70 | 35.14 | 37.57 |
| R7 | NE | Sr. Admin Assistant | annually | 62,204 | 67,690 | 73,112 | 78,576 | 83,997 |
| R7 | NE | Public Affairs Coordinator I | monthly | 5,184 | 5,641 | 6,093 | 6,548 | 7,000 |
| R7 | NE | Water Loss Control Programs Tech | hourly | 29.91 | 32.54 | 35.15 | 37.78 | 40.38 |
| R8 | NE | Records Coordinator | annually | 66,913 | 72,744 | 78,598 | 84,451 | 90,261 |
| | | | monthly | 5,576 | 6,062 | 6,550 | 7,038 | 7,522 |
| | | | hourly | 32.17 | 34.97 | 37.79 | 40.60 | 43.39 |
| R9 | NE | Public Affairs Coordinator II | annually | 71,924 | 78,187 | 84,473 | 90,779 | 97,086 |
| | | | monthly | 5,994 | 6,516 | 7,039 | 7,565 | 8,091 |
| | | | hourly | 34.58 | 37.59 | 40.61 | 43.64 | 46.68 |
| R10 | NE | WUE Analyst I | annually | 77,280 | 84,084 | 90,823 | 97,605 | 104,365 |
| R10 | NE | Executive Assistant | monthly | 6,440 | 7,007 | 7,569 | 8,134 | 8,697 |
| R10 | NE | Assoc. Water Resources Analyst | hourly | 37.15 | 40.42 | 43.66 | 46.93 | 50.18 |
| R10 | NE | Accountant | | | | | | |
| R10 | NE | WEROC Emergency Coordinator | | | | | | |
| R11 | NE | Public Affairs Specialist | annually | 83,112 | 90,391 | 97,605 | 104,883 | 112,162 |
| R11 | NE | WUE Analyst II | monthly | 6,926 | 7,533 | 8,134 | 8,740 | 9,347 |
| R11 | NE | WEROC Specialist | hourly | 39.96 | 43.46 | 46.93 | 50.42 | 53.92 |
| R12 | E | Water Resources Analyst | annually | 89,332 | 97,151 | 104,948 | 112,767 | 120,586 |
| R12 | NE | Sr. Accountant | monthly | 7,444 | 8,096 | 8,746 | 9,397 | 10,049 |
| R12 | NE | Sr. Executive Assistant | hourly | 42.95 | 46.71 | 50.46 | 54.21 | 57.97 |

MWDOC PAY STRUCTURE - EFFECTIVE JAN 1, 2023

| Grade | Status | Job Classification | | Range Min \$ | 25th % \$ | Mid \$ | 75th % \$ | Range Max \$ |
|-------|--------|--|----------|--------------|-----------|---------|-----------|--------------|
| R13 | E | Fin. Analyst/Database Analyst | annually | 96,006 | 104,451 | 112,810 | 121,277 | 129,657 |
| R13 | E | Network Systems Engineer | monthly | 8,001 | 8,704 | 9,401 | 10,106 | 10,805 |
| R13 | NE | Sr. WUE Analyst | hourly | 46.16 | 50.22 | 54.24 | 58.31 | 62.34 |
| R13 | E | Water Loss Control Programs Supv | | | | | | |
| R13 | E | Public Affairs Supervisor | | | | | | |
| R14 | E | Accounting Supervisor | annually | 103,242 | 112,249 | 121,320 | 130,327 | 139,355 |
| R14 | E | Public Affairs Manager | monthly | 8,604 | 9,354 | 10,110 | 10,861 | 11,613 |
| R14 | E | Sr. Water Resources Analyst | hourly | 49.64 | 53.97 | 58.33 | 62.66 | 67.00 |
| R14 | E | Associate Engineer | | | | | | |
| R15 | E | WUE Program Supervisor | annually | 110,996 | 120,672 | 130,391 | 140,111 | 149,809 |
| R15 | E | District Secretary | monthly | 9,250 | 10,056 | 10,866 | 11,676 | 12,484 |
| R15 | E | WEROC Programs Manager | hourly | 53.36 | 58.02 | 62.69 | 67.36 | 72.02 |
| R15 | E | Sr. Fin. Analyst/Database Analyst | | | | | | |
| R16 | E | Sr. Engineer | annually | 119,290 | 129,744 | 140,176 | 150,608 | 161,018 |
| | | | monthly | 9,941 | 10,812 | 11,681 | 12,551 | 13,418 |
| | | | hourly | 57.35 | 62.38 | 67.39 | 72.41 | 77.41 |
| R17 | E | Principal Water Resources Analyst | annually | 128,232 | 139,441 | 150,673 | 161,904 | 173,135 |
| R17 | E | WUE Program Manager | monthly | 10,686 | 11,620 | 12,556 | 13,492 | 14,428 |
| R17 | E | Accounting Manager | hourly | 61.65 | 67.04 | 72.44 | 77.84 | 83.24 |
| R17 | E | Governmental Affairs Mgr. | | | | | | |
| R18 | E | Principal Engineer | annually | 137,865 | 149,917 | 161,990 | 174,064 | 186,116 |
| R18 | E | Administrative Services Manager | monthly | 11,489 | 12,493 | 13,499 | 14,505 | 15,510 |
| | | | hourly | 66.28 | 72.08 | 77.88 | 83.68 | 89.48 |
| R19 | E | Director of Public Affairs | annually | 148,210 | 161,148 | 174,129 | 187,110 | 200,026 |
| R19 | E | Director of Water Use Efficiency | monthly | 12,351 | 13,429 | 14,511 | 15,593 | 16,669 |
| R19 | E | Director of Emergency Management | hourly | 71.26 | 77.48 | 83.72 | 89.96 | 96.17 |
| R19 | E | Director of Human Resources & Administration | | | | | | |
| R20 | E | Director of Finance/IS | annually | 159,334 | 173,243 | 187,196 | 201,127 | 215,080 |
| R20 | E | Associate General Manager | monthly | 13,278 | 14,437 | 15,600 | 16,761 | 17,923 |
| R20 | E | Director of Engineering/District Engineer | hourly | 76.60 | 83.29 | 90.00 | 96.70 | 103.40 |
| R21 | E | Open | annually | 171,256 | 186,246 | 201,235 | 216,203 | 231,214 |
| | | | monthly | 14,271 | 15,521 | 16,770 | 18,017 | 19,268 |
| | | | hourly | 82.33 | 89.54 | 96.75 | 103.94 | 111.16 |
| R22 | E | Assistant General Manager | annually | 180,285 | 198,298 | 216,354 | 234,368 | 252,381 |
| | | | monthly | 15,024 | 16,525 | 18,030 | 19,531 | 21,032 |
| | | | hourly | 86.68 | 95.34 | 104.02 | 112.68 | 121.34 |
| R23 | OPEN | | | 193,806 | 213,170 | 232,581 | 251,945 | 271,310 |
| | | | | 16,150 | 17,764 | 19,382 | 20,995 | 22,609 |
| | | | | 93.18 | 102.49 | 111.82 | 121.13 | 130.44 |
| GM | | General Manager | | 232,581 | | | | 325,613 |

Board Approved 3/ /2023



CONSENT CALENDAR ITEM

March 15, 2023

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors McVicker, Nederhood and Seckel)

Harvey De La Torre, Interim General Manager

Staff Contact: Vicki Osborn

SUBJECT: WEROC EOC 100% DESIGN UPDATE AND NEXT STEPS

STAFF RECOMMENDATION

Seek the Board's approval to use of up to \$500,000 of available reserve funding, approved by the Board on June 15, 2022 for the federal 25% local match, to purchase a mobile EOC/Command Vehicle; and not move forward with the construction of the WEROC EOC project at the ETWD site.

COMMITTEE RECOMMENDATION

The Committee recommends the Board have MWDOC Staff:

- (1) Thank El Toro Water District for their support and patience, but inform them that MWDOC is no longer moving forward with construction of the WEROC EOC at their site.
- (2) Proceed with the evaluation of a mobile EOC/Command vehicle, but return to the Board with an accurate cost estimate; and
- (3) Continue to evaluate alternatives for a permanent EOC location.

SUMMARY

In April 2021, the MWDOC Board directed staff to work with El Toro Water District (ETWD) and the design consultant Brady and Associates to refine the cost estimates associated with the WEROC Emergency Operations Center (EOC) project. Direction from the April 2021 Board approval was for staff to move forward with determination of the design costs of the EOC as the initial step forward, and not a final commitment.

| | | | |
|---|------------------|---------|-----------|
| Budgeted (Y/N): N | Budgeted amount: | Core __ | Choice __ |
| Action item amount: 500,000 | Line item: | | |
| Fiscal Impact (explain if unbudgeted): Allocation of Reserve Funding to the Project | | | |

The Board directed staff to provide an update once the 30% design estimates were completed. This step was accomplished and presented at the April 2022, Planning and Operations Committee Meeting. As the next milestone, direction was given to return to the Board once the 100% design was complete, along with the results related to obtaining outside funding sources.

The purpose of this Board report is to provide an update on the costs estimates of the EOC at 100% Design as well as status on securing Federal and State Funding. Additionally, based on input received from the member agencies, staff seeks Board consideration of funding an alternative option to meet the standard needs of a EOC in the near term.

Design & Cost Update:

In January 2023, the consultant provided MWDOC and ETWD with the final 100% design documents. **Overall, the cost of the Emergency Operations Center increased by approximately \$1 million to \$4 million dollars.** This increase is primarily due to inflation in construction labor and material costs, as well as changes in the building code under the 2022 Building Energy Efficiency Standards, which now requires the inclusion of solar panels and related electrical equipment. Additional costs also include the installation of a fire pump system since the current infrastructure cannot support a fire suppression system. (See presentation for cost estimate slide)

Funding Update:

MWDOC Government Affairs and WEROC have been actively and consistently engaged in seeking Federal and/or State funding to pay for the WEROC EOC project. Below is a synopsis of the efforts since the last Board report:

Federal Funding

Our Government Affairs team began outreach for the FYE'24 appropriations requests early. However, this year will be an uphill battle to secure funding. According to our Federal Advocates NRR briefing update: *"Congress will hold significant oversight hearings in both the appropriations and authorizing committees to closely examine various aspects of the budget. Congress will then begin the process of drafting the fiscal year 2024 appropriations bill which will certainly be a challenge in the House given the significant budget cuts that many Republicans are demanding. There are several Republicans that would like to cap spending at the fiscal year 2022 levels which translates to roughly a 10% cut across the board from the fiscal year 2023 level. However, there are programs and projects that Republicans have said are off limits for such cuts such as defense spending. This means that most of the cuts will come from discretionary programs and agencies like the EPA, which often is seen as a target for cuts."*

This forecast limits the chancing of securing such funding in FYE'24.

State Funding

Our State advocates BB&K see securing WEROC funding from State funds to be a challenge as well. BB&K was successful earlier this year in getting unanimous support from the Orange County delegation for state funding for a permanent WEROC Emergency Operations Center, although the budget request was ultimately not granted. BB&K will try a similar strategy again; and has proposed an additional approach. They will seek to gain support from every member of the OC delegation, or a combination of all Democrats and amenable Republicans, to make the EOC funding an individual priority. However, this may be difficult to secure due

to status of the State budget deficit, which has been reported by the Governor's office to as much as \$22 billion.

Current Appropriations Funding Opportunity for FYE'24 and changes to their requirements

There are two Federal Emergency Management Agency (FEMA) grant programs within the Subcommittee on Homeland Security's jurisdiction that are open to CPF requests: Pre-Disaster Mitigation (PDM) grants, which the WEROC EOC cannot qualify for, and Emergency Operations Center (EOC) grants.

CPF funding in the FY 2023 House bill ranged between \$158,176 and \$3,000,000 for individual EOC grants. This year as part of the application project, the appropriation committees have added 12 qualification questions in which WEROC can meet with the exception of the following, which has not been approved by the board.

1. If less than the requested amount is provided as the federal share, would additional state, local, or other eligible funding sources be available to support the project?

Overall Summary and Member Agency Input

WEROC presented the final 100% design outcomes to the WEROC member agencies point of contacts on Feb. 7, and to the General Managers and Utility Managers at the MWDOC Member Agency Meeting on Feb. 16. Due to the increased costs, the General Managers and Utility Managers of the MWDOC member agencies still do not support the building and allocation of funding for a new Emergency Operations Center if there is not outside funding secured.

Part of having a comprehensive Emergency Management Program is to conduct on-going assessments of the capabilities and needs of the organization. Over the course of the past 3 years since the Director of Emergency Management has come on board, WEROC has performed an initial assessment of the current program and capital projects that were in progress. The assessment was based on the organizational structure and processes WEROC had in place. Using the data available on past studies, and the experience/knowledge of the Director of Emergency Management, it was identified that having an EOC is a critical capability of the WEROC program in order to support its member agencies, and in turn the community as a whole.

The permanent, turn-key EOC is a critical component for response and recovery following a large, complex disaster event. The EOC needs to be in a location that does not have surrounding risk as have been identified in 2017 facility study report. The current location of the WEROC Primary EOC in Mission Viejo was the optimal site. The MWDOC facility in Fountain Valley does have significant risk based on its location even with the seismic retrofits performed. The building will survive a large seismic event; however, the operational capabilities will most likely not be available or will be compromised.

With the increase costs and the difficulty of securing outside funding to construct a EOC at the ETWD site while seeking to maintain the steadfast readiness of a facility to manage a disaster, WEROC staff presented two potential alternatives for the WEROC member agencies & MWDOC managers to consider:

1. Work with a member agency that is offering to reconfigure their workspace for WEROC during their remodel project. However, at this time there is nothing in writing with this agency to formalize this offer, or a timeline as to which this would be available.
2. Purchase a Mobile EOC/Command Vehicle that would meet the standard needs of a EOC during a disaster until a permanent WEROC EOC occurs.

With total cost not yet determined for a Mobile EOC vehicle, staff believe this alternative would be significantly less than the \$4 million construction costs at the ETWD site. In addition, the Director of Emergency Management did a reassessment on the actual operations day-to-day, small events compared to large events, the resources-regional needs and gaps of its members agencies. Based on the events of the past 3 years the Director of Emergency Management finds there is a multi-layered phased approach in which our overall capability and resiliency as an emergency organization can be achieved. For example, when there was a wildland fire, WEROC used to send a representative to the County/Operational Area EOC to obtain information and coordinate response with member agencies with information received thru the County/OA EOC. Information received had gaps or did not contain critical operational, field level information in which the agencies required to make good decisions. Over the course of the past 3 years, the Director of Emergency Management has strengthened its relationship with the Orange County Fire Authority and others, in which WEROC now sends an agency representative to the incident command post as a part of the response, and as required, has the impacted agencies also at the command post. While at the command post, WEROC and member agencies do not have the capability to support the management of incidents. Obtaining this resource will provide both interior and/or exterior workspaces and command, control, and communication capabilities. Thus, this mobile EOC can be vital piece during man-made or natural disasters. It can enable quick response and provide uninterrupted communications.

WEROC developed a strategic plan looking at how it can continue to have a permanent EOC, but at the same time consider the input and needs of its member agencies. This new alternative highlights one of the reassesses the short term capabilities needed vs the long term capability needs on an permanent EOC which continues to meet challenges for construction. This asset would be used multiple times throughout the year by WEROC and as required can be requested by a member agency when they have an incident (ex: large water main break requiring multi-day response)

This vehicle will feature independent power sources, communications systems and supply reserves. Thus, it is a backup to brick-and-mortar facilities during natural disasters and other emergencies. This will allow WEROC to turn any conference room or space into an EOC facility. Until a permanent EOC solution is obtained, this will fill the current gap we have.

MWDOC can serve as the primary EOC for now, but as indicated for a large earthquake event, most likely the structure will not be able to serve in the operational capacity of an EOC. Until the agency that offered space for a permanent WEROC EOC occurs, this also fills the void of what if we need to obtain a temporary alternate work location.

Additionally, ETWD has been an amazing partner to WEROC over the years and provided an EOC location. Unfortunately, that structure is no longer capable of filling the EOC role for

safety. ETWD is in the process of building their new warehouse location. If WEROC is not able to build their EOC as designed now, ETWD's design would change for a more optimal, operational footprint, but they have to be able to make this change now as they are already at the point of seeking construction bids. In summary, our project is impacting theirs.

The overall the concept and design of the EOC exists, and WEROC will continue to seek funding to build a permanent EOC. At this time, the primary WEROC EOC at ETWD will need to be decommissioned for safety reasons, and a future, permanent WEROC EOC will need to be established in the new location. Having only the MWDOC facility as the primary EOC is not a viable option, this alternative of a Mobile EOC will maintain the basic standard capabilities required during an emergency.

Based on these reasons listed above, staff is requesting the Board to approve providing up to \$500,000 from available reserves in purchasing a mobile EOC vehicle, while continuing to seek a permanent EOC in the future.

BOARD OPTIONS

Option #1: Seek the Board's approval to use of up to \$500,000 of available reserve funding, approved by the Board on June 15, 2022 for the federal 25% local match, to purchase a mobile EOC/Command Vehicle; and not move forward with the construction of the WEROC EOC project at the ETWD site.

Fiscal Impact: Allocation of \$500,000 from the MWDOC Reserves

Business Analysis: This option is significantly lower in costs than the construction cost estimates of \$4 million with the ETWD EOC site. Additionally, this option will provide the basic standard capabilities WEROC required during an emergency while maintains the readiness of WEROC.

Option #2: Continue with the WEROC EOC Project at the ETWD site and seek funding again this year at the state and federal levels.

Fiscal Impact: If federal and/or state funding is received, 1-2 million dollars of reserve funding will be required for the 25% (or above) local match.

Business Analysis: WEROC EOC is now estimated to cost approximately \$4 million dollars and continues to see a steady increase each year with the rising costs of construction & material. With the challenges of securing outside funding and the lack of support of the member agencies to move forward, limits the projects development. Moreover, with further delays, as a result of seeking funding, impacts the opportunity for ETWD to make an operational change to their designs to enhance their project and optimal operational capabilities if we are not able to build the EOC at this location.

Attachment A: Water Emergency Response Organization of Orange County Emergency Operations Center Project Update Presentation March 6, 2023.

Attachment B: General Services Administration, Federal Supply Service, Authorized Federal Supply Schedule Price List.



Water Emergency Response Organization of Orange County Emergency Operations Center Project Update



Planning & Operations Committee

3.2023

How We Got Here

- WEROC EOC Site Facility Assessment 2016
- WEROC EOC Seismic Assessment 2017
- WEROC Program Assessment - 11/2020
- Other Facilities – EOC Alternatives Research Presentation – April 2021
- April 21, 2021 - P&O WEROC EOC Project Decision Go/No Go
 - Decision to update Design and Costs for Project and bring back to the Board



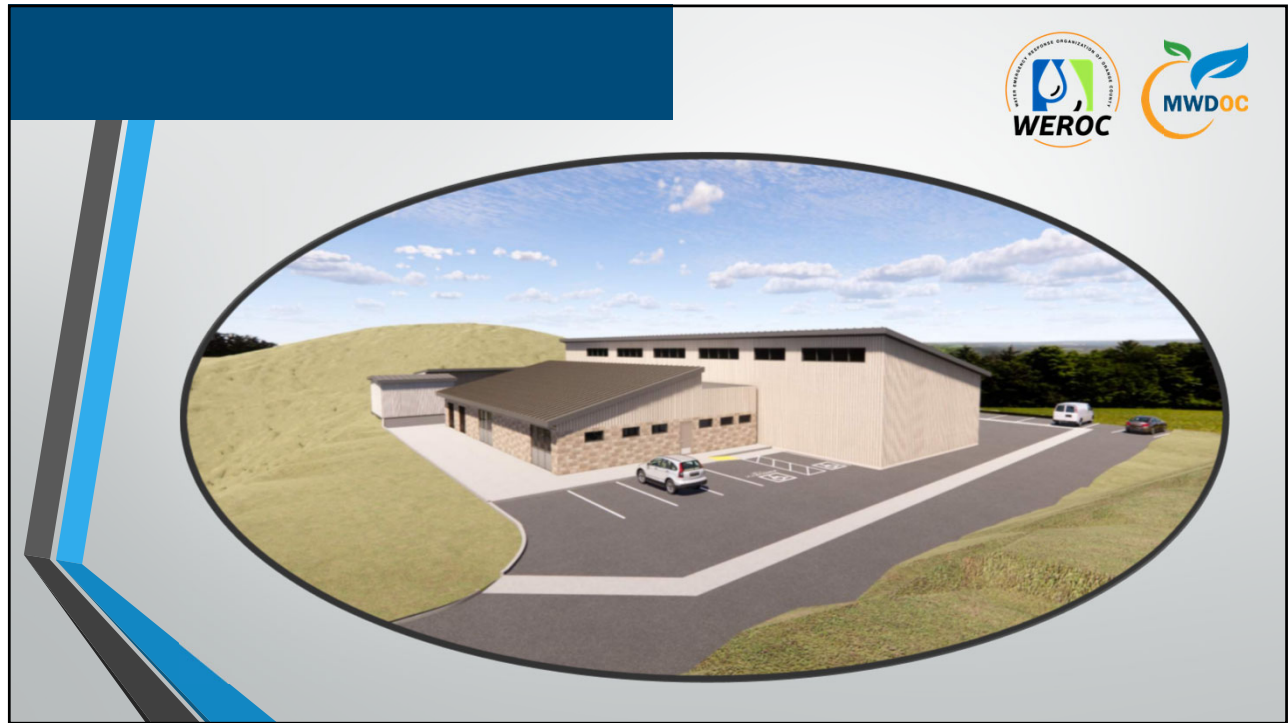
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
WATER EMERGENCY RESPONSE ORGANIZATION OF ORANGE COUNTY

WEROC EMERGENCY OPERATIONS CENTER
SITE FACILITY ASSESSMENT

NOVEMBER 4, 2020

Analysis of IRWD Sand Canyon Community Room

| Operational Need/Function | Yes | No |
|---|-----|----|
| Facility Features/Flexibility | | |
| Reception Area | | |
| Operations Floor space of 1500 sf min | | |
| Communication/Radio Room | | |
| Policy Group/BC/Breakout Conference Rooms | | |
| PA/Situation Room | | |
| Kitchen | | |
| Shower/Lockerroom | | |
| Supply/Storage | | |
| Accessibility/Sustainability | | |
| Risk Analysis Rating | | |
| Security | | |
| WEROC Access to location | | |
| Storage for Food/Water Supplies | | |
| Storage for Operational Items | | |
| Back up Power | | |
| Communications/Networks | | |
| Internet Connection | | |
| Network Capability | | |
| MWD/OC Server Space available | | |
| AV Display multi points within room | | |
| Radios | | |
| Phone Lines | | |
| ERINET & Satellite | | |
| Dataports | | |
| Electrical outlets | | |





| Element | Quantity | Unit | Unit Cost | Total |
|---|----------|------|--------------|--------------------|
| EOC BUILDING (PEMB) | | | | |
| Building scope | | | | |
| Foundations | 4,000 | gsf | \$25.30 | \$101,200 |
| Slab on grade | 4,000 | gsf | \$17.10 | \$68,400 |
| Metal building erection | 4,000 | gsf | \$75.00 | \$300,000 |
| Miscellaneous metals, allowance | 4,000 | gsf | \$4.80 | \$19,200 |
| Prefabricated metal building structure, quote per | 1 | ls | \$133,062.00 | \$133,062 |
| Tax (city of Lake Forest) | 7.75% | pct | \$133,062.00 | \$10,312 |
| Allowance for escalation of prefab building | 15% | pct | \$133,062.00 | \$19,959 |
| Casework | 4,000 | gsf | \$6.90 | \$27,600 |
| Roofing, allowance | 4,000 | gsf | \$41.00 | \$164,000 |
| Doors and windows | 4,000 | gsf | \$47.80 | \$191,200 |
| Interior walls and finishes | 4,000 | gsf | \$116.00 | \$464,000 |
| Specialties, allowance | 4,000 | gsf | \$20.50 | \$82,000 |
| Residential appliances, OFOI | | | | Excluded |
| Furniture, OFOI | | | | Excluded |
| Fire sprinklers, allowance | 4,000 | gsf | \$11.30 | \$45,200 |
| Plumbing, allowance | 4,000 | gsf | \$29.40 | \$117,600 |
| HVAC, allowance | 4,000 | gsf | \$75.00 | \$300,000 |
| Electrical, allowance | 4,000 | gsf | \$95.50 | \$382,000 |
| Over-ex and recompact | 4,000 | gsf | \$8.90 | \$35,600 |
| TOTAL - EOC BUILDING (PEMB) | | | | \$2,461,334 |

Our contract calls for a PEMB

Estimated Building Costs
from April 2021 P&O
Report

2021 PEMB - \$1,745,000

Estimated Costs from Phase 1
Design Documents (30%)

2022 PEMB - \$ 2,700,000
with total site work

| Emergency Operations Center Building (CMU w/PEMB) Summary | | | | |
|--|------------------|----------|--------------------------------|-----------------|
| Element | Gross Floor Area | 4,000 SF | Total | Cost/SF |
| 01 General Requirements | | | Included in General Conditions | |
| 02 Existing Conditions | | | | |
| 03 Concrete | | | \$127,088 | \$31.77 |
| 04 Masonry | | | \$124,459 | \$31.11 |
| 05 Metals | | | \$6,000 | \$1.50 |
| 06 Woods, Plastics, and Composites | | | \$382,896 | \$95.72 |
| 07 Thermal and Moisture Protection | | | \$190,881 | \$47.72 |
| 08 Openings | | | \$116,013 | \$29.00 |
| 09 Finishes | | | \$164,782 | \$41.20 |
| 10 Specialties | | | \$43,030 | \$10.76 |
| 11 Equipment | | | | |
| 12 Furnishings | | | \$2,475 | \$0.62 |
| 13 Special Construction | | | | |
| 14 Conveying Equipment | | | | |
| 21 Fire Suppression | | | \$32,000 | \$8.00 |
| 22 Plumbing | | | \$131,175 | \$32.79 |
| 23 Heating, Ventilating, and Air Conditioning (HVAC) | | | \$157,526 | \$39.38 |
| 26 Electrical | | | \$410,017 | \$102.50 |
| 27 Communications | | | \$40,000 | \$10.00 |
| 28 Electronic Safety and Security | | | \$28,000 | \$7.00 |
| 31 Earthwork | | | | |
| 32 Exterior Improvements | | | | |
| 33 Utilities | | | | |
| Subtotal | | | \$1,956,341 | \$489.09 |
| General Conditions | 10.00% | | \$195,634 | \$48.91 |
| Subtotal | | | \$2,151,975 | \$537.99 |
| Overhead and Profit (OH&P) | 4.25% | | \$91,459 | \$22.86 |
| Subtotal | | | \$2,243,434 | \$560.86 |
| Bonds & Insurance | 2.50% | | \$56,086 | \$14.02 |
| Subtotal | | | \$2,299,520 | \$574.88 |
| Design Contingency | 5.00% | | \$114,976 | \$28.74 |
| Subtotal | | | \$2,414,495 | \$603.62 |
| Escalation to MOC, 07/14/23 | 7.16% | | \$172,836 | \$43.21 |
| TOTAL ESTIMATED CONSTRUCTION COST | | | \$2,587,332 | \$646.83 |

| | |
|---|--------------------|
| 100% Construction Estimate | |
| EOC Building - Prefabricated Metal Building | |
| EOC Metal Building* | \$2,964,524 |
| Fire Pump System | \$500,000 |
| Solar Panel System | \$100,000 |
| Electrical | \$296,873 |
| Communications | \$52,286 |
| Sitework | |
| Striping/Signage | \$14,047 |
| Gravel for Interim Condition | \$10,453 |
| Landscape for Interim Condition | \$6,000 |
| As of December 2023 | \$3,944,183 |
| * includes | |
| General Conditions | 10% |
| Overhead & Profit | 4.50% |
| Bonds & Insurance | 2.50% |
| Design Contingency | 2% |
| Escalation to Dec 4, 2023 | 9.12% |

100% Design

Funding Outreach – Federal

- FY 2022 Homeland Security Appropriations Bill
- **Request for \$3 million**
- April 2021
 - Meeting with Senator Feinstein
 - Meeting with Senator Padilla
 - Letters of support requested and received
 - Funding Application/Request submitted
- Our project was chosen as one of nine projects selected in California
- Dec 2021
 - Notified project cut based on direction received from FEMA



Funding Outreach – Federal

- April 2022
 - FY23 Appropriations Request to Senator Padilla Office submitted April 4th
 - FY23 Appropriations Request to Senator Feinstein Office submitted April 4th
 - Requested changed this year to 2 million based on the 75%/25% match
- June 2022
 - **MWDOC Board approved the match funding at the June 2022 Board Meeting (1 million dollars)**
 - Both Senator Feinstein and Senator Padilla Office submitted projects to the Senate Appropriations Committee for funding.
- July 2022
 - Department of Homeland Security Appropriations Bill 2023 Report released and the WEROC EOC did not make the list
 - Note: not many projects in California made the list and only one EOC nationwide in South Carolina made the list



Funding Outreach – State

- Dec 2021
 - 2021 HMGP NOI released and due Jan 2022
 - NOI EOC Project Submitted by WEROC
 - Engagement at State Legislative Level
- Jan 2022
 - DWR contacted potential funding opportunities. No funding is directed to Southern California similar to the funding being allocated to Delta Projects.
- Feb-March 2022
 - MWD OC Governmental Affairs met with each office in the Orange County delegation to educate them on the project.
- March 2022
 - CalOES invites MWD OC/WEROC to submit sub-application for HMPG funding based on NOI request. Due April 2022
- April 2022
 - HMP Application pulled based on the BCA results & challenges trying to use HMP for construction
 - MWD OC Governmental Affairs secured both a Senate and Assembly budget request letter, signed by each member of the Orange County delegation, which was submitted to designated budget staff, as required.



Funding Outreach – County

Our Ask

Request the County allocate \$1.15 million for the WEROC Operations Center from the American Recovery Act or other discretionary funding available.

- July 2021 - Initial Request Letter Sent to the County
- August 2021 - Meeting with CEO office
- Sept 2021 - Letters of Support Requested
- October 2021 - Meeting with County Board of Supervisor Don Wagner
- November 2021 - Meeting with County Board of Supervisor Lisa Bartlett
- February 2022 - Meeting with County Board of Supervisor Doug Chaffee
- February 2022 - Meeting with County Board of Supervisor Andrew Do
- February 2022 - County Support Letter Campaign
- March 2022 - Follow up Conversation with CEO and County on Process
- April 2022 - Meeting with County Board of Supervisor Katrina Foley
- May 2022 - County CEO advises this will not be an inclusionary budget item as funding is allocated to County Capital Projects

*** Government Affairs remained engaged with County BOS Wagner and Bartlett's office between November – February due to redistricting other meetings delayed*



Current Appropriations Process



Current Appropriations Funding Opportunity for FYE'24 and changes to their requirements

There are two Federal Emergency Management Agency (FEMA) grant programs within the Subcommittee on Homeland Security's jurisdiction that are open to CPF requests: Pre-Disaster Mitigation (PDM) grants, which the WEROC EOC cannot qualify for, and Emergency Operations Center (EOC) grants.

CPF funding in the FY 2023 House bill ranged between \$158,176 and \$3,000,000 for individual EOC grants. This year as part of the application project, the appropriation committees have added 12 qualification questions in which WEROC can meet with the exception of the following, which has not been approved by the board.

1. *If less than the requested amount is provided as the federal share, would additional state, local, or other eligible funding sources be available to support the project?*



- Member Agency Input Acknowledgement
 - No EOC – Cost too Much
 - Member Agency Space Available
 - Retail Shopping Center Lease Available

What WEROC Has Assessed and Learned

- Member Agency Needs over Past 3 Years
 - Actual Event Analysis
- WEROC EOC Strategic Plan Assessment
 - Cost Analysis
 - Operational Capability
 - Current Lack of Capabilities
 - Short Term vs Long Term
 - Mutli-layered, Phased Approach



| Resource Request and Deployment Module | | | | | | | | | | |
|---|----------------------------------|----------|----------------|------------|-----------------|-------------|-----------|---------------------|---------------------|--|
| <div> Inventory Requests Deployments Back to JMS </div> | | | | | | | | | | |
| <div> Request Item Create Report </div> | | | | | | | | | | |
| Requests | | | | | | | | | | |
| <div> <input type="text"/> <input type="button" value="Search"/> <input type="button" value="Clear"/> </div> | | | | | | | | | | |
| <div> My Assignments My Requests View All </div> | | | | | | | | | | |
| <div> <input type="button" value="Select Status"/> </div> | | | | | | | | | | |
| Request Number | Resource Requested | Quantity | Requestor Name | Originator | Last Updated By | Assigned To | Status | Date/Time Requested | Last Updated | Details |
| 13823 | 4" Flat Hose with Bauer fittings | 1 Other | Vicki Osborn | WEROC | WER EOC Manager | WEROC | Completed | 05/12/2022 06:14:01 | 05/12/2022 08:32:07 | View Edit Deploy Print |





Member Agency Input & Presentations

- February 7th - WEROC Member Agency Meet
- February 16th – MWDOC GM Meeting



With the increase costs and the difficulty of securing outside funding to construct a EOC at the ETWD site while seeking to maintain the steadfast readiness of a facility to manage a disaster, WEROC staff presented two potential alternatives for the WEROC member agencies & MWDOC managers to consider:

1. Work with a member agency that is offering to reconfigure their workspace for WEROC during their remodel project. However, at this time there is nothing in writing with this agency to formalize this offer, or a timeline as to which this would be available.
2. Purchase a Mobile EOC/Command Vehicle that would meet the standard needs of a EOC during a disaster until a permanent WEROC EOC occurs.

WEROC Request Option 1



Seek the Board's approval to use of up to \$500,000 of available reserve funding, approved by the Board on June 15, 2022 for the federal 25% local match, to purchase a mobile EOC/Command Vehicle; and not move forward with the construction of the WEROC EOC project at the ETWD site.

****Staff Recommendation**



WEROC Request Option 1



Mercedes Van

\$119,000.00

[CONTACT US](#)

Category: **Medical**



[REQUEST MORE INFORMATION](#)

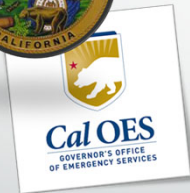
[PURCHASE THIS TRAILER](#)

Mercedes-Benz 2500 Sprinter Van

- Diesel Engine
- Sliding Side Door and Rear Double Doors
- Cable Entry Door w/ Cable Clamp
- Rear Scene Light
- Roof Strobe Light
- Rear Directional Arrow Board
- Roof Mount Solar System
- 11,000 BTU Roof Mount AC w/ Heat Strip
- 14' Rear Compartment w/ Countertop, Drawers, and Cabinets
- First Aid Kit
- Fire Extinguisher
- Inverter w/ Battery Installed
- Exterior 20 Amp Charging Port
- Wall and Floor Tie Downs
- 110 Volt Electrical Outlets
- 12 Volt Roof Mount LED Lights

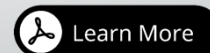


WEROC Request Option 2



Continue with the WEROC EOC Project at the ETWD site and seek funding again this year at the state and federal levels.

Vicki Osborn
 Director of Emergency Management
 714-593-5010
 vosborn@mwdoc.com



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**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: <http://www.gsaadvantage.gov>

WORLDWIDE FEDERAL SUPPLY SCHEDULE CONTRACT FOR MAS,

**CONTRACT NUMBER:
GS- 30F- 0012T**

PERIOD COVERED BY CONTRACT:
January 31, 2022 through January 31, 2027

**Mobile Concepts Specialty Vehicles
480 Bessemer Road
Mt Pleasant, PA 15666
Phone: (724) 542-7640
Fax: (724) 542-7648
www.mobileconcepts.com**

General Services Administration
Management Services Center Acquisition Division
Revision # 24, Dated 8/4/2022

Business Size: **SMALL**
DUNS: **00-810-5343**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at
<http://www.fss.gsa.gov>.

GSA AWARDED TERMS AND CONDITIONS MOBILE CONCEPTS SPECIALTY VEHICLES

- 1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded prices.
- 3361 Law Enforcement and Fire Fighting Vehicles and Attachments - Includes fire fighting and law enforcement vehicles and their related attachments, such as mobile water supply attachments, fire fighting vehicle glider kits, SWAT vehicles, mobile crime scene vehicles, etc. NOTE: All vehicles must be certified as National Fire Protection Association (NFPA) and/or Federal Aviation Administration (FAA) compliant, as applicable.

3361V Vocational Vehicles - Utility & Telecom Construction Equipment and Attachments: Includes but not limited to: Service and Line Body Trucks, Personnel Lifts, Digger Derricks, Cable Placers. Special Vocation Vehicles and Attachment: Vocations include but not limited to: Blood Donor, Dental, Laboratory, Medical, Clinical, Healthcare, Mobile Command, Concession, Sound Stage, Emergency Response, Communication, Broadcast, Electronic News Gathering, Training, Marketing, Troop Transport, Patient Evacuation, and related options and equipment. Platforms include but not limited to: Truck, Van, Semitrailer, Trailer, Bus, and Motorcoach. Aircraft Ground Support Vehicles and Equipment: Includes but not limited to: Catering Highlift Trucks, Cabin Service Highlift Trucks, Handicap Passenger Highlift Trucks, Stake Bed Highlift Trucks, Narrow Passenger Stairway Trucks, Wide Body Passenger Stairway Trucks, Lavatory Trucks, Washers and De-icer Maintenance Lifts, Potable Water Trucks, Lavatory Carts, Belt Loaders, and related accessories. Waste Disposal Vehicles and Attachments: including but not limited to: Refuse Vehicles and/or Trailers; Recycling Vehicles and/or Trailers; Hazardous Waste Disposal Vehicles and/or Trailers; and Liquid Waste Vehicles and/or Trailers, Roll-off, Hoist, and Hook Lift Trucks.

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

3361V – Mass Casualty Medical Supply \$75,521.12

- 1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. **NOT APPLICABLE**

2. Maximum order. **5+ Units**

3. Minimum order. **\$100**

4. Geographic coverage (delivery area). **48 Contiguous US States, Washington DC, Alaska, Hawaii and Puerto Rico.**
5. Point(s) of production (city, county, and State or foreign country).
**Mobile Concepts Specialty Vehicles
480 Bessemer Road
Mt Pleasant, PA 15666
Westmoreland County
Phone: (724) 542-7640**
6. Discount from list prices or statement of net price. **Net GSA pricing is listed in the attached pricing tables**
7. Quantity discounts. **GSA Net pricing as shown in pricing tables below.**
8. Prompt payment terms. **0%, Net 30 Days**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. **Yes**
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. **Accepted**
10. Foreign items (list items by country of origin). **NOT APPLICABLE**
- 11a. Time of delivery. **210 Days After Receipt of Order.**
- 11b. Expedited Delivery. **Products are available for expedited delivery. Expedited delivery time is Negotiated between Contractor and Ordering Agency**
- 11c. Overnight and 2-day delivery. **Products are available for expedited delivery. Expedited delivery time is Negotiated between Contractor and Ordering Agency**
- 11d. Urgent Requirements. **Products are available for urgent delivery. Urgent delivery time is Negotiated between Contractor and Ordering Agency**
12. F.O.B. point(s). **Origin, freight pre-paid and added to invoice**
- 13a. Ordering address.
**Mobile Concepts Specialty Vehicles
480 Bessemer Road
Mt Pleasant, PA 15666
Westmoreland County
Phone: (724) 542-7640**
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address.

**Attn: Accounts Receivable
Mobile Concepts Specialty Vehicles
480 Bessemer Road
Mt Pleasant, PA 15666
Westmoreland County
Phone: (724) 542-7640**

15. Warranty provision:

All warranties shall begin effective from the date of final acceptance by the Purchaser. Replacements and repairs under this warranty shall be made by Mobile Concepts Specialty Vehicles at no cost and to the satisfaction of the Purchaser. Mobile Concepts Specialty Vehicles warrants the equipment furnished to be of the highest quality, complying with the specifications, and free from defects in workmanship and materials.

Mobile Concepts by Scotty warrants all manufactured items on the Command Post to be free from manufacturing defects in materials or workmanship for a period of one (1) year. All appliances are warranted through their respective manufacturer.

16. Export packing charges, if applicable. **NOT APPLICABLE**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). **SAME**
18. Terms and conditions of rental, maintenance, and repair (if applicable). **NOT APPLICABLE**
19. Terms and conditions of installation (if applicable). **NOT APPLICABLE**
- 20a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **NOT APPLICABLE**
21. List of service and distribution points (if applicable). **NOT APPLICABLE**
22. List of participating dealers (if applicable). **NOT APPLICABLE**
23. Preventive maintenance (if applicable). **PLEASE REFER TO THE OWNERS MANUAL FOR FURTHER INFORMATION**
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **NOT APPLICABLE**
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/. **NOT APPLICABLE**
25. Data Universal Number System (DUNS) number. **00-810-5343**
26. Notification regarding registration in SAM database.

CAGE Code # 04PY3 Registration valid until 1/13/23.

Mobile Concepts Specialty Vehicles
Awarded GSA Pricing
GS-30F-0012T

| SIN | Vehicle Number | Vehicle Specifications | GSA Price (Quantity 1-4) | GSA Price (Quantity 5+) |
|-------|-----------------------|--|--------------------------|-------------------------|
| 3361V | Command-39-REAR CARGO | Mobile Command Center 39' : 39' Fiberglass Trailer, Rear Cargo Area, 8KW Gen, 2 Workstations, TV/Monitor Stations, DSS, Night vision Camera, Pre-Wire radio, CAT 6, 7 Person Conference, Scene Lighting, HVAC, Cabinetry w/whiteboards, Galley, Bathroom, Awning, Custom Graphics, Can also be used as a mobile classroom, mobile command post, hazmat vehicle with cascade SCBA air canister or container refilling station and mass decontamination showers for COBRA and hazmat teams, emergency response or disaster relief and recovery aid, mass casualty or triage incident command, mobile office with communications for fire, police, hazmat or SWAT teams and interior and exterior supply storage available. Can be armored for ballistic protection. | \$170,117.58 | \$168,326.87 |
| 3361V | Command-39-5WS | Mobile Command Center 39' : 39' Fiberglass Trailer, Slideout, Sleeping Area, 8KW Gen, 4 Workstations, TV/Monitor Stations, DSS, Night vision Camera, Pre-Wire radio, CAT 6, 7 Person Conference, Scene Lighting, Galley, Cabinets w/whiteboards, Bathroom, Awning, Custom Graphics. Can also be used as a mobile classroom, mobile command post, hazmat vehicle with cascade SCBA air canister or container refilling station and mass decontamination showers for COBRA and hazmat teams, emergency response or disaster relief and recovery aid, mass casualty or triage incident command, mobile office with communications for fire, police, hazmat or SWAT teams and interior and | \$192,812.77 | \$190,783.16 |

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| | | exterior supply storage available. Can be armored for ballistic protection. | | |
| 3361V | Command-39-4WS | Mobile Command Center 39': 39' Fiberglass Trailer, Radio Mast, 8KW Gen, 4 Workstations, TV/Monitor Stations, DSS, Night vision Camera, Pre-Wire radio, CAT 6, 7 Person Conference, Scene Lights, Cabinetry w/whiteboards, Galley, Bathroom, Awning, Custom Graphics, Options Available. Can also be used as a mobile classroom, mobile command post, hazmat vehicle with cascade SCBA air canister or container refilling station and mass decontamination showers for COBRA and hazmat teams, emergency response or disaster relief and recovery aid, mass casualty or triage incident command, mobile office with communications for fire, police, hazmat or SWAT teams and interior and exterior supply storage available. Can be armored for ballistic protection. | \$179,115.63 | \$177,230.20 |

| SIN | Vehicle Number | Vehicle Specifications | GSA Price (Quantity 1-4) | GSA Price (Quantity 5+) |
|-------|---------------------------|--|--------------------------|-------------------------|
| 3361V | COM COMMAND -35-5WS | Communications Command Trailer-35 feet 35' Fiberglass Communications Command Trailer w/5 workstations wired for PBX phones, Emergency Radios (Vhf/Uhf, amateur, 800mhz, Digital 2-way, CB & aircraft). The trailer will have an 8KW gen, TV/Monitor stations, Over-the-air HD antennas, Night vision camera infrared day/night mode (36X zoom, 355 degree pan, 180 degree tilt view, defogger/lens wiper, joystick, DVR). Enhancements include: Equipment rack, Weather station, Battery rack w/charge system, Radio room w/workstation, LED scene lights, | \$218,637.16 | \$216,335.72 |

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| | | interior red/white fluorescents, Custom cabinets w/whiteboards, Non-skid commercial grade floor, Fiberglass reinforced plastic (FRP) lining interior walls (.090"), Ribbed loop pile ceiling fabric, Galley, Restroom, Leveling jacks, Custom graphics. Use as Incident command post, Mobile emergency operations center, Tactical operations center, Communications post, Hazmat command, Advanced echelon trailer (ADVON), WMD response command, CERT team training mobile classroom. | | |
| 3361V | Mass Casualty16-Shelter Module | <p>Mass Casualty Medical Emergency Supply Trailer – Shelter Module for 100 Patients</p> <p>A 16 foot length medical supply trailer comes fully stocked with 100 military style cots, 15 enclosed portable shelters, 20 first responder trauma kits, bed linens, blankets and pillows for 100 patients, a 5000W gas generator and 2 dual head 500W portable lights with stands .</p> <p>Other supply modules are available (size of trailer may increase) including disaster triage, field morgue command module, CERT response, CERT medical collection, Haz Mat mass decon, animal rescue, flood response, comfort stations, flood response and emergency lighting modules.</p> <p>Can be configured to include other options so it can be used as an incident command vehicle, MEOC mobile emergency operating center, technical rescue trailer, for disaster response, a mobile communications center, a field command center and logistics support unit; training simulator for arms training, tactical scenarios and as a portable field office.</p> | \$75,521.12 | \$74,726.16 |

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| 3361V | COMMAND- 35-5WS- Slideout | Mobile Emergency Operations Center- 35ft 35 foot length mobile emergency operations center is a Gelcoat fiberglass trailer that qualifies as FEMA Type III MEOC w/addition of mobile broadband satellite internet system. Contains a FLIR thermal imaging camera, an elec operated slideout, 5 workstations, conference room, galley, bathroom, 20' elec telescoping mast, 8 KW gen, vented electronics equipment rack (w/exterior access door for troubleshooting), 2-LCD TVs, DSS, 5 phone PBX system (2 in lines/5 IP stations/5 networking ports/1 comm platform), 42" exterior LCD TV w/roll up door, Pre-Wire radio/CAT 6/12v/110v, SMART Board, Blu Ray Player, night vision camera infrared day/night mode (36X zoom, 355 degree pan, 180 degree tilt view, defogger/lens wiper, joystick controlled), 4-500w telescopic scene lights, red/blue emerg lights, elec awning, elec jacks & graphics allowance. Can operate as a mobile command post, MEOC, EOC, mobile emergency operations center or incident command. | \$260,476.12 | \$257,734.27 |
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| 3361V | SPRINTER CommComm and-3WS | Sprinter emergency communications transport vehicle for 5 includes driver. Freightliner 3500 turbocharged diesel w/3 workstations. 3 ambulance style seats w/lap belt & front passenger swivel seat w/laptop desk. Counter w/lower cabinets & overheads, electronic equipment rack, CAT6, pre-wire radio, fluorescent & LED lights, gray fabric covered walls, raised coined flooring, coffee maker & fridge, a/c with heat strip & 2000w heater. 8kW Onan diesel gen w/ATS & remote start, 6 LED scene lights, awning, antenna aluminum roof rail system w/pre-wiring for 8 future antennas, rear swing out doors w/access to gen & rear of equip rack, roof access ladder, \$4,000.00 allowance for emergency warning systems, \$1,5000.00 allowance for exterior graphics., back up camera w/monitor. Use for SWAT tactical vehicle, personnel carrier ,troop transport, swat temporary communications, emergency & tactical response, response coordination. info@MobileConcepts.com | \$166,454.55 | \$164,702.40 |
| 3361V | SPRINTER- SWAT-10 | Sprinter SWAT Troop Transport Vehicle. Freightliner 3500 transport up to 10 SWAT personnel & incident response team. Tactical interior for troop deployment w/benches on both sides w/storage, full length grab handle rails, rubber treadplate floor, heat & air, reinforced front bumper w/push bar & rear step bumper, 2 roof mounted remote control high intensity search lights, back up camera w/monitor. Turbocharged diesel, 2 rear swing doors & roof access ladder. Use for SWAT ops, negotiation, SWAT tactical vehicle, personnel carrier, emergency response, border patrol, bomb threat response and anti-terrorism vehicle. Armoring packages to protect against fragmentation, projectiles, explosive; run flat tire inserts, emergency lighting & warning systems plus other options are available. Can be EOD robot ready w/rear hydraulic lift gate for EOD | \$125,062.02 | \$123,745.58 |

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| | | response & other options Email info@MobileConcepts.com ALS, unified command suites, ADVON, TOC, WMD response, communications suites | | |
| 3361V | FW42- 2Slideout | State Outreach Office 42'L X 8'W This 42-foot length gelcoat fiberglass 5th wheel trailer is designed as an outreach center that functions as a mobile DMV office with 4 customer service counters, a waiting area for up to 8, a private manager's office and a break area for the staff. A wheelchair lift with a dedicated access door meets ADA. All necessary power ports installed for full operation. An Onan 10kw diesel gen w/remote remote start & ATS is installed with a 120v 50amp shoreline hook-up w/25 foot power cord. Two (2) high capacity 13,500 btu heat pumps and two (2) 750w electric wall heater installed. This design can be used as a mobile DMV service center, veteran affairs outreach center, recruitment vehicle or re-designed as a mobile office space to fit your requirements. Contact us for details Info@MobileConcepts.com or 724-542- 7640. | \$222,429.70 | \$220,088.33 |
| 3361V | Mobile29- 6Console | Mobile Recruitment 29'L X 8'W This 29-foot, gelcoat fiberglass recruitment and gaming trailer features a full-body graphics wrap that can be customized to fit your message. Six (6) gaming consoles are accessible from the exterior of the trailer via a compartment door. Each gaming console includes a 55" HDTV protected by tempered glass and soundbar. Three (3) Xbox systems installed on the curbside and Three (3) PlayStations on the roadside. Each include four (4) gaming controllers. The fire apparatus grade roll-up compartment doors have an anodized aluminum finish and strikers that support the stainless steel lift bar. Three (3) custom fabric awnings, and DOT lighting complete the exterior package. Interior includes raised coin flooring, high-impact laminated counters, 12v | \$103,441.84 | \$102,352.98 |

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| | | LED lighting, CAT6 wiring, 110v outlets, and a wireless router. A Honda EU7000 gen installed. These trailers work great as marketing vehicles or mobile recruitment centers. Contact us Info@MobileConcepts.com or 724-542-7640. | | |
| 3361V | TOC-29Slideout-5WS | Mobile Expeditionary Trailer 29'L X 8'W A high tech, compact 29-foot tactical operations center wired for external connectivity to various support vehicles for internet, phone, satellite, and video. This gelcoat fiberglass trailer includes 5 workstations, overhead cabinetry; 4 ft electronic slideout, vented electronics equipment rack, a 20' mast, six (6) LCD TV's, one(1) 42" exterior view LCD TV w/roll-up door and exterior speakers, walk-on roof, CAT6/ 12V/110V wiring, four(4) exterior LED scene lights, one A/C and two(2) heaters. The unit is powered by a Honda EU7000 generator on hitch. Trailer can an operated as a tactical command center, mobile command control center, multipurpose military trailer, mobile eod, temp communications vehicle, command post, mobile expeditionary trailer or (UOC) Unit Operations Cnet. Contact us for details Info@MobileConcepts.com or 724-542-7640. | \$123,935.42 | \$122,630.84 |

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| 3361V | REHAB-39 | Rehab/Triage Treatment Trailer 39'L X 8'W Trailer interior contains a triage/treatment, rehabilitation, bunk area. The triage/treatment room has 1 workstation with an office chair, base cabinets, sink, instant hot, O2 (M-Tank) and all component accessories (O2 manifold, regulator, wall plate, suction cannister and tubing and fittings), a floor drain for cleaning and sharps container. The rehab includes padded benches, overhead aluminum cabinets, COOLSHIRTS components six (6) vents, cooler system, and six (6) wall mounted O2 receptacles. Bunk area features 2 - three man bunk systems, Six (6) locker system, 34" workstation with rolling chair, and 120v/USB receptors. Deluxe roll-out awning, electronic leveling jacks, four (4) 110-volt LED scene lights installed on all four corners,. Powered by an Onan 8kw Diesel generator on the hitch with a 20 gallon fuel tank. Contact us at Info@MobileConcepts.com or 724-542-7640. | \$181,432.01 | \$179,522.19 |
| 3361V | COMMAND-39 4WS MOC Slide out | COMMAND 39 Mobile Operations Center 39'L X 8'W The Command 39 4WS MOC Slide Out is divided into three (3) sections. The front room serves as an operations center with two (2) workstations located in an electric slide-out, a 29" LED TV w/ HDMI installed, overhead cabinetry, and a conference table w/ bench seating storage underneath. In the midsection/server room has four (4) 37U server racks w/ locking front mesh doors and a single-person workstation with storage and overhead cabinetry. The storage/work area houses a Demarc panel w/ CAT6, a single person workstation w/ storage, work counter w/ 2 rows of wall mount E-Track, and recessed D-Rings in the floor. Exterior features include gel-coat fiberglass, rear drop down ramp, retractable awning, reinforced walk-on roof w/ fixed ladder | \$210,743.60 | \$208,525.24 |

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| | | access, four (4) telescopic scene lights and LED DOT lighting. Three (3) 13,500 Btu AC/heat pumps provide necessary comfort and the unit is powered by a 12kW diesel generator. | | |
| 3361V | Command-42-8ws 2 Slideout | <p>Mobile Command 42 2 Slideout 42'L X 8'W</p> <p>The Command-42-8WS 2 Slideout features eight (8) workstations and can be used for communication support and coordination during disasters. The interior is separated into three (3) portions: a front conference room, middle radio room, and a rear communications area. The conference room has two (2) slideouts w/ padded benches; hinged bench tops for storage, a six (6)-person conference table w/ rolling chairs. The radio room includes five (5) pre-wired workstations, a 37U electronics rack, fridge, and microwave. The rear communications area has three (3) pre-wired workstations w/ task chair, a stand up height workstation, and a removable access door to the exterior TV cabinet. Additional features include a PTZ night vision camera on aluminum push up pole, 50" exterior TV accessible via roll-up door, 18' awning, LED 12V scene lights, 13,500 Btu high capacity ducted heat pumps, 7,500-watt electric heaters, and a 12kW diesel generator w/20gal fuel cell.</p> | \$250,878.97 | \$248,238.14 |
| 3361V | Command-36-FW6WS | <p>Mobile Command Center 36FW 36'L X 8'W</p> <p>The Command-36-FW6WS is a 36-foot Long trailer with a 5th wheel (or Gooseneck) hitch. The interior of this unit includes six (6) workstations with task chairs, aluminum cabinets with dry erase surfaces, (1) 29-inch and (1) 42-inch LED TV, micro digital clock, high impact laminate counters, raised coin flooring and FRP pebble interior walls. A 6 person conference room is located in the front of the vehicle. HVAC is provided by (2) 750w electric wall heaters and (2) AC/Heat Pumps. A PTZ night vision camera on a telescopic</p> | \$210,900.48 | \$208,680.47 |

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| | | <p>pole, exterior view 42" TV behind Plexiglas and a roll up door, deluxe roll-out awning, exterior graphics, telescopic scene lights (four (4) 110-volt, 500-watt) on all four corners, Split red/blue emergency lights, and electric leveling jacks with auxiliary battery complete the exterior. An Onan 12KW generator in a sound proof locking cabinet with a 20-gallon fuel cell powers this unit.</p> | | |
| 3361V | FW-36EOD | <p>EOD Robotics Work Trailer 36'L X 8.5'W 36-foot fifth wheel Explosives Ordnance Disposal (EOD) trailer has three (3) interior sections: rear garage area with ramp door, rehab/changing, and restroom/kitchenette. The rear garage area features aluminum tread plate floor, aluminum work counters, polyethylene plastic workstation, recessed "E" track for securing robots, 46" LED TV on swing mount, and whiteboards. The Rehab/Changing area consists of a gear locker, steel security cage, bench, and a multi-shelf charging station. The restroom has a shower w/ instant hot water heater and fresh/black/gray tanks. The kitchenette includes a sink, microwave, fridge, and Keurig. Additional features include exterior .040 aluminum, triple axles, electronic front landing gear, 10kW diesel generator w/ 22gal fuel cell, 21'x 8' electric awnings, emergency lights, scene lights, 20' - 12V Electric Mast w/ Nycoil, 46" exterior TV w/ roll-up door, tow (2) AC/ Heat pumps, PA system w/ exterior speakers and graphics allowance.</p> | \$197,109.64 | \$195,034.80 |
| 3361V | CBP Command MCaP-35 | <p>Mobile Command and Processing Center 35 CBP Command MCaP-35 35'L X 8'W The Command MCaP-35 is a 35-foot Mobile Command and Processing Center. The interior of this trailer is divided into four (4) areas: a private conference room, workstation area,</p> | \$188,902.31 | \$186,913.86 |

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| | | galley, and bathroom. The conference room has seating for seven (7) people and has a pocket door for privacy. There are 4 workstations with task chairs, each are equipped with all necessary wiring (110v, 12v, CAT6, Antenna). Above each workstation are aluminum cabinets with dry erase surfaces. There is also a refrigerator, microwave, and Keurig in the galley area. Tactical red/white LED ceiling are installed. The exterior features Four (4) dome night vision cameras, dish satellite with receivers, custom graphics and an electric awning. Additional features include: electric leveling jacks, Various LED TV's, 8000w Onan diesel generator with a 30-gallon fuel tank, 13,500 btu heat pumps, 750w electric wall heaters, and telescopic LED scene lights. | | |
| 3361V | CBP Command MCaP-42 | Mobile Command and Processing Center 42 CBP Command MCaP-42 42'L X 8'W The Command MCaP-42 is 42-feet long with a fifth wheel hitch. The fifth wheel hitch features storage that can be accessed from the interior and exterior. The interior is separated into three (3) portions: a conference room, a waiting and workspace area, and a galley area. The conference room features bench seating and a pocket door for privacy. The waiting area has bench seating for eight (8) people. The four (4) stand up workspaces are located in the two (2) electronic slide outs for more interior space. Each workspace features flip counters, task chairs, storage, and wiring (110v, 12v, CAT6). The galley features a microwave and refrigerator. Additional features include a custom graphics package, 24u electronics rack, LED red/white tactical lighting, electric leveling jacks, 13,500 btu high capacity ducted heat pumps, 750w electric heaters, and a 12kW diesel generator with 30gal fuel cell. | \$265,117.29 | \$262,326.58 |

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|-------|-----------------------------|--|--------------|--------------|
| | | | | |
| 3361V | Sprinter CRREL MB 144 | The Mercedes-Benz Sprinter 2500 Crew Van has a 144" WB with a high roof. The sprinter is a 6 cylinder diesel engine. Payload is up to 4356 lbs. The interior features raised coin flooring, white smooth fiberglass, and LED ceiling lights. Four (4) swivel seats that are removable, 2nd row seats move forward and backward. One workstation with fold-down desktop, computer mount, 27" monitor and prewired (12V, 110v, CAT6). The rear cargo area features five (5) cargo tie-down rails and. The exterior features LED scene lights, electric awning, walk on roof, and mounted ladder. OEM Packages and accessories include: additional battery package, trailer hitch package, overhead control panel with reading lights, instrument panel storage bin, driver overhead storage, and removal of side and rear door badging. Additional features include: upgraded tires, weather-tight bulkhead, back up battery, and 120VAC power system. | \$146,603.23 | \$145,060.04 |
| 3361V | FG- 31Bleacher FLT G | Mobile Classroom: 31' L Trailer, Fire Education Training, Bleacher Seats for 9, Heated Bedroom Door, 911 Phone, Smoke System, 7 KW Honda Gen, Wheel Chair Ramp, HVAC. Tow w/1-ton truck. Can also serve as mobile command vehicle, interior or exterior supply storage available, emergency response and disaster relief or recovery, incident command, mobile office with communications for fire, police, hazmat or SWAT teams, Can be armored for ballistic protection. | \$88,998.20 | \$88,061.38 |

| | | | | |
|-------|------------------------|--|-------------|-------------|
| 3361V | FG-35Bleacher FLT G | Mobile Classroom: 35' L Trailer, Fire Education Training, Bleacher Seats for 15, Heated Bedroom Door, 911 Phone, Smoke System, Honda 7 KW Gen, Wheel Chair Ramp, HVAC. Tow w/1-ton truck. Can also serve as mobile command vehicle, interior or exterior supply storage available, emergency response and disaster relief or recovery, incident command, mobile office with communications for fire, police, hazmat or SWAT teams, Can be armored for ballistic protection. | \$89,419.36 | \$88,478.10 |
| 3361V | FG-39Bleacher FLT G | Mobile Classroom: 39' L Trailer, Fire Education Training, Bleacher Seats for 15, Heated Bedroom Door, 911 Phone, Smoke System, Wheelchair Ramp, 7 KW Honda Generaor, HVAC. Tow w/1-ton truck. Can also serve as mobile command vehicle, interior or exterior supply storage available, emergency response and disaster relief or recovery, incident command, mobile office with communications for fire, police, hazmat or SWAT teams, Can be armored for ballistic protection. | \$92,051.60 | \$91,082.64 |
| 3361V | FG-3500FLT G | Mobile Classroom: 35' L Trailer, Fire Education Training, Kitchen, Living Rm, Bedroom, Heated Door, 911 Phone, Smoke System, Wheelchair Ramp, 7KW Honda Generator, HVAC. Tow with 1-ton truck. Can also serve as mobile command vehicle, interior or exterior supply storage available, emergency response and disaster relief or recovery, incident command, mobile office with communications for fire, police, hazmat or SWAT teams, Can be armored for ballistic protection. | \$89,419.36 | \$88,478.10 |
| 3361V | FG-3900FLT G | Mobile Classroom: 39' L Trailer, Fire Education Training, Kitchen, Living Rm, Bedroom, Heated Door, 911 Phone, Smoke System Wheelchair Ramp, Honda 7KwGenerator, HVAC. Tow with 1-ton truck. Can also serve as mobile command vehicle, interior or exterior supply storage available, emergency response and disaster relief or recovery, incident command, mobile office with communications for fire, police, hazmat or SWAT teams, Can be armored for ballistic protection. | \$92,051.60 | \$91,082.64 |

| | | | | |
|-------|---|--|--------------|--------------|
| 3361V | Combination Sprinkler/ Fire Safety House | Mobile Classroom: Combination Sprinkler/Fire Safety House FLT w/Multi Media Cabinet: 39' L Trailer, Fire/Sprinkler Education, Live Fire Demo, Kitchen, Heated Door, 911 Phone, Smoke System, Wheelchair Ramp, Honda 7KW Gen, HVAC. Tow with 1-ton truck. Can also serve as mobile command vehicle, interior or exterior supply storage available, emergency response and disaster relief or recovery, incident command, mobile office with communications for fire, police, hazmat or SWAT teams, Can be armored for ballistic protection. | \$100,134.69 | \$99,080.64 |
| 3361V | MOBDECON 24-3L With Roller System | This 24L x 8W Decontamination/Hazmat/Multi purpose trailer has 1 assisted decontamination chamber with non-ambulatory portable decon roller system for patients on a stretcher or backboard, two(2) 3-stall decontamination lanes (Undress, Shower/Rinse, Dry/Redress) for walking ambulatory patients, 4 non -skid ramp doors, on-demand soap inducted nozzle & rinse nozzle in each lane, 3 on-demand gravity-fed detergent mixing systems, raised grid flooring, auto waste water dump w/500 g waste water bladder, eco-friendly gas-fired 199,000 BTU water heater, 35,000 BTU gas furnace, hydrant water inlet, pressure regulator, PEX tubing & fittings, FRP interior walls, isolated maintenance room, LED lighting, 5.5 KW Onan LP Generator, onboard surge protector, 4 LED exterior scene lights, 3 exhaust fans. | \$132,579.70 | \$131,184.13 |
| 3361V | MOBDECON -35-6L with roller system | This 35L x 8W trailer system has 1 assisted decontamination chamber with non-ambulatory portable decon roller system for patients on stretcher or backboard and (6)-3-stall decontamination chambers (Undress, Shower/Rinse, Dry/Redress) for walking ambulatory patients, side entrance to isolated mechanical room. Decon chambers include rinse station w/showerheads & 2 hand-held sprayers, on-demand gravity-fed detergent mixing system, raised grid flooring, waste water bladder, eco-friendly gas-fired water heater, gas furnace, hydrant water inlet, pressure regulator, PEX tubing & | \$198,936.41 | \$196,842.35 |

| | | | | |
|-------|-----------------------------------|--|--------------|--------------|
| | | fittings, FRP interior walls. LED lighting, Onan 5.5kw LP gen, onboard surge protector, electric exhaust fans, 4 LED scene lights. Can be used for mass decontamination/HazMat/multi-purpose, Chemical Biological Decon Operations, CBRNe, Emergency Response, disaster recovery, critical incident response, mass casualty, and triage. | | |
| 3361V | Mobile Classroom 35-iBed | 35L X 8W (EY), This 35 foot interactive 2-room smart fire safety trailer uses multimedia & real environmental effects for fire prevention education. The rear bedroom showcases a heated door, escape window & ladder, bed w/mattress, non-toxic smoke system, and smokealarms. Children and adults experience a variety of fire & injury prevention scenarios. A severe emergency weather DVD is also included. The front kitchen stage includes life-like oven and stovetop fire simulations. A touch screen monitor offers total control of the curriculum and special effects including lights, smoke, and sound. E.D.I.T.H. fire safety & home escape content developed by an accredited life & fire safety expert for Pre-K; K to 3rd; 4th to 6th; 7th to 12th. Ten audience response devices for pre- & post-testing. Subscribe to the optional ContentNow service to access new curriculum. Interior walls are certified by GREENGUARD Children & Schools Certification Program. Equipped w/ a Super Quiet Electric Start Generator. | \$107,645.00 | \$106,511.90 |
| 3361V | Mobile Classroom 35-iTheater Room | 35L X 8W (EY), Immerse your students in this 35 foot interactive 2-room smart fire safety trailer which is designed for a successful training session every time. Every element of the Safety House Next Generation was engineered to provide a premier training simulator for your community's residents. The front kitchen stage includes life-like oven & stovetop fire simulations and content developed by an accredited life & fire safety expert to educate Pre-K; K to 3rd; 4th to 6th; and 7th to 12th grade levels. A touch screen monitor offers total control of the curriculum including lights, smoke, and sound. The rear media room includes a flat panel TV w/ surround sound, dimmable lighting, and theater-style | \$103,222.84 | \$102,136.28 |

| | | | | |
|-------|-------------------------------------|--|--------------|--------------|
| | | seating. Ten audience response devices for pre- & post-testing are included. Interior walls are fire-rated high definition laminate certified by GREENGUARD Children & Schools Certification Program. Equipped w/a Super Quiet Generator. Access new curriculum with Optional ContentNow service. | | |
| 3361V | Mobile Classroom 35-iSprinkler Demo | 35L X 8W (EY), A dramatic live fire sprinkler demonstration enhances this 35ft interactive 2-room smart fire safety trailer. When you walk into our newest model you are immediately immersed into the next generation of a mobile fire and life education trailer. The touch screen monitor puts you in total control of the curriculum and special effects including lights, smoke and sound. Developed by an accredited life and fire safety expert, student's answer on-screen questions after viewing the safety scenario. If they respond correctly, they advance to the next scene. Answering incorrectly will result in a barrage of lights, smoke, and sound with another opportunity to answer correctly uses multimedia & real environmental effects for fire prevention education. The front kitchen stage includes life-like oven and stovetop fire simulations. Pre-& post-testing challenge the audience on the curriculum after the video presentation using 10 audience response devices. | \$119,753.31 | \$118,492.75 |
| 3361V | MCBS-HC36FW | Mobile Exam 36FW Trailer is a full spectrum medical clinic that can be readily available anywhere. The interior of this trailer features (4) areas: waiting area, a kitchenette, bathroom, and an exam area in the rear with a wheelchair lift. The waiting area has a reception desk with raised counter, upholstered bench with lift-up storage, 50" TV with satellite antenna and overhead cabinets. The examination room has an adjustable exam chair, examination light, integrated ENT diagnostics system, sink for hand washing, and work counters with storage. The exterior of this trailer is equipped with surface mount LED scene lights and a designated door for the wheel chair lift. Additional features include: Onan 12KW | \$228,608.10 | \$226,201.69 |

| | | | | |
|-------|-------------------------|--|--------------|--------------|
| | | generator with 50 gallon fuel tank, two 750w electric wall heaters, and a two (2) 13,500 Btu Air Conditioners. | | |
| 3361V | MCBS-HC35 | 35'L x 8'W x 12'H The Mobile Health Clinic 35 is a 35 foot fiberglass trailer that was designed to be a mobile medical clinic. The interior has a front reception area a clinic in the rear. The front reception screening room has a reception desk with raised counter, bench with lift up storage, 32" TV, and overhead cabinets. The exam area in the rear features an exam chair, examination light, integrated ENT diagnostics system, and work station for medical staff. There is also a small kitchenette with pharmaceutical grade refrigerator and a restroom. Additional features: Onan 12KW generator, wheelchair lift, Two (2) 13,500 Btu AC/Heatpumps and LED lighting throughout | \$219,474.22 | \$217,163.96 |
| 3361V | Sprinter MCBS-MM1 | The Mobile Exam Sprinter is on a Mercedes Benz chassis. The Mercedes Benz has 2 swing doors on rear, one sliding door on passenger side, and a swivel passenger seat. The interior is fully insulated with foil lined vapor barrier and fiberglass wall covering. The van features an examination area with an exam table, sink and base cabinets and aluminum overhead cabinets. In the front area, there is a blood draw chair with an extra seat. Interior features include: stainless steel workstation counter tops, aluminum cabinets, and rolled rubber flooring. Additional features: 13,500 BTU roof top AC unit and wall heaters. | \$202,079.31 | \$199,952.16 |
| 3361V | Vaccination Sprinter | The Vaccination Immunization Sprinter is a Mercedes or Freightliner 3500 170WB High Roof Extended Sprinter Van. The van features a 13,500 BTU roof top AC unit and an Onan 8000 KW generator. The interior is fully insulated with foil lined vapor barrier and fiberglass wall covering. The van features two workstations with monitors and task chairs, extra seating in rear, overhead cabinets, stainless steel countertops, and extra storage. Additional features include: awning on | \$194,077.29 | \$192,034.38 |

| | | | | |
|-------|---------------------------|--|--------------|--------------|
| | | passenger side, LED lighting throughout, (2) electric wall heaters, and a (1) cell booster antenna. | | |
| 3361V | Command 31-4WS | 31'L X 8'W The Command 31-4WS is a 31 foot gelcoat fiberglass trailer. On the inside, it is split into 3 different areas: a conference room, workstation area, and a tech area in the rear. The conference room has a removable table, bench seating, mounted TV, and 110v/CAT6 outlets. The workstation area has (4) workstations with task chairs and overhead whiteboard cabinets. Each workstation has 110v, 12v, and CAT6 connections. There are (7) total monitors in this trailer. In the rear, is the tech area that features an equipment rack, another workstation, and a small kitchenette. There is a microwave, Keurig, and small refrigerator in the kitchenette area. Additional features include: wire chase management raceway system, (2) 750w electric wall heaters, Honda EU7000is generator, red/white LED lighting, and an electric awning. | \$156,492.04 | \$154,844.76 |
| 3361V | Sprinter Command MCBS-100 | The Mercedes Sprinter Command has been upfitted to serve as a Mobile Command Center. The interior has (3) workstations with task chairs, overhead whiteboard cabinets, equipment rack, and LED lighting throughout. Each workstation is equipped with CAT 6 and 110V connections. smooth fiberglass walls and raised coin flooring. The exterior has an electric awning, passenger side sliding door, and 2 solid swing out doors on the back with a roof access ladder. The van is powered with an 8KW Onan diesel generator and has a 13,500 Btu Air Conditioner and an electric wall heater | \$160,186.65 | \$158,500.48 |
| 3361V | Command 42-6WS | 42'L X 8'W The Command 42-6WS is a 42 foot gelcoat fiberglass trailer. On the inside, it is split into 3 different areas: a private conference room, workstations, and a waiting room/seating area. There are 6 workstations with task chairs and each workstation has 110v/USB/CAT6 connections. There is also a galley in the front that features a Keurig, | \$270,838.73 | \$267,987.80 |

| | | | | |
|--|--|--|--|--|
| | | <p>refrigerator, microwave, and storage. The conference room features bench seating, mounted TV, and a pocket door for privacy. The waiting room area has lockable hinged bench seating. There is red/white LED lighting throughout the ceiling and under overhead cabinets. Additional features include 37U electronics equipment rack, direct TV satellite, wireless access points, and a cell phone signal booster. There is an Onan 12kw generator and (3) high capacity 13,500 BTU air conditioners w/ heat pump.</p> | | |
|--|--|--|--|--|



Revised
CONSENT CALENDAR ITEM
March 15, 2023

TO: Board of Directors

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

Harvey De La Torre
Interim General Manager

Staff: Hilary Chumpitazi

SUBJECT: **Revisions to MWDOC's Reserve Policy & Distribution of Additional Funds**

STAFF RECOMMENDATION

It is recommended that the Board of Directors adopt the following:

1) Revisions to MWDOC's Administrative Code Section 2009 - Reserve Policy (A full detail description is shown in Attachment A). Below are some of the key revisions:

- Classify WEROC Reserves as a Restricted Reserve;
- Combine certain Designated Reserves into one "Operating Reserve" to cover emergencies, unexpected or unbudgeted expenses, and building expenses;
- Set this new "Operating Reserve" target equal to 120 days cash on hand;
- Classify OPEB Reserves as an Unrestricted Designated Reserve;
- Remove the Tier 2 Contingency Fund; and
- Rename several District's Reserves for clarification and better understanding.

2) Authorize staff to place all available funds, in excess of the newly established reserve fund targets, into the following categories and amounts:

- Reduce MWDOC's unfunded CalPERS liability by approximately \$1 million;
- Provide a credit of \$500,000 to the member agencies in FY 2023-24;
- Place the remaining funds (approximately \$1 million) into an undesignated fund for project/program that can be utilized in the near future for local cost share for WEROC Emergency Operations Center, and/or MWDOC Project/Programs such as a groundwater storage or banking program, as directed by the Board.

| | | | |
|--|-----------------------|----------|-----------|
| Budgeted (Y/N): N | Budgeted amount: None | Core _X_ | Choice __ |
| Action item amount: N/A | | | |
| Fiscal Impact (explain if unbudgeted): | | | |

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

REPORT

At the February 8, 2023, Administrative & Finance Committee, staff was asked to come back to the Committee and provide more clarification and information on the proposed revisions to the Reserve Policy as well as a walk through of how the “available funds” are determined.

Background

During last year’s budget review, MWDOC received a number of questions and comments on the District’s reserves, including funding targets and purpose. As a result of these inquiries, the Board established a workgroup comprised of member agency managers, MWDOC staff, and an Ad Hoc committee of two MWDOC Board members (Directors Seckel and McVicker). In addition, Brian Thomas, our consultant, was called up to facilitate these discussions and provide assistance to staff in preparation of these workgroup meetings.

A total of four (4) workgroup meetings were held between June and October 2022. The first two meetings focused on the District’s purpose and use of reserves, a review of all existing Restricted and Unrestricted reserves fund targets, and a breakdown of monthly revenue and expenses for the past year. The last two meetings concentrated on a review of MWDOC’s total cash reserves, estimated needs of reserves, and a review of the conservation fund balance and cash flow. There was also a thorough discussion on MWDOC’s revenue stream and financial risk.

From these meetings, the Workgroup suggested the following:

- Expand policy to clearly describe all available funds, including Restricted, Designated and Unrestricted Funds in the Admin Code & financial Reports.
- Combine General Operations, Grant & Project Cash Flow, and Building Reserves into one **“Operating Reserve”** to meet emergency costs, unbudgeted expenditures, working capital and cash flow needs.
- Set this new “Operating Reserve” target equal to **120 days cash on hand.**
- Retain Election and OPEB Reserve as a Designated Reserves.
- Classify the WEROC fund as a Restricted Reserve.
- Reduce the total Designated Reserves target fund amount.

Understanding of MWDOC’s Existing Reserves

Based on the feedback received from the Committee last month, it was suggested that before changes are described and approved that there is a clear understanding of the District’s existing reserves and their purpose.

The best report to illustrate the existing reserves and their balance is the “Consolidated Summary of Cash and Investment” form that is presented each month in the A&F Committee packet. For purposes of Reserve discussions, the workgroup used the June 30, 2022 Summary sheet because it best described the most recent year-end balance.



Municipal Water District of Orange County
Consolidated Summary of Cash and Investment
 June 30, 2022

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

Megan Yoo Schneider, P.E.
 President

Bob McVicker, P.E., D.WRE
 Vice President

Al Nederhood
 Director

Larry D. Dick
 Director

Karl W. Seckel, P.E.
 Director

Sat Tamaribuchi
 Director

Jeffrey 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
 Santa Margarita Water District
 City of Seal Beach
 Serrano Water District
 South Coast Water District
 Trabuco Canyon Water District
 City of Tustin
 City of Westminster
 Yorba Linda Water District

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

| Fund | Book Value | % of Portfolio |
|---------------------------|---------------------|----------------|
| Designated Reserves | | |
| General Operations | \$3,738,505 | 32.64% |
| Grant & Project Cash Flow | 1,500,000 | 13.09% |
| Election Expense | 461,678 | 4.03% |
| Building Repair | 436,542 | 3.81% |
| OPEB | 297,147 | 2.59% |
| Total Designated Reserves | 6,433,872 | 56.16% |
| General Fund | \$3,219,989 | 28.12% |
| Water Fund | 1,801,613 | 15.73% |
| Conservation Fund | (470,376) | (4.11%) |
| WEROC Fund | 451,325 | 3.94% |
| Trustee Activities | 18,655 | 0.16% |
| Total | \$11,455,078 | 100.00% |

The funds are invested as follows:

| Term of Investment | % of Portfolio | Book Value | Market Value |
|---------------------------|----------------|---------------------|---------------------|
| Cash | 0.82% | \$201,426 | \$201,426 |
| Short-term investment | | | |
| • LAIF | 12.57% | 4,114,759 | 4,114,759 |
| • OCIP | 62.50% | 4,038,983 | 4,038,983 |
| Long-term investment | | | |
| • US Government Issues | 1.94% | 249,910 | 232,070 |
| • Corporate Bond | 10.89% | 1,400,000 | 1,303,113 |
| • Certificates of Deposit | 11.28% | 1,450,000 | 1,424,052 |
| Total | 100.00% | \$11,455,078 | \$11,314,403 |

The average number of days to maturity/call as of June 30, 2022 equaled 143 and the average yield to maturity is 1.118%. During the month, the District's average daily balance was \$21,541,847.52. Funds were invested in US Bank Checking Account, Negotiable Certificate of Deposits, Corporate Bonds, US Government Issues, Local Agency Investment Funds (LAIF) and Orange County Investment Pool (OCIP) during the month of June 2022.

The (\$140,675) difference between the book value and the market value on June 30, 2022 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 Chumplitazi
 Treasurer

As shown the Existing Designated Reserves are as follows:

| Fund | Book Value | % of Portfolio |
|---------------------------|-------------|----------------|
| Designated Reserves | | |
| General Operations | \$3,738,505 | 32.64% |
| Grant & Project Cash Flow | 1,500,000 | 13.09% |
| Election Expense | 461,678 | 4.03% |
| Building Repair | 436,542 | 3.81% |
| OPEB | 297,147 | 2.59% |
| Total Designated Reserves | 6,433,872 | 56.16% |

- **General Operations** - Fund emergency expenditures, unbudgeted & unanticipated costs, and working capital.
- **Grant & Project Cash Flow** - Covers trailing payments for District funds for WUE and/or project payments from MET, Federal, & State grants payments.
- **Election Expense** - Manages election costs for Directors; and funds are updated each year to reflect changes in current election costs.
- **Building Repair** - Adjusted time to time to reflected Office needs & improvements.
- **OPEB** - The Board requested to fully fund the OPEB liability by creating this reserve. This reserve will be evaluated every two years to remain fully funded.

The other remaining reserves are as follows:

| | | |
|--------------------|-------------|---------|
| General Fund | \$3,219,989 | 28.12% |
| Water Fund | 1,801,613 | 15.73% |
| Conservation Fund | (470,376) | (4.11%) |
| WEROC Fund | 451,325 | 3.94% |
| Trustee Activities | 18,655 | 0.16% |

- **General Fund** - Funds used to pay for District annual operating expenses. Revenue generated from this fund includes annual meter charges & GW charge.
- **Water Fund** - Fund that holds amounts paid by MAs for water purchases in advance of the MET payment date and the Tier 2 Fund.
- **Conservation Fund** - Includes grants, MET & MA payments for WUE. These funds may have a negative balance as MWDOC pays upfront for Rebates and invoices.
- **WEROC Fund** – Covers Annual Operating & Capital funds for WEROC activities. Will be classified as a Restricted Fund.
- **Trustee Activities** - Hold funds for specific trustee activities, such as the AMP.

Revisions to MWDOC's Designated Reserves

The workgroup suggested that with low financial risk, because MWDOC receives most of its revenue in the early months of the fiscal year and the unlikelihood of all the financial risk situations identified happening concurrently, that MWDOC combine certain designated reserves (i.e., General Operating, Grants & Project and Building reserves) into one operating reserve fund to cover such unanticipated expenditures and emergencies. Moreover, it was suggested to reduce the fund target from 180 days cash on hand to 120 days.

The workgroup agreed to retain the Election and OPEB reserves as is. Therefore, the final revisions to the **Designated Reserves would conclude with three funds** with the following purpose & description:

- **Operating Reserve** - The Operating Reserve is established to fund emergency expenditures, unbudgeted and unanticipated costs, and provide working capital if needed. MWDOC has established a target for the Operating Reserve to equal 120 days cash on hand.
- **Election Reserve** - The Election Reserve is managed to fund seven elections every four years. The estimated cost of elections and needed reserve levels shall be updated annually as part of the budget process. If the amounts in the Election Reserve exceed the estimated costs, the Board may consider other uses that would lower the long-term costs of the District.
- **OPEB Reserve** - The Board requested staff to fully fund the OPEB liability in 2016. The Actuarial recommendation is to fund between 85%-95% of the liability and put the remaining amount in a reserve fund, as to not overfund the OPEB trust. This recommendation was implemented in September 2016 with the reserve balance of \$209,000 to equal MWDOC's Unfunded Liability at that time. The reserve will be re-evaluated every two years beginning in 2018 after each actuarial study, and funds may be transferred to the OPEB trust to stay within the funding range.

Staff noted approving these proposed changes to the Designated Reserves, as well as reducing the fund target to 120 days, would result in a difference of approximately \$1.85 million in available funds as shown below:

| | | FY 2022-23 | FY 2022-23 | |
|-------------------------|-------------|-------------------------------|--------------------------------|------------------------|
| Designated Reserves | # Days Cash | Current Reserve 180 Days Cash | Proposed Reserve 120 Days Cash | Difference in Reserves |
| Operations | 120 | \$ 5,675,047 | \$ 3,819,350 | \$ 1,855,697 |
| Election Reserve | N/A | 461,678 | 461,678 | - |
| OPEB Reserve est.9/2018 | N/A | 297,147 | 297,147 | - |
| TOTALS | | \$ 6,433,872 | \$ 4,578,175 | \$ 1,855,697 |

Revisions to MWDOC's Other Reserves

With the other remaining reserves, it was recommended to make the following revisions for clarity and better understanding:

- Change the General Fund to ***"General Operations Fund"*** - Revenues are deposited in the General Operations Fund and are used to pay for annual operating expenses. Revenues include annual meter and groundwater charges generally paid in the first quarter of the fiscal year. Each year as part of the annual budget process, MWDOC will estimate commitments, liabilities and other carryover obligations to be retained in the General Operations Fund. Any amounts in excess of these liabilities and carryover amounts may be used for any legal purpose in the following budget year, including offsetting budgeted costs, credits or refunds to MWDOC member agencies, pre-payment of pension obligations, or any other purpose as determined by the MWDOC Board of Directors.

- Change from Water Fund to **“Water Purchase Payments Fund”** - Amounts paid by MWDOC member agencies for water purchases in advance of the date payments are due to the Metropolitan Water District are held in the Water Purchase Payments Fund.
- **Classify the WEROC Fund to a Restricted Reserve** due to its funds being exclusively used for WEROC activities only. WEROC reserves include annual operating and capital funds held for WEROC purposes. All revenues and expenditures for WEROC purposes flow through the WEROC Reserve. WEROC reserves fluctuate on an as needed basis with some reserves held for unforeseen expenses and to enhance infrastructure and emergency systems. The WEROC expenditures and reserve are approved by the MWDOC Board and the WEROC contracted contributors.
- **Conservation Fund** - The Conservation Fund includes grants and MET and member agency payments for Water Use Efficiency projects and programs. Funds from the Conservation Fund are used to meet Water Use Efficiency and conservation program costs. The Conservation Fund may have a negative balance as MWDOC pays upfront for rebates and invoices for reimbursement.
- **Trustee Activities** – This fund holds deposits from Member Agencies for specific trustee activities (e.g., activities associated with the Allen McCulloch Pipeline), and any unused funds will be returned to the Member Agencies who provided funding.

In analyzing what other reserve funds are available, in addition to the \$1.855 million from the changes in the Designated Reserves, it was pointed out that only the “General Operations Fund” has funds available. All the other reserve funds are inaccessible and cannot be used for other purposes.

To calculate the available funds in the General Operations Fund, it is important to remove certain liabilities, which are deposits, accruals & Accounts Payable owed at the end of the year, as well as the prior year’s project carryover balance.

As of June 30, 2022

| | |
|---|--------------------|
| General Operations Fund | \$3,219,989 |
| Total of Deposits, Accruals & AP owed at year end | (\$1,976,900) |
| Prior year’s carryover | <u>(\$571,572)</u> |
| Net Amount Available | \$671,517 |

Availability of Funds & Potential Use

Adding the \$1.85 million from the change in the designated reserves & target fund level to the \$671,517 in net General Operations funds, the **total available dollars equals \$2.527 million.**

Staff suggested to the Committee that the following categories be presented as options for the Board’s consideration in the potential use of such available funds:

- Reduce MWDOC’s unfunded CalPERS pension or OPEB liability
- Provide credit/refunds for the member agencies
- Use for projects/programs as determined by the Board

The following key comments were noted during the A&F Committee & workgroup discussions:

- Support for the proposed revisions to the Reserve Policy
- A few members recommended 90 days instead of the proposed 120 days cash on hand for the proposed Operating Reserve fund target
- Support for additional funds being applied towards MWDOC's pension liability, in particular CalPERS,
- Discuss with OCWD the opportunity to utilize a portion of these additional funds to per-purchase and/or store water into the Orange County Basin for future use by retail agencies throughout the County.
- Provide a credit back to the member agencies; however, such a credit should be done gradually (over several years) and not all at once.

Staff also received the following written comments from the member agencies:

- Appreciate the workgroup process and concurred with the conclusions of the report
- Support reducing the fund target from 180 days to 120 days; and assess in the future
- If there excess reserves of up to \$2.6 million (at the end of FY 22/23), they should be distributed as followed:
 - \$1.1 million to reduce MWDOC's unfunded CalPERS liability;
 - \$500,000 to be credited the member agencies in FY 23/24;
 - \$500,000 to be credited the member agencies in FY 24/25 after WUE cash flow risk subside; and
 - \$500,000 for projects/program as determined by the MWDOC Board and supported by the member agencies.

Staff Recommendations

MWDOC Reserve Policy

In consideration of all the feedback received, staff recommends the Board adopt the following key changes to the MWDOC Reserve Policy:

- Classify WEROC Reserves as a Restricted Reserve;
- Combine certain Designated Reserves into one "Operating Reserve" to cover emergencies, unexpected or unbudgeted expenses, and building expenses;
- Set this new "Operating Reserve" target equal to 120 days cash on hand;
- Classify OPEB Reserves as an Unrestricted Designated Reserve;
- Remove the Tier 2 Contingency Fund; and
- Rename several District's Reserves for clarification and better understanding

These revisions to the policy achieved general consensus from the workgroup and the Committee. It provides the District with financial stabilization and flexibility, while aligning with the financial needs of the District.

Although we have received a few comments to reduce the proposed 120 days cash on hand to 90 days for the Operating Reserve. Staff finds the combination of the general operation, grants and project, and Building fund into the new operating reserve is already a

60 day reduction from its current target of 180 days, which significantly reduces the fund target close to 20% of District's total cash and investment.

Use of Additional Funds

These proposed changes will lower the District's total reserve fund and provide approximately \$2.527 million in available funds at the end of FY 2022-23. Based on the feedback received, staff recommends the Board authorize staff to place such additional funds into the following categories at the following level/amounts:

- Reduce MWDOC's unfunded CalPERS liability by approximately \$1 million
 - Staff will need to work with CalPERS to determine the exact liability amount as well as payment method (i.e. 115 trust or pre-payment to CalPERS). These additional funds will help MWDOC reach or maintain the recommend fund amount of 85-90%.
- Provide a credit of \$500,000 to the member agencies in FY 2023-24
 - Similar to the Tier 2 credit, this credit will be disbursed to the member agencies at the beginning of FY 2023-24
- Place the remaining funds (approximately \$1 million) into an undesignated fund for project/program that can be utilized in the near future for local cost share for WEROC Emergency Operations Center, and/or MWDOC Project/Program such as pre-purchase imported water for groundwater storage or banking program.
 - On June 15, 2022, the Board set aside up to \$1 million of reserves for a 25% local cost share in pursuit of federal funds (See Attachment C)
 - Depending on the decisions for the WEROC building expense or feedback from OCWD on creating a groundwater storage or banking program with MWDOC, will determine the exact use of such funds.
 - Consistent with the MA facilitated discussions, such use of available funds for any MWDOC project/program will be reviewed and consulted with the MWDOC member agencies.
 - If funds remain due to a lack of use, staff will come back to the Board for further direction.

ATTACHMENTS

- A. Proposed MWDOC Reserve Policy (Administrative Code Section 2009)**
- B. Existing MWDOC Reserve Policy (Administrative Code Section 2009)**
- C. June 15, 2022 Action Board Item – Homeland Security Appropriations Subcommittee – WEROC Emergency Operation Center – Approval of 25% Local Non-Federal Matching Funds**
- D. Irvine Ranch Water District Letter on MWDOC Reserves, February 7, 2023**

BOARD OPTIONS

Option #1 – Adopt the proposed revisions to MWDOC's Administrative Code 2009 - Reserve Policy, as described in Attachment 1, **AND** authorize staff to place additional funds into the following categories at the following level/amounts:

- Reduce MWDOC's unfunded CalPERS liability by approximately \$1 million;
- Provide a credit of \$500,000 to the member agencies in FY 2023-24;

- Place the remaining funds (approximately \$1 million) into an undesignated fund for project/program that can be utilized in the near future for local cost share for a WEROC Emergency Operations Center, and/or MWDOC Project/Programs such as pre-purchase Imported water to be placed into a groundwater storage or banking program, as directed by the Board

Option #2 – Adopt **ONLY** the proposed revisions to MWDOC’s Administrative Code 2009 - Reserve Policy, as described in Attachment A, and defer any action on the distribution of additional funds to a later date.

Option #3 – Do not adopt any revisions to Reserve Policy and maintain the existing Policy as described in Attachment B.

STAFF RECOMMENDATION

Option # 1

PROPOSED MWDOC RESERVE POLICY

(As of March 6, 2023)

Administrative Code Section 2009 Reserve Policy

Reserves include all cash and investments held by MWDOC. Reserves are categorized as follows:

- a. **Unrestricted – Designated** - These reserves have been established for specific purposes as Designated by the Board of Directors.
- b. **Unrestricted** - Funds in unrestricted and undesignated reserves may be used for any purpose, including funding general operations, water use efficiency programs and capital expenditures.
- c. **Restricted** - Restricted reserves are funds whose use is governed by statute or other legal restrictions such as bond covenants, contracts, etc.

Restricted

- a. **WEROC Reserve** - WEROC reserves include annual operating and capital funds held for WEROC purposes. All revenues and expenditures for WEROC purposes flow through the WEROC Reserve. WEROC reserves fluctuate on an as needed basis with some reserves held for unforeseen expenses and to enhance infrastructure and emergency systems. The WEROC expenditures and reserve are approved by the MWDOC Board and the WEROC contracted contributors.

Unrestricted – Designated

- a. **Operating Reserve** - The Operating Reserve is established to fund emergency expenditures, unbudgeted and unanticipated costs, and provide working capital if needed. MWDOC has established a target for the Operating Reserve to equal 120 days cash on hand.
- b. **Election Reserve** - The Election Reserve is managed to fund seven elections every four years. The estimated cost of elections and needed reserve levels shall be updated annually as part of the budget process. If the amounts in the Election Reserve exceed the estimated costs, the Board may consider other uses that would lower the long-term costs of the District.
- c. **OPEB Reserve** - The Board requested staff to fully fund the OPEB liability in 2016. The Actuarial recommendation is to fund between 85%-95% of the liability and put the remaining amount in a reserve fund, as to not overfund the OPEB trust. This recommendation was implemented in September 2016 with the reserve balance of \$209,000 to equal MWDOC's Unfunded Liability at that time. The reserve will be re-evaluated every two years beginning in 2018 after each actuarial study, and funds may be transferred to the OPEB trust to stay within the funding range.

Unrestricted

- a. **General Operations Fund** – Revenues are deposited in the General Operations Fund and are used to pay for annual operating expenses. Revenues include annual meter and groundwater charges generally paid in the first quarter of the fiscal year. Each year as part of the annual budget process, MWDOC will estimate commitments, liabilities and other carryover obligations to be retained in the General Operations Fund. Any amounts in excess of these liabilities and carryover amounts may be used for any legal purpose in the following budget year, including offsetting

budgeted costs, credits or refunds to MWDOC member agencies, pre-payment of pension obligations, or any other purpose as determined by the MWDOC Board of Directors.

- b. **Water Purchase Payments Fund** - Amounts paid by MWDOC member agencies for water purchases in advance of the date payments are due to the Metropolitan Water District are held in the Water Supply Fund.
- c. **Conservation Fund** - The Conservation Fund includes grants and MET and member agency payments for Water Use Efficiency projects and programs. Funds from the Conservation Fund are used to meet Water Use Efficiency and conservation program costs. The Conservation Fund may have a negative balance as MWDOC pays upfront for rebates and invoices for reimbursement.
- d. **Trustee Activities Fund** – This fund holds deposits from Member Agencies for specific trustee activities (e.g., activities associated with the Allen McCulloch Pipeline) and any unused funds will be returned to the Member Agencies who provided funding.

(b) The Board may consider changes in the Policy of utilizing these funds to pay for the Tier 2 purchases differential based on the circumstances that are involved at such time as MWDOC purchases exceed the Tier 1 limit. The Tier 2 Contingency Fund was established within MWDOC to provide a regional mechanism to fund purchases above the Tier 1 limit such that any single MWDOC Member Agency would avoid direct exposure. Also, it avoided the need for MWDOC to allocate a Tier 1 limit to its Member Agencies. Tier 2 purchases can be triggered by a number of events in the County such as large purchases of water into Irvine Lake, large purchases of water for groundwater replenishment and large purchases of imported water due to a decrease in the OCWD Basin Production Percentage (BPP). Based upon how such circumstances arise, the Board may consider changes to this policy if they determine there is a more appropriate manner of dealing with Tier 2 costs. MWDOC's A&F Committee and Board reviewed the issues of Tiered or Melded Water Rates for Tier-1 and Tier-2 purchases from MET in November 2004, and retained the Melded Rate, with a provision for further review should OCWD's BPP fall below 60% in the future.

4. **Disposition of Excess Funds:** After the conclusion of each calendar year, the General Manager will review the year end Tier 2 Fund Balance (adjusted for certifications of non firm water purchases) and report this amount to the Board of Directors. The Board may consider issuing a credit to the member agencies. In the event credits are to be provided, the credit will be provided to each member agency either in check form or as a credit on the monthly water invoice (at the choice of the member agency).

M-6/19/02; M-6/17/15

§2009 RESERVE POLICY –

The MWDOC Reserve Policy categorizes the reserves as follows:

Unrestricted Reserves

- General Operations
- Grant & Project Cash Flow
- Election Expense
- Building Repair

Restricted Reserves

- OPEB
- Tier 2 Contingency Fund

WEROC Reserves

- Operational Reserve
- Capital Reserve

Reserve Fund Targets in Days Cash on Hand

| | |
|---|-------------|
| Working Capital Reserve | |
| (General Operations, plus Grant & Project Cash Flow): | 90-180 days |
| Building Repair: | 10-15 days |
| Tier 2 Contingency Fund | 40 days |

The Election Expense and OPEB are designated and are maintained separately to cover specific liabilities.

Unrestricted Reserves

General Operations Reserves:

Depending upon end of year cash flow, grant payments and other factors influencing the District's cash balance the General District Reserve should increase by the inflation rate each year.

Grant & Project Cash Flow:

In the past, trailing payments for District funds advanced for water use efficiency payments from MET and Federal and State grants payments have increased. The reserve should be replenished from trailing grant payments as they occur, and from rates if needed. Cash flow reserves should be reviewed from time to time for appropriateness based on the District's current operational needs.

Election Expense:

MWDOC's election reserve shall be managed to fund seven elections every four years. Based on the year 2016 election costs we have determined that \$1.22 million (or \$174,000 per division) is sufficient to cover seven elections. This requires that \$304,000 be contributed to the election reserve annually. These estimates will be updated annually as part of the budget process. In the event the election funds are not fully utilized, the Board may consider other uses that would lower the long-term costs of the District.

Building Repair:

MWDOC Building Reserves should be kept at a minimum of \$350,000 and adjusted from time to time to reflect the improvement needs of the office facility.

Restricted Reserves

OPEB:

Staff examined the demographics of MWDOC's OPEB liability and estimated that the bulk of the liability will occur by 2023 as long term MWDOC employees who had access to lifetime medical coverage retire. The Board requested staff to fully fund the OPEB liability in 2016. The Actuarial recommendation is to fund between 85%-95% and put the remaining amount in a reserve fund, as to not overfund the OPEB trust. This recommendation was implemented in September 2016 with the reserve balance of \$209,006 to equal our current Unfunded Liability. This reserve will be re-evaluated every two years beginning in 2018 after each actuarial and funds may be transferred to the OPEB trust to stay within the funding range.

Tier 2 Contingency Fund:

MWDOC has established the Tier Two Contingency fund to pay the difference between MET's Tier One and Tier Two water rates, in the event MWDOC's water purchases from

MET exceed the Tier One block of allowable purchases. From time to time it may be necessary to increase the level of funds, or to reduce the level of funds being held by MWDOC. The MWDOC Board established the minimum fund target at approximately 40 days or \$1,000,000, due to the diminished likelihood of purchasing MET water above the Tier 1 limit.

WEROC Reserves

WEROC reserves fluctuate on an as needed basis with Operational Reserve being held for unforeseen expenses and a Capital Reserve to enhance infrastructure and emergency systems. Both reserves are approved by the MWDOC Board and the WEROC contracted contributors.

M-4/19/06; M-6/16/10; 6/1/11 (Settlement Agreement); M-6/17/15; M-6/21/17



ACTION ITEM

June 15, 2022

TO: Board of Directors

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

Robert Hunter,
General Manager

Staff Contact: Vicki Osborn
Heather Baez

SUBJECT: Homeland Security Appropriations Subcommittee - WEROC Emergency Operations Center – Approval of 25% Local Non-Federal Match Funding

STAFF RECOMMENDATION

Approve the Committee recommendation.

COMMITTEE RECOMMENDATION

The item was introduced as an informational item during A&F. The Committee recommended this go to the Board Meeting as an action item recommending the Board approve MWDOC underwriting the remaining 25% local cost share requirement for non-federal funds (Option 1) to pay for the WEROC Emergency Operations Center.

SUMMARY

With Senator Padilla's office submission of the Emergency Operations Center (EOC) for the Water Emergency Response Organization of Orange County (WEROC) project to the Senate Appropriations Committee, the WEROC EOC project has made it over the first hurdle to qualify and receive Fiscal Year 2023 Homeland Security Appropriations Funding. The Senate Appropriations Committee will be submitting their earmarks this month.

With that, the Homeland Security Appropriations Subcommittee reached out to Senator Padilla's office to ensure this project meets the federal cost share limit. The maximum federal cost share for EOC projects is 75%. Meaning the remaining 25% is a local cost

| | | | |
|--|----------------------|------------|-----------|
| Budgeted (Y/N): N/A | Budgeted amount: N/A | Core __ | Choice __ |
| Action item amount: 650,000 – 1, 000,000 | | Line item: | |
| Fiscal Impact (explain if unbudgeted): See BA in Option 1 & 2 | | | |

share. On June 4, an inquiry was made to MWDOC/WEROC if this project has funding in place for the 25% non-federal local cost share funding required for this project to be considered.

The WEROC EOC application mentions the following:

- The total estimated cost for WEROC to build a new structure that addresses the shortcomings in the site facility assessment ensuring that the EOC can continue provide critical public services is approximately \$3 million.
- This project can be successfully implemented with Federal Support funding of \$2 million.

At the A&F committee meeting on June 8, during the reserve discussion this immediate request for information was conveyed to the committee and board as it was not on the agenda due to the timing of the request from our federal partners last week. The A&F Committee recommended an action item be place on the June 15 Board Agenda.

On June 8, WEROC notified the member agencies General/Utility Managers by email of this board action item being added to the June 15 agenda. Under normal circumstances and processes, WEROC would brief the member agencies on this item at the MWDOC Managers meeting. However, due to the immediate request of information in order to qualify for the federal funding, WEROC was unable to brief agencies following the normal process.

More information will be provided on the status of this project as it progresses. Additionally, staff will continue to pursue outside non-federal local cost share funding.

BOARD OPTIONS

Option #1

- Approve MWDOC will underwrite the remaining 25% local cost share requirement for non-federal funds.

Business Analysis: MWDOC approval to fund the 25% non-federal local cost share allows this project to move forward to seek Fiscal Year 2022-23 Homeland Security Appropriations Funding. If no other non-federal share funding is obtained, the MWDOC Board will make a final decision if the 25% funding should come from MWDOC reserves.

Option #2

- The board does not approve MWDOC to fund the remaining 25% non-federal local cost share.

Business Analysis: The project will be unable to move forward in the Homeland Security Appropriations committee and will not be eligible to receive Homeland Security Appropriations Funding.

STAFF RECOMMENDATION

Option # 1



**Irvine Ranch
Water District**

February 7, 2023

Mr. Harvey De La Torre
Acting General Manager
Municipal Water District of Orange County
18700 Ward Street
Fountain Valley, CA 92708

Re: Comments on Revisions to MWDOC Reserve Policy and Distribution of Excess Funds

Harvey:

On February 8, MWDOC staff will review with the MWDOC Administration and Finance (A&F) Committee substantive recommended revisions to MWDOC's reserve policy and recommendations for the distribution of excess funds. The development of these recommendations was influenced by the four recent Reserve Policy Workgroup meetings that were conducted by MWDOC and facilitated by Brian Thomas. IRWD was an active participant in those meetings and appreciates MWDOC's commitment to soliciting member agency input. The purpose of this letter is to provide further input for the MWDOC Board of Director's consideration in setting target reserve levels and the distribution of excess funds.

Target Reserve Levels:

Brian Thomas' report that summarizes the workgroup meetings includes the recommendation to reduce the operating reserve target to 120 days from the current 180 days. Reducing the target to 120 days was not unanimously supported by the workgroup because it was demonstrated that reducing the target to 90 days could be feasible. In recognition of this possibility, we propose that the MWDOC Board proceed with reducing the target to 120 days for Fiscal Year (FY) 2023/24 and assess whether the target can be further reduced during the following budget cycle. Maintaining the flexibility to reduce the target level would be prudent and likely easy for the member agencies to support.

Distribution of Excess Funds:

The staff report for the upcoming A&F Committee meeting indicates that after target reserves are reduced to 120 days, there will be approximately \$2.6 million in excess funds that could be distributed in several ways. One option recommended by MWDOC staff is to hold \$1.0 million to support future projects and programs, which also could be used to address short-term water use efficiency (WUE) program cash flow needs. Consistent with IRWD's email from January 4, 2023, we suggest that MWDOC hold \$0.5 million instead of \$1.0 million for use in future

projects and programs and that short-term WUE cash flow needs be addressed separately. Holding more than \$0.5 million for projects and programs is unnecessary given MWDOC's ability to plan for projects and programs during its annual budget process. Addressing WUE cash flow needs separately allows crediting back funds to the member agencies once the short-term risks subside.

Accordingly, IRWD recommends the following for the disposition of the \$2.6 million in excess funds:

1. \$1.1 million to reduce MWDOC's unfunded CalPERS liability;
2. \$0.5 million to be credited to the member agencies at the beginning of FY 2023/24;
3. \$0.5 million to be credited to the member agencies in FY 2024/25 after the short-term WUE cash flow risks subside; and
4. \$0.5 million for projects and programs as determined by the MWDOC Board and supported by the member agencies.

Thank you for the opportunity to provide comments on proposed changes to MWDOC's reserve policy and for the distribution of excess funds. If you have any questions related to the comments provided, please contact me at (949) 453-5632. Please share a copy of this letter with the MWDOC Board of Directors.

Sincerely,



Paul A. Weghorst
Executive Director of Water Policy

cc: MWDOC Board of Directors



CONSENT CALENDAR ITEM

March 15, 2023

TO: Board of Directors

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

Harvey De La Torre
Interim General Manager

Staff Contact: Maribeth Goldsby, District Secretary

SUBJECT: APPROVE CHANGES TO RECORDS RETENTION SCHEDULE

STAFF RECOMMENDATION

It is recommended that the Board of Directors: review and approve change to the Records Retention Schedule and authorize staff to incorporate this change into the Administrative Code.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

During the annual review of the District's Records Retention Schedule (Schedule), the District's consultant, Dianne Gladwell (Gladwell Governmental Services), identified the following area of the Schedule that needs revision:

Finance:

- FIN07 – 1099's, 1096's – a report has been added to the Finance portion of the retention schedule -- DE542 (California Report of Independent Contractors) which will be kept for seven years following the audit

The remainder of Retention Schedule remains unchanged; the red-lined document is attached; legal counsel has approved these changes.

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

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|----------------|-------|--|--|--|-----------|----------------------|---|---|---|
| Cathy | Administration | ADM01 | Drafts, non-District records, and transitory documents not retained in the ordinary course of business | Preliminary drafts, calendars, checklists, e-mail messages unrelated to District business, invitations for non-District events, logs, mailing lists, meeting room registrations, staff video conference chats, notes and recordings, supply inventories, telephone messages, text messages unrelated to District business, transmittal letters, undeliverable envelopes, visitors logs, voice mails, | CA GC 60201, AC 11102 | AR | No | | | |
| Cathy | Administration | ADM02 | Successful Proposals Relating to Real Property | Records related to bid invitations, RFP's, successful proposals and bids, drawings and specifications issued by the District for competitive bid, relating to real property. Successful bid is awarded a contract. This file does not include the original contract or insurance information. | CA GC 60201, CA CCP 337, AC 11100 | PE | Yes (Finals Only) | X | X | |
| Cathy | Administration | ADM03 | Successful Proposals Not Relating to Real Property | Records related to construction and service bid invitations, RFP's, successful proposals and bids, drawings and specifications issued by the District for competitive bid. Successful bid is awarded a contract. This file does not include the original contract or insurance information. | CA GC 60201, CA CCP 337, AC 11100 | CL+10 | Yes (Finals Only) | X | X | |
| Cathy | Administration | ADM04 | Unsuccessful Proposals | Records related to Requests for Proposals issued for competitive bids received and not selected for services. | CA GC 60201, AC 11100 | CL+2 | No | | | |
| Cathy | Administration | ADM05 | Business Plan Records | Reports describing long-range planning, District services, and goals of the District. Includes strategic plans and financial planning records | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | |
| Cathy | Administration | ADM06 | Historical Records | Records related to the history of the District. Includes photos, anniversary celebrations, facility dedications, and awards. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | x | |
| Cathy | Administration | ADM07 | Permits & Licenses | Records related to permits and licenses necessary for the operation of the facilities and District. Includes operating permits, NPDES permits, and Department of Health and Safety permits. | CA GC 60201, 40 CFR 122.41, AC 11100 | PE | Yes (Finals Only) | x | | |
| Cathy | Administration | ADM08 | Administrative Policies and Procedures | Records providing documentation on the implementation of management and administrative policies Includes MWDOC's Rules and Administrative Code. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | x | |
| Cathy | Administration | ADM09 | Safety | Records regarding District Safety Policy & training. Includes employee safety training, special skills of staff, OSHA inspections or citations. | 8 CCR 3203, CA GC 60201, 29 CFR 1904.33, OMB 1220-0029, 8 CCR 14300.33, AC 11100 | 5 | No | x | | |
| Cathy | Administration | ADM10 | Emergency & Security | Records providing instructions in the event of a disaster, including evacuation information, Emergency & Disaster Plans, Emergency Response Inspection Requirements, Security Policies, Continuity of Operations Plan and related correspondence. | CA GC 60201, AC 11100 | SU+3 | No | x | | |
| Cathy | Administration | ADM11 | Materials Safety Data Sheets / Safety Data Sheets | Records related to the use of hazardous substances. | AC 11103, 8 CCR 3204(d)(1)(A) et seq, (B)(2 and 3), AC 11100 | PE | Yes (Finals Only) | x | | |
| Cathy | Administration | ADM12 | Public Records Requests | Requests for records under the Public Records Act, includes MWDOC response | CA GC 60201, AC 11100 | CL+2 | Yes (Finals Only) | | | |
| Cathy | Administration | ADM13 | Records Management Files | Records related to the management of District records: (a) Documentation of the transfer of records to an offsite records center (b) Destruction Certificates that certify (confirm) the destruction of official records that have been approved for destruction, and attests that destruction was accomplished in accordance with policies and procedures (c) Records Retention Schedule: a legal document listing record series maintained by the District, with associated retention periods, characteristics, the responsible department, and legal citations | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | x | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|-----------------|-------|---|---|--|-----------|---------------------------------------|-----------|---|---|
| Cathy | Administration | ADM14 | District Insurance Records | Records related to insurance policies purchased by the District, includes the policies and any amendments. Excludes invoices, premium payment information, and general correspondence pertaining to insurance. | CA GC 60201 CCP 337, AC 11100 | PE | Yes (Finals Only) | x | | |
| Cathy | Administration | ADM15 | Public Notices | Records announcing Requests for Proposals or Requests for Quotes including proofs of publication. | CA GC 60201, AC 11100 | 2 | No | | | |
| Cathy | Administration | ADM16 | General Correspondence | Records related to internal and external general communications. Includes memos and letters kept in chronological order as a convenience file. | CA GC 60201, 60203 , AC 11100 | 3 | No (only project related is in LF) | | x | |
| Cathy | Administration | ADM17 | Reference Files (Not District Records) | Documents used for reference and research, such as books, technical journals, reference materials, reports, studies, magazines, periodicals, and presentations. | | AR | No | insurance | | |
| Cathy | Administration | ADM18 | Equipment Maintenance & Warranty Information | Records related to the maintenance, & warranty information for equipment & furniture purchased by the District. Does not include purchase or repair invoices (see Finance section). | CA GC 60201 AC 11100 | SA | No | | | |
| Cathy | Administration | ADM20 | MWDOC Member Agencies | Correspondence to and from Member Agencies relating to issues directly impacting MWDOC business and information from Member Agency Manager's Meetings. | CA GC 60201 AC 11100 | 7 | Yes (Finals Only) | | | |
| Cathy | Administration | ADM21 | Other Agencies | Correspondence to and from other agencies relating to MWDOC business. | CA GC 60201 AC 11100 | 5 | No | | | |
| Cathy | Administration | ADM22 | Outside Agency Event Information (Not District Records) | Records related to events sponsored by other agencies attended by MWDOC Directors & Staff. Includes conference & seminar information and travel records. Does not include attendance records, expense reports, or payment records. | | AR | No | | | |
| Cathy | Administration | ADM23 | Copies | Photocopies or duplicates of any record | CA GC 60200, AC 11102 | AR | No | | | |
| Cathy | Human Resources | HR01 | Employee Benefit Plans & Programs | Records related to all employee benefits plans and programs, including health and life insurance policies & information, tuition reimbursement, eligibility, illness & Injury Prevention Plan (IIPP), and retirement plans. Does not include employee enrollment or other individual forms. | 29 CFR 1627.3, CA GC 12946, 12960, 60201 29 USC 1027; AC 11100 | CL+6 | No | | | |
| Cathy | Human Resources | HR03 | Salary Schedules | Records related to District Salary Schedules as established by the Board. | CA GC 60201(d)(12), 29 CFR 1627.3, AC 11100 | SU+7 | No | X | | |
| Cathy | Human Resources | HR04 | Medical Files | Records related to the medical history of employees, pre-employment physicals, required physicals or drug testing, doctor releases/notes for workers' compensation or other medical absences. | 8 CCR 3204, 8 CCR 5144, 8 CCR 15400.2, 29 CFR 1910.1020(d)(1)(i); GC 12946, 12960, 60201, AC 11100 | TE+30 | No | X | | X |
| Cathy | Human Resources | HR05 | Personnel Manual | Records related to Personnel Policies of the District. | CA GC 12946, 12960 60201, AC 11100 | SU+3 | No | | | |
| Cathy | Human Resources | HR06 | Personnel Administration records | Records related to the overall administration of personnel activities. Includes studies, surveys, and reports. | CA GC 60201, AC 11100 | 4 | No | | | |
| Cathy | Human Resources | HR07 | Personnel Files | Records related to individual employees. Includes employment applications, training records, performance evaluations, driving records, awards or certificates, salary information, insurance enrollment, beneficiary designations and other forms, and separation documents. | CA GC 3105, 12946, 12960, 60201, 29 CFR 1602.14, 1602.31 & 1627.3, 29 USC 1113, AC 11100 | TE+7 | No | X | | X |
| Cathy | Human Resources | HR08 | Deferred Compensation Statements, Pension Plan Statements | Employer Statements | GC 60201; AC 11100 | 7 | No | | | X |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|-----------------|-------|--|--|---|-----------|----------------------|---|---|---|
| Cathy | Human Resources | HR09 | Drug & Alcohol Tests | Employee Results (Positive & Negative) | 29 CFR 1627.3(b)(1)(v), GC 12946, 12960, 60201; 49 CFR 655.71 et seq.; 49 CFR 382.401 et seq. 49 CFR 653.71, AC 11100 | 5 | No | | | X |
| Cathy | Human Resources | HR10 | Employee Training Records (District-Sponsored) | Course Material and Sign In Sheets for employee training | 8 CCR 3203 et seq., 29 CFR 1602.31, CA LC 6429(c); CA GC 12946, 12960, 60201, 53235.2(b), AC 11100 | 5 | No | | | X |
| Cathy | Human Resources | HR11 | I-9s | | INA 274A(b)(3); INS Rule 274a.1(b)(2); 29 CFR 1627.3(b)(1), CA GC 12946, 12960, 60201; INA 274A(b)(3), AC 11100 | TE+3 | No | | | X |
| Cathy | Human Resources | HR12 | Organizational Chart | Records related to District organizational structure. | CA GC 60201(d)(1), AC 11100 | PE | No | | | |
| Cathy | Human Resources | HR13 | Retiree Benefits | Records regarding benefits offered to retirees | CA GC 60201(d)(12), 29 CFR 1627.3, AC 11100 | DEATH + 5 | No | | | |
| Cathy | Human Resources | HR14 | Background Checks | Records related to background checks for newly hired employees. | CA GC 60201, AC 11100 | TE+7 | No | | | X |
| Cathy | Human Resources | HR16 | Risk Management / Workers Compensation Claims | Records related to Worker's Compensation Claims, Disability Claims, and Incident/Accident Reports. | 8 CCR 10102; 8 CCR 15400.2, 8 CCR 3204(d)(1) et seq., 29 CFR 1910.1020, CA GC 12946, 12960, 60201, CA CCP 337, AC 11100 | TE+30 | No | | | X |
| Cathy | Human Resources | HR17 | Employee Complaints | Records related to employee complaints, includes MWDOC response and disciplinary action. | CA GC 12946, 12960, 60201, 29 CFR 1602.31, AC 11100 | TE+5 | No | | | X |
| Cathy | Human Resources | HR18 | Recruitment Records | Records regarding the advertisement of available positions. Includes job descriptions, job postings, advertising, interviews, resumes, applications, testing questions and results. | 29 CFR 1602.32, 29 CFR 1627.3, 2 CCR 11013(c) CA GC 12946, 12960, 60201, AC 11100 | CL+43 | No | | | X |
| Cathy | Human Resources | HR19 | COVID-19 Notifications to Employees | Financial records related to the general ledger posting. The Financial Database can re-create reports upon demand. | LC 6409.6(k), GC 60201 | CL+3 | No | | | X |
| Finance | Finance | FIN01 | General Ledger | Records describing the financial status of the District. Includes financial, fiscal, and monthly reports, worksheets, printouts, and statements on the financial position and condition of the District. The Financial Database can re-create reports upon demand. | CA GC 60201, AC 11101 | AU | No | | | |
| Finance | Finance | FIN02 | Interim Financial Reports | Records related to reviewing the District's activities to ensure compliance with policies, procedures, and standards. | CA GC 60201, AC 11102 | AU+7 | No | | | |
| Finance | Finance | FIN03 | Audit Records | Records describing the financial status of the District, including the Annual Financial Report and the Final Audit Report. | CA GC 60201, AC 11100 | AU+7 | No | | | |
| Finance | Finance | FIN04 | Annual Financial Report & Auditor Report | | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | |
| Finance | Finance | FIN05 | Draft MWDOC Budget | Records related to internal financial planning and management. Includes final budget vs. cost reports, summaries, worksheets, and goals and objectives. | CA GC 60201, AC 11102 | AU | No | | | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? (Finals Only) | V | H | C |
|-------------|------------------------|-------|--|--|--|-----------|----------------------------------|---|---|---|
| Finance | Finance | FIN06 | Final MWDOC Budget | Records related to the Final MWDOC Annual Budget and milestones for the final approved budget. Final budget is approved by the Board. | CA GC 60201, AC 11100 | PE | Yes | | X | |
| Finance | Finance | FIN07 | Accounts Payable / 1099, 1096, DE542 (California Report of Independent Contractors) | Records related to payment of financial obligations (money owed by the District). Includes vendor invoices, bills, check requests, statements including credits/refunds, disbursement reports, completed purchase orders & purchase requisitions, travel & expense reports, membership renewal payments, and petty cash. | CA GC 60201, AC 11100 | AU+7 | No | | | |
| Finance | Finance | FIN08 | Accounts Receivable | Records related to accounting for money owed to the District. Includes cash receipts, check copies, uncollectible debts, MWDOC invoices and bankruptcies. Excludes Water Billing. | CA GC 60201, AC 11100 | AU+7 | No | X | | |
| Finance | Finance | FIN09 | Payroll Records | Records related to payment of labor costs. Includes employee timesheets, completed request for leave forms, salary, wage, and deferred compensation; deduction, garnishment, and retirement contribution. | 29 CFR 516.5, 29 CFR 516.6, CA GC 60201(d)(12) , 60203 IRS Reg 31.6001-1(e)(2), R&T 19530; LC 1174(d); 8 CCR 11040.7(7)(C), AC 11100 | AU+7 | No | X | | X |
| Finance | Finance | FIN10 | Payroll Tax Records | Records related to Annual & Quarterly payroll tax filings, includes W-2 forms. | CA GC 60201, 29 CFR 516.5, 516.6, AC 11100 | AU+7 | No | | | X |
| Finance | Finance | FIN11 | Banking Record | Records related to bank transactions. Includes deposits of funds, cancelled checks, check registers, bank advices, wire transfers, bank statements, and reconciliations. | AC 11100, CA GC 60201, 26 CFR 31.6001-1 | AU+7 | No | | | |
| Finance | Finance | FIN12 | Cash & Investment Record | Records related to portfolio investments. Includes cash flow statement, transaction records, and investment pool statements. | CA GC 60201, AC 11100 | AU+7 | No | | | |
| Finance | Finance | FIN13 | Water Billing | Records related to the processing of the monthly water billing. Includes Metropolitan invoices, invoices issued, and reconciliation reports. | CA GC 60201, AC 11100 | AU+7 | No | X | | |
| Finance | Finance | FIN14 | Fixed Asset Record | Records related to the acquisition, depreciation, and accruals of fixed assets. Includes purchase and sale or disposition information. | CA GC 60201, AC 11100 | SA+7 | No | | | |
| Finance | Finance | FIN15 | Grant Records / Conservation Grants | Records related to accepted/approved federal or state grants, includes financial records. | CA GC 60201, GC 8546.7; 2 CFR 200.33 | CL+5 | No | | | |
| Finance | Finance | FIN16 | Old Business | Records related to previously closed finance-related issues not included in other record categories. Includes the OC Bankruptcy. | CA GC 60201, AC 11100 | AU+7 | No | | | |
| Finance | Finance | FIN19 | Payroll Report by Employee | Cumulative Report by Employee | CA GC 60201, AC 11100 | PE | No | | X | |
| Finance | Finance | FIN20 | W-9s | Vendor W-9s Forms (Taxpayer ID Number and Certification) | CA GC 60201 | CL+3 | No | | X | |
| Finance | Information Technology | IT01 | Computer Systems Records | Records and manuals related to District hardware records, maintenance files, software application files, database programs and backup tapes. Excludes data contained in any of the above programs. | CA GC 60201, AC 11102 | AR | No | | | |
| Finance | Information Technology | IT02 | Network Operating Manual | Records related to the operation of the District Information Technology. | CA GC 60201, AC 11102 | AR | No | | | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|--|-------|--|--|-----------------------------------|------------------------|------------------------------|---|---|---|
| Charles | Engineering | ENG01 | Engineering Projects | Records related to major projects or capital improvements for District services. | CA GC 60201, CA CCP 337 AC 11100 | PE | Yes (Finals Only) | | | |
| Charles | Engineering | ENG02 | Local Water Operations and Water Usage Databases | Records related to non-Metropolitan water operations. Includes water usage & production information and joint facility operations & maintenance allocations. | CA GC 60201, AC 11100 | PE | N/A | X | | |
| Charles | Engineering | ENG03 | Drawings & Maps | Record Drawings / As-Builts & As-Bids, Records of graphic depictions (drawings, sketches) of facilities. Includes bid set drawings marked up by contractors during construction to show how facility or component is actually constructed, base maps for service areas, Director divisions, and atlases. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | X | X | |
| Charles | Engineering | ENG04 | Facilities Maps | Record Drawings / As-Builts & As-Bids, Records related to planning of District facilities that are geographical in nature and show pipelines and other waterworks facilities. | CA GC 34090, AC 11100 | PE | Yes (Finals Only) | X | X | |
| Charles | Engineering | ENG05 | Research & Planning | Records related to planning of District projects and programs. Includes water reliability & drought issues, Water Demand Forecast, Five Year Water Projections, and water supply alternatives. | CA GC 60201, AC 11100 | 10+AR | No | X | X | |
| Charles | Engineering | ENG06 | Service Connections & Plans & Specifications | Records related to service connections, local distribution systems, and Allen McColloch Pipeline (AMP). Does not include records regarding sale of AMP. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | X | X | |
| Charles | Engineering | ENG07 | Rates, Fees and Charge Records | Records related to determining rates and fees charged by the District, includes annual water rates survey, tracking budget. | CA GC 60201, AC 11100 | 10+AR | No | X | | |
| Charles | Engineering | ENG08 | Engineering Plans, Reports & Studies | Reports & Studies conducted by the Engineering Department, Water Rate Survey, Master Plans, Fixed Treatment Charge Project Files, Conveyance of Local Water, etc. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | | |
| Charles | Engineering | ENG09 | Plan Checks - Pipeline | Construction within the District's Easements / Rights of Way | CA GC 60201, CA CCP 337, AC 11100 | PE | Yes (Finals Only) | X | | |
| Charles | Engineering | ENG10 | Engineering Projects - Administration Files | Project Administration, Project Schedules, Certified Payrolls, Cost of Construction, Logs, Insurance Certificates from Contractors, Correspondence, Advertising, Labor Compliance, Temporary Encroachment Permits, etc. | CA GC 60201, CA CCP 337, AC 11100 | CL+10 | Yes (Finals Only) | | | |
| Charles | Engineering | ENG11 | Connections & Interties - East Orange County, Doheny, etc. | Drawings and Specifications, etc. | CA GC 60201, CA CCP 337, AC 11100 | PE | Yes (Finals Only) | X | | |
| Charles | Metropolitan Water District of Southern California | MET01 | Metropolitan Administrative Correspondence | Records related to Metropolitan issues of vital interest to MWDOC business that are not easily obtained or readily available through other means. | CA GC 60201, AC 11100 | 5+AR | (Selected Important Records) | | | |
| Charles | Metropolitan Water District of Southern California | MET02 | Operations & Service Interruptions | Records related to Metropolitan water operations that are of vital interest to MWDOC business. Includes shutdown information & chlorination notifications & reports, treatment facilities, distribution system (including maps, capacity diagrams, & detailed schematics), water quality, and water reliability. | CA GC 60201, AC 11100 | 5+AR | No | | | |
| Charles | Metropolitan Water District of Southern California | MET03 | Projects & Programs | Records related to Metropolitan projects and programs that are of vital interest to MWDOC business. Includes Capital Improvement Program, desalination projects, water supply projects, Interim Agricultural Water Program, Local Resources Program, power related projects, groundwater Conjunctive Use Programs, and Community Partnering Program. | CA GC 60201, AC 11100 | CL of Met Contract + 5 | Yes (Finals Only) | | | |
| Charles | Metropolitan Water District of Southern California | MET04 | Water Transfers & Wheeling | Records related to Water Transfers and Wheeling that are of vital interest to MWDOC business. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | | |
| Maribeth | Board of Directors | BOD01 | Board of Directors Administrative Records | Records related to the Board of Directors. Includes general correspondence and reports, Informal Proclamations | CA GC 60201, AC 11100 | 2 | No | | | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|----------------------------|-------|--|---|--|-----------|----------------------|---|---|---|
| Maribeth | Board of Directors | BOD02 | Board and Internal Policies | Policy set by Board of Directors, Formal Proclamations | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | x | x | |
| Maribeth | Board of Directors | BOD03 | Ordinances and Resolutions | Records related to regulations for the District that are approved or adopted by the Board of Directors, and the normal expression of the will, opinion, and intent voted by the Board of Directors. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | x | x | |
| Maribeth | Board of Directors | BOD04 | Board & Committee Meetings, Agendas, Packets | Records related to information provided to the official Board of Directors for consideration and action at official proceedings. Includes agendas, and staff reports ("Agenda Packet") | CA GC 60201 | PE | Yes (Finals Only) | x | x | |
| Maribeth | Board of Directors | BOD05 | Board & Committee Meeting Minutes | Records related to actions and decisions of the Board of Directors. Includes minutes, administrative orders, minute orders, and minute actions. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | x | x | |
| Maribeth | Board of Directors | BOD06 | Board & Committee Meeting Notes | Records include shorthand notebooks, stenotype records, and keys to audio tapes (Preliminary drafts) | CA GC 60201, AC 11102 | EX | No | | | |
| Maribeth | Board of Directors | BOD07 | Board & Committee Meeting audio recordings | Records include audio recordings of Board & Committee Meetings made for whatever purpose (e.g., minute preparation) | CA GC AC 11100, CA GC 54953.5(b) | 30 days | No | | | |
| Maribeth | Board of Directors | BOD08 | Election Records | Records related to the election process. Includes maps, directors' divisions, and election results. | CA GC 60201, CA EC 17100, AC 11100 | PE | Yes (Finals Only) | | | |
| Maribeth | Board of Directors | BOD09 | Oath of Office | Records of the Oaths of Office, Election Certificates, and related materials depicting the authenticity of the appointment of any of the Directors or Executive Officers of MWDOC. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | x | |
| Maribeth | Board of Directors | BOD10 | Public Notices, Legal Advertising, Proof of Publication | Proof of publications, notices, Brown Act notices, mailing lists, etc. | CA GC 60201, AC 11100 | 2 | No | | | |
| Maribeth | Improvement District No. 1 | ID101 | Improvement Bonds & COPS | Records related to interest-bearing certificates issued by the District to raise revenues. Includes certificates of participation (COPS). | CA GC 60201, CA CCP 336, 337.5, AC 11100 | CL+10 | No | | | |
| Maribeth | Improvement District No. 1 | ID102 | Property Tax Filing | Records related to the filing of Property Taxes with the County of Orange. | CA GC 60201, AC 11100 | AU+7 | No | | | |
| Maribeth | Legal | LGL01 | Annexation Files | Records related to receiving or transferring land within District boundaries. | CA GC 60201 | PE | Yes (Finals Only) | | X | |
| Maribeth | Legal | LGL02 | Formation Files | Records documenting the terms under which the District was formed, organized, re-organized or consolidated. Includes directives from LAFCO on boundaries or services. | CA GC 60201 AC 11100 | PE | Yes (Finals Only) | | X | |
| Maribeth | Legal | LGL03 | Property Owned by the District | Records related to real property. Includes deeds, easements, and similar documents related to property which MWDOC holds or owns. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | |
| Maribeth | Legal | LGL04 | Legal Opinions | Records related to legal opinions on issues, problems, and policies impacting the organization. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | X |
| Maribeth | Legal | LGL05 | Litigation Files | Records related to threatened or actual litigation or government investigations. Includes subpoenas, pleadings, discovery files, work product, exhibits, final judgments, and court documents. | CA GC 60201, CA CCP 337 AC 11100 | CL+5 | No | | | |
| Maribeth | Legal | LGL06 | Subpoenas | Records related to subpoenas received by the District, where MWDOC is a third party. Includes the District's response. | CA GC 60201, AC 11100 | CL+2 | No | | | |
| Maribeth | Legal | LGL07 | Fair Political Practices Commission Filings (Form 700s) | Records related to annual conflict of interest filings (Form 700) for Board members, employees, and consultants; assuming/leaving statements; and lobbyist registration. | CA GC 81009(e)(g), AC 11100 | 7 | No | | | |
| Maribeth | Legal | LGL08 | Contracts & Agreements, Relating to Real Property - Includes RFPs, Final Award / Successful Proposal | Records related to obligations defined in contracts and agreements relating to real property. Includes promissory agreements, contracts for services, purchases and sales, certificates of insurance from vendors, and change orders. | CA GC 60201, CA CCP 337, AC 11100 | PE | Yes (Finals Only) | | X | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|------------------------------|-------|---|--|---|-----------|--|---|---|---|
| Maribeth | Legal | LGL09 | Contracts & Agreements, Construction - Includes RFPs, Final Award / Successful Proposal | Records related to obligations defined in construction contracts and agreements. Includes promissory agreements, contracts for services, purchases and sales not relating to real property, certificates of insurance from vendors, and change orders. | CA GC 60201, CA CCP 337, AC 11100 | PE | Yes - including addendums / amendments | X | | |
| Maribeth | Legal | LGL10 | Contracts & Agreements, General | Records related to obligations defined in contracts and agreements. Includes software licenses, promissory agreements, contracts for services, purchases, and sales, certificates of insurance from vendors, and change orders. Excludes construction contracts. | CA GC 60201, CA CCP 337, AC 11100 | CL+10 | Yes - including addendums / amendments | X | | |
| Maribeth | Legal | LGL11 | FPPC Campaign Statements (Forms 460, 470, 501, etc.) - Elected Officials | | GC 81009(b)&(g), 60201 | PE | No | | | |
| Maribeth | Legal | LGL12 | FPPC Campaign Statements (Forms 460, 470, 501, etc.) - NOT Elected | | GC 81009(b)&(g), 60201 | 5 | No | | | |
| Maribeth | Legal | LGL13 | FPPC Form 801 (Gift to Agency Report) | | 2 CCR 18944(c)(3)(G); CA GC 81009(e), 60201 | 7 | No | | | |
| Maribeth | Legal | LGL14 | FPPC Form 802 (Event Ticket / Pass Distributions Agency Report) | | CA GC 81009(e), 60201 | 7 | No | | | |
| Maribeth | Legal | LGL15 | FPPC Form 803 (Behested Payment Report) | | CA GC 81009(e), 60201 | 7 | No | | | |
| Maribeth | Legal | LGL16 | FPPC Form 804 (Agency Report of New Positions) | | FPPC Regulation 18734(c); CA GC 81009(e), 60201 | PE | No | | | |
| Maribeth | Legal | LGL17 | FPPC Form 805 (Agency Report of Consultants) | | FPPC Regulation 18734(c); CA GC 81009(e), 60201 | PE | No | | | |
| Maribeth | Legal | LGL18 | FPPC Form 806 (Agency Report of Public Official Appointments) | | 2 CCR 18702.5(b)(3)CA GC 81009(e), 60201 | 7 | No | | | |
| Maribeth | Legal | LGL19 | Ethics Training Certificates / Harassment Prevention Training Certificates | Ethics Training Certificates / Harassment Prevention Training Certificates for Board Members and Others | GC 53235.2(b), GC 53237.2(b), AC 11100 | 5 | No | | | |
| Maribeth | Legal | LGL20 | Claims | Records related to Claims filed against, or by the District | CA GC 60201, CA CCP 337, AC 11100 | CL+5 | No | | | |
| Maribeth | Water Facilities Corporation | WFC01 | Water Bonds & Certificates of Participation - Other Documents | Records related to interest-bearing certificates issued by the District to raise revenues. Includes interest & redemption vouchers and Certificates of Participation (COPS). Does not include Official Statement. | CA GC 60201 CA CCP 336, 337.5, AC 11103 | CL+10 | No | | | |
| Maribeth | Water Facilities Corporation | WFC02 | Water Bonds & Certificates of Participation - Official Statement | Records including final official statement for Bond or COPS issuance. | CA GC 60201, CA CCP 336, 337.5, AC 11100 | CL+10 | No | | | |
| Maribeth | Water Facilities Corporation | WFC03 | Allen McColloch Pipeline Sale to Metropolitan | Records related to the sale of the AMP to Metropolitan. Includes the Sales Proceed Agreement; RPOI distribution to the participants. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | |
| PA | Governmental Affairs | GA01 | Federal Legislation | Information regarding House and Senate Bills. | | AR | No | | | |
| PA | Governmental Affairs | GA02 | State Legislation | Information regarding Assembly & State Senate Bills and Ballot Initiatives. | | AR | No | | | |
| PA | Governmental Affairs | GA03 | Legislative Correspondence | Records of correspondence related to State & Federal Legislation, including support & oppose letters and floor alerts. | CA GC 60201, AC 11100 | 2 | No | | | |
| PA | Governmental Affairs | GA04 | Lobbyist Correspondence | Information regarding lobbyist activities & related correspondence. Does not include FPPC filings/Lobbyist registrations. | CA GC 60201, AC 11100 | 2 | No | | | |
| PA | Public Affairs | PA01 | Inspection Trips & Events | Records related to District sponsored trips/tours and other events. Includes venue information, invitations, agendas, and final attendee list. Does not include expense or cost reports or other financial information (see Finance section). | CA GC 60201, AC 11100 | CL+5 | No | | | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|--|-------|---|--|---|-----------|----------------------|---|---|---|
| PA | Public Affairs | PA02 | Public Relations Information | Records related to preparing public information, brochures describing District activities, and advertising materials that promote District events or programs. Includes samples of promotional items, newspaper clippings and photographs, artwork, videos, news releases and newsletters. | CA GC 60201, AC 11100 | 4+AR | No | | | |
| PA | Public Affairs | PA03 | MWDOC Website / Microsites | Records relating to the creation & maintenance of the official MWDOC website. | CA GC 60201, AC 11102 | AR | No | | | |
| PA | Public Affairs | PA04 | Public Complaint Files | Records related to verbal and written public complaints. Including water quality complaints (odor, color, etc.) Includes documentation regarding MWDOC's response. Does not include government and/or legal claims. | CA GC 60201, 40 CFR 122.41(j)(2) & 40 CFR 141.33(b), 22 CCR 66470, AC 11100 | CL+5 | No | | | |
| PA | Public Affairs | PA05 | Speeches & Presentations | Records related to the preparation of presentation materials by staff. Includes text of speeches, presentation materials, and computer presentation software files. | CA GC 60201, AC 11102 | AR | No | | | |
| PA | Public Affairs | PA06 | School Program | Includes information from Discovery Science Center, contests, school presentations, and information from other education related events. | CA GC 60201, AC 11100 | 5+AR | No | | | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER01 | Program Organization & History | Records relating to the development and administrative functions of WEROC, including Steering Committee & Executive Committee Meeting information & minutes, and Indemnification Agreements. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER02 | Emergency Response Plans | Records relating to the Standardized Emergency Management System, National Incident Management System, Hazard Mitigation Plan, and Vulnerability Assessments & Emergency Response Plans. Risk & Resiliency Assessment, Hazard Mitigation Plan. | CA GC 60201, AC 11100 | SU+5 | No | X | | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER03 | Volunteer Information & Training Documentation | Records relating to WEROC volunteers & training. Includes contact information forms and training records. | CA GC 60201, AC 11100 | TE+5 | No | | | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER04 | Facilities / Listing of Equipment / Asset Lists | Records related to the Emergency Operations Center. Includes information on maintenance and maps & equipment, including radio systems. Retained for the Useful Life of the Equipment. | CA GC 60201, AC 11100 | EX+5 | No | X | | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER05 | WEROC Member Agencies | Records related to communications, Quarterly Meetings | CA GC 60201, AC 11100 | 10 | No | | | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER06 | County, State & Federal Emergency Services | Records related to Orange County Emergency Management Organization & Operational Area Executive Board, State of California Office of Emergency Services, Federal Emergency Management Agency, Water/Wastewater Agency Response Network, California Utility Emergency Association, and Infragard. | CA GC 60201, AC 11100 | AR | No | | | |

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

| Responsible | Dept. | Code | Record Series | Definitions | Citations | Retention | Laserfiche? | V | H | C |
|-------------|--|-------|--|--|-----------------------|------------------------|----------------------|---|---|---|
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER08 | Disaster Response | Records containing documentation for individual events that we have responded to, filed by incident. Includes activation records and communications. After action reports. | CA GC 60201, AC 11100 | CL + 10 | Yes (Finals Only) | | X | |
| | Water Emergency Response Organization of Orange County (WEROC) | WER09 | CalWARN | Agreements, communications related to CalWARN (MWDOC agreed to hold them verbally). If agency no longer exists, agreement can be destroyed. | | T + AR | Yes (Finals Only) | | | |
| WEROC | Water Emergency Response Organization of Orange County (WEROC) | WER10 | Grant Purchases | Agreements, Equipment lists, grant required documentation | | CL + 10 | Yes (Finals Only) | | | |
| | Water Use Efficiency | WUE01 | Conservation & Landscape Programs (Commercial & Residential) | Records related to conservation and landscape programs facilitated by the District to encourage efficient use of water. Includes exchange and rebate programs, turf removal, performance certification and training programs, and surveys. | CA GC 60201, AC 11100 | CL of Met Contract + 5 | LF - old Droplet new | | X | |
| WUE | Water Use Efficiency | WUE02 | Water Use Efficiency Administrative Records | Records related to general WUE program correspondence, Choice Program, and workgroup meeting information. | CA GC 60201, AC 11100 | 5+AR | No | | X | |
| WUE | Water Use Efficiency | WUE03 | Conservation Research Activities | Records related to District research activities in the area of conservation and water use efficiency. | CA GC 60201, AC 11100 | 10+AR | No | | X | |
| WUE | Water Use Efficiency | WUE04 | Grants - Unsuccessful / Unfunded | Applications, research, Grant Information, etc. | CA GC 60201, AC 11100 | 2+AR | No | | | |
| WUE | Water Use Efficiency | WUE05 | Grants - Successful / Funded | Applications, Grant Reports, Grant Information, etc. | CA GC 60201, AC 11100 | 5+AR | Agreement only | | | |
| WUE | Water Use Efficiency | WUE06 | Water Use Efficiency Plans, Studies and Reports | R3 Studies, etc. | CA GC 60201, AC 11100 | PE | Yes (Finals Only) | | X | |

| Code | Event Name | Description |
|------|--------------------------------|--|
| + | Plus | Some retention periods consist of two or more components; i.e. CL+6 means they should be kept until closed plus 6 years. |
| AR | After Review | Subject to review to determine if record has continued value. |
| AU | After Audit | Retain until audit has been performed. |
| CL | Closed; Completed | Retain until closed or project completion date. |
| CU | Current Year | A period of time starting after the end of the current calendar year – December 31. |
| EX | Expiration / end of usefulness | Retain until file has expired or is no longer useful or relevant. |
| M | Month | Additional retention period of 1 calendar month |
| PE | Permanent | Record retained Permanently |
| SA | Sale or Disposal | Retain until item is sold, disposed, demolished or removed from service. |
| ST | Settlement | Final Settlement or Resolution |
| SU | Superseded | Record is maintained until made obsolete by the creation or receipt of a newer version. |
| TE | Termination | Retain until termination or separation from the District |

| Code | Characteristic Name | Description |
|------|---------------------|---|
| V | Vital | A record identified as essential for the continuation or survival of the organization if a disaster strikes. Such records are necessary to re-create the organization's legal and financial status and to determine the rights and obligations of employees, customers, stockholders, and citizens. |
| H | Historical | The value attributed to a record which preserves documentation on significant historical events including the organization's operations, origin, policies, authorities, functions, and organizations, as well as significant administrative decisions. |
| C | Confidential | A record requiring protection against unauthorized disclosure, modification, or destruction. A document with restricted access. |



ACTION ITEM

March 15, 2023

TO: Board of Directors

FROM: **Planning and Operations Committee**
(Directors McVicker, Nederhood, and Seckel)

Harvey De La Torre
Interim General Manager

Staff Contact: Heather Baez

**SUBJECT: CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2024-2026
BOARD OF DIRECTORS CALL FOR NOMINATIONS – SOUTHERN
NETWORK REGION, SEAT C**

STAFF RECOMMENDATION

Staff recommends the Board of Directors discuss and determine if a member of the MWD OC Board of Directors would like to be nominated and run for the CSDA Board of Directors Southern Network, Seat C.

COMMITTEE RECOMMENDATION

Committee recommends the Board adopt a Resolution nominating Director Al Nederhood to the CSDA Board of Directors, Southern Network, Seat C.

SUMMARY

An 18-member Board of Directors elected from its six geographical networks governs CSDA. Each of the six networks (Northern, Sierra, Bay Area, Central, Coastal and Southern) have three seats on the board with staggered three-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing located within the geographic network they seek to represent.

CSDA is conducting a Call for Nominations for Seat C. Arlene Schafer, Director for the Costa Mesa Sanitary District, currently represents the Southern Network Seat C. She has expressed her intention to run for reelection.

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The

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

Board of Directors is crucial to the operation of the association and to the representation of the common interests of all California's special districts before the Legislature and the state administration.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.

(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).

- Attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- Complete all four modules of CSDA's Special District Leadership Academy within two years.

(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedure:

Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors) for election to the CSDA Board of Directors. A copy of the member district's resolution or minute action along with the Nomination Form and Candidate Information Sheet must accompany the nomination.

Deadline for receiving nomination applications is April 17, 2023.

Nominations and supporting documentation will be accepted by mail and email. Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will begin electronic voting on June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023. The successful candidates will be notified no later than July 18, 2023. All selected Board Members will be introduced at the Annual Conference in Monterrey, CA in August 2023.

BOARD OPTIONS

Option #1

- Discuss and determine if a member of the MWDOC Board would like to run for the CSDA Board, Southern Network, Seat C.

Fiscal Impact: Travel costs associated with attending the CSDA Board meetings in Sacramento

Business Analysis: CSDA provides a strong voice for special districts in Sacramento and throughout California. Serving on their Board of Directors would provide MWDOC with a direct voice for special districts in our region.

Option #2

- Take no action

Fiscal Impact: None

Business Analysis: MWDOC would not have an opportunity to have a Board member on the CSDA Board.

STAFF RECOMMENDATION

Option #1

Attached:

CSDA Nomination Form
CSDA Candidate Information Sheet



**California Special
Districts Association**
Districts Stronger Together

2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



**California Special
Districts Association**
Districts Stronger Together

2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form, a Board resolution/minute action supporting the candidate, and
Candidate Information Sheet by mail or email to:**

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

Northern, Sierra, Coastal and Southern Networks: **April 6, 2023 at 5:00 p.m.**

Bay Area and Central Networks: **April 17, 2023 at 5:00 p.m.**

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
NOMINATION OF AL NEDERHOOD
TO THE CSDA BOARD OF DIRECTORS
SOUTHERN NETWORK, SEAT C

WHEREAS, the California Special Districts Association (CSDA) is holding an election for its Board of Directors for the Southern Network, Seat C for the 2024-26 term; and

WHEREAS, the Municipal Water District of Orange County (MWDOC) is a voting member of CSDA and a voting member for the Southern Network, Seat C; and

WHEREAS, Director Al Nederhood has expressed interest in serving on the CSDA Board of Directors;

WHEREAS, Director Nederhood and MWDOC are aware of the commitment, expectations, and expenses associated with this position; and

WHEREAS, the Board of Directors of the Municipal Water District of Orange County believes that Al Nederhood would be an effective member of the CSDA Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Municipal Water District of Orange County does hereby nominate Director Al Nederhood to represent the Southern Network, Seat C, on the CSDA Board of Directors; and

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a Resolution to CSDA, forthwith.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Municipal Water District of Orange County on this 15th day of March 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Maribeth Goldsby, District Secretary
Municipal Water District of Orange County



ACTION ITEM

March 15, 2023

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors McVicker, Nederhood and Seckel)

Harvey De La Torre, Interim General Manager

Staff Contact: Vicki Osborn

SUBJECT: Approval of Resolution Designating Authorized Agents for FY21 Grant Transfer Agreements for Homeland Security Grants and Execution of Transfer Agreement (\$20,000 AWARD FOR 800MHz HANDHELD RADIOS)

STAFF RECOMMENDATION

Staff recommends that the Board of Directors approve the execution of the 2021 Grant Transfer Agreement with the County of Orange, cities of Anaheim and Santa Ana as the Local Urban Area Security Initiative (UASI) Administrator. Staff also recommends the Board adopt Resolution giving approval to the WEROC Director of Emergency Management and the General Manager as designated Authorized Agents for FY 2021 Homeland Security Grant and authority to execute any subsequent agreements related to the FY2021 Homeland Security Grants.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

In Orange County, all UASI funds are administered through either Santa Ana or Anaheim as part of the Anaheim/Santa Ana Urban Area (ASAU) and Homeland Security Grants are administered by the County of Orange. The Municipal Water District of Orange County

| | | | |
|---|------------------|---------|-----------|
| Budgeted (Y/N): N | Budgeted amount: | Core __ | Choice __ |
| Action item amount: | Line item: | | |
| Fiscal Impact (explain if unbudgeted): WEROC will use 20,000 of its operating reserves and submit the approved project for reimbursement to the County of Orange as an approved project for the FY 2021 HSGP. | | | |

(MWDOC) and the Water Emergency Response Organization of Orange County (WEROC) has been awarded 2021 Homeland Security Grants Funds from the County of Orange for obtaining two multi band 800 MHz handheld radios. These radio is provided the capability for WEROC to monitor required fire frequencies during wildland fire events, and during other critical incident involving water coordination. This project was supported and approved by the Urban Area Working Group (UAWG) which is comprised of regional members in Orange County representing law, fire, health care, communications and emergency management. WEROC presented this project to the group and it was unanimously approved by the members.

In order to receive 2021 Homeland Security Grant funds, the District must designate by resolution at least one authorized agent for this grant. Staff recommends that the board approve two authorized agents by title – the WEROC Director of Emergency Management and the General Manager. The recommendation to designate two authorized agents by title is to allow the greatest flexibility in the grant funding management.

The Board has taken similar action in regards to Homeland Security Funds and Urban Areas Security Initiative (UASI) funds. Attached is the 2021 Homeland Security Grant Agreement. Additionally, attached is a resolution approving the authorized agents. By signing this agreement, the district would also be eligible for other grants opportunities throughout the 2021 Homeland Security Grant cycle if there is funding available for small projects and should a project present itself as a good opportunity that meets national homeland security goals such as training.

Since 2006, WEROC has obtained \$1,047,294.00 in grants funding to support projects and training.

WEROC remains active with the UAWG and will continue to seek funding when there is discretionary funds available to the Operational Area.

Attachments

1. UASI FY 2021 Transfer Agreement
2. Resolution approving execution of transfer agreement and designation of two authorized agents

**AGREEMENT TO TRANSFER PROPERTY OR FUNDS
FOR 2021 HOMELAND SECURITY GRANT PROGRAM PURPOSES**

THIS AGREEMENT is entered into this _____ day of _____, which date is enumerated for purposes of reference only, by and between the COUNTY OF ORANGE, a political subdivision of the State of California, hereinafter referred to as “COUNTY”, and _____, a (municipal corporation/special district/not-for-profit corporation), hereinafter referred to as “SUBGRANTEE.”

WHEREAS, COUNTY, acting through its Sheriff-Coroner Department in its capacity as the lead agency for the Orange County Operational Area, has applied for, received and accepted a grant from the State of California, acting through its California Office of Emergency Services, to enhance county-wide emergency preparedness, hereinafter referred to as “the grant”, as set forth in the grant documents that are attached hereto as Attachments A (FY 21 CA Supplement to the Federal Notice of Funding Opportunity), B (FY 21 Homeland Security Grant Program Notice of Funding Opportunity), and C (FY 21 Homeland Security Grant Assurances) and incorporated herein by reference.

WHEREAS, the terms of the grant require that COUNTY use certain grant funds to purchase equipment, technology or services that will be transferred to SUBGRANTEE to be used for grant purposes.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. COUNTY shall transfer to SUBGRANTEE the equipment, technology or services as specified in Attachment D hereto, which is incorporated herein by reference. If the grant requires COUNTY to transfer to SUBGRANTEE equipment, technology or services that COUNTY has not yet acquired, COUNTY shall transfer said equipment, technology or services to SUBGRANTEE as soon after acquisition by COUNTY as is reasonably practicable.

2. If COUNTY transfers grant funds to SUBGRANTEE, SUBGRANTEE shall use said grant funds only to acquire equipment, technology or services as set forth in Attachment B hereto and/or to perform such other grant functions, if any, for which Attachments A, B and C permit SUBGRANTEE to

1 expend grant funds. SUBGRANTEE shall provide COUNTY with a budget breakdown signed by the
2 authorized agent.

3 3. Throughout its useful life, SUBGRANTEE shall use any equipment, technology or
4 services acquired with grant funds only for those purposes permitted under the terms of the grant, and
5 shall make it available for mutual aid response.

6 4. SUBGRANTEE shall exercise due care to preserve and safeguard equipment acquired with
7 grant funds from damage or destruction and shall provide regular maintenance and repairs for said
8 equipment as are necessary, in order to keep said equipment in continually good working order. Such
9 maintenance and servicing shall be the sole responsibility of the SUBGRANTEE, who shall pay for
10 material and labor costs for any maintenance and repair of the said equipment throughout the life of the
11 said equipment.

12 5. SUBGRANTEE shall assume all continuation costs of said equipment, technologies and/or
13 services to include but not limited to upgrades, licenses and renewals of said equipment, technologies
14 and/or services.

15 6. If equipment acquired with grant funds becomes obsolete or unusable, SUBGRANTEE
16 shall notify COUNTY of such condition. SUBGRANTEE shall transfer or dispose of grant-funded
17 equipment only in accordance with the instructions of COUNTY.

18 7. SUBGRANTEE agrees to indemnify, defend and save harmless COUNTY and their
19 elected and appointed officials, officers, agents and employees from any and all claims and losses accruing
20 or resulting to any and all contractors, subcontractors, laborers, and any other person, firm or corporation
21 furnishing or supplying work services, materials or supplies in connection with SUBGRANTEE's use of
22 grant-funded equipment, technology or services and SUBGRANTEE's performance of this Agreement,
23 including Attachments A, B and C hereto, and from any and all claims and losses accruing or resulting to
24 any person, firm, or corporation who may be injured or damaged by SUBGRANTEE in SUBGRANTEE's
25 use of grant-funded equipment, technology or services and SUBGRANTEE's performance of this
26 Agreement, including Attachments A, B and C hereto.

27 8. By executing this Agreement, SUBGRANTEE agrees to comply with and be fully bound
28 by all applicable provisions of Attachments A, B and C hereto. SUBGRANTEE shall notify COUNTY

1 immediately upon discovery that it has not abided or no longer will abide by any applicable provision of
2 Attachments A, B and C hereto.

3 9. SUBGRANTEE and COUNTY shall be subject to examination and audit by the State
4 Auditor General with respect to this Agreement for a period of three years after final payment hereunder.

5 10. No alteration or variation of the terms of this Agreement shall be valid unless made in
6 writing and signed by duly authorized representatives of the parties hereto, and no oral understanding or
7 agreement not incorporated herein shall be binding on any of the parties hereto.

8 11. SUBGRANTEE may not assign this Agreement in whole or in part without the express
9 written consent of COUNTY.

10 12. For a period of three years after final payment hereunder or until all claims related to this
11 Agreement are finally settled, whichever is later, SUBGRANTEE shall preserve and maintain all
12 documents, papers and records relevant to the work performed or property or equipment acquired in
13 accordance with this Agreement, including Attachments A, B and C hereto. For the same time period,
14 SUBGRANTEE shall make said documents, papers and records available to COUNTY and the agency
15 from which COUNTY received grant funds or their duly authorized representative(s), for examination,
16 copying, or mechanical reproduction on or off the premises of SUBGRANTEE, upon request during usual
17 working hours.

18 13. SUBGRANTEE shall provide to COUNTY all records and information requested by
19 COUNTY for inclusion in quarterly reports and such other reports or records as COUNTY may be
20 required to provide to the agency from which COUNTY received grant funds or other persons or agencies.

21 14. COUNTY may terminate this Agreement and be relieved of the payment of any
22 consideration to SUBGRANTEE if a) SUBGRANTEE fails to perform any of the covenants contained in
23 this Agreement, including Attachments A, B and C hereto, at the time and in the manner herein provided,
24 or b) COUNTY loses funding under the grant. In the event of termination, COUNTY may proceed with
25 the work in any manner deemed proper by COUNTY.

26 15. SUBGRANTEE and its agents and employees shall act in an independent capacity in the
27 performance of this Agreement, including Attachments A, B and C hereto, and shall not be considered
28 officers, agents or employees of COUNTY or of the agency from which COUNTY received grant funds.

1 **IN WITNESS WHEREOF**, the parties have executed this Agreement in the County of Orange,
2 State of California.

3 DATED: _____, 2021

COUNTY OF ORANGE, a political
subdivision of the State of California

5 By _____

Sheriff-Coroner
"COUNTY"

7 APPROVED AS TO FORM:

8 COUNTY COUNSEL

9
10 By Wendy J. Phillips
11 Wendy Phillips, Deputy County Counsel

12
13 DATED: December 3, 2021

14 DATED: _____

SUBGRANTEE

15
16
17 By: _____

18 Dated: _____

19
20 ATTEST:

21
22 By _____
23 City Clerk

24 DATED: _____

RESOLUTION NO.

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
WATER EMERGENCY RESPONSE ORGANIZATION OF ORANGE COUNTY
(WEROC)
AUTHORIZATION FOR FEDERAL FINANCIAL ASSISTANCE
PROVIDED BY THE FEDERAL DEPARTMENT OF HOMELAND SECURITY**

WHEREAS, The Municipal Water District of Orange County (MWDOC) manages the Water Emergency Response Organization of Orange County (WEROC) Program on behalf of the organization's 36 signatories.

WHEREAS, WEROC has been designated by the County of Orange as the water and wastewater Operational Area coordination entity for the purpose of assisting the county's water and wastewater utilities with disaster preparedness, prevention, response, recovery, and mitigation.

WHEREAS, MWDOC desires to keep the WEROC emergency operations centers, communications equipment and other such supplies in good working order and to date with the current technological abilities of the Operational Area.

WHEREAS, MWDOC also desires to keep its program and volunteer staff trained in current emergency management practices and required levels of training according to the National Incident Management System and the California State Emergency Management System.

WHEREAS, MWDOC also desires to ensure eligibility for project and training funding that may become available throughout the year.

WHEREAS, MWDOC has and will continue to submit grant applications to the Homeland Security Grant Program to continue to enhance the capabilities of the WEROC program, its staff and its member agencies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Municipal Water District of Orange County that the Water Emergency Response Organization of Orange County (WEROC) Director of Emergency Management, and the MWDOC General Manager, is hereby authorized to execute for and on behalf of the Municipal Water District of Orange County, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the County of Orange or the Cities of Anaheim and Santa Ana as the Administrators for Fiscal Year Grant 2021.

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

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing is a true and correct copy of Resolution No. adopted by the Board of Directors of Water District at its meeting held on.

MARIBETH GOLDSBY
District Secretary
Municipal Water District of Orange County



GENERAL MANAGER REPORT OF STAFF ACTIVITIES

March 2023

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY AGENCIES MANAGERS MEETING

MWDOC held its Member Agency Managers' meeting at its office in Fountain Valley on Thursday, February 16, 2023.

In attendance were: Rudy Correa, Brea, Mike McGee, Buena Park, Dennis Cafferty, El Toro Water District, Mark Sprague, Fountain Valley, Hye Jin Lee, Fountain Valley, Cel Pasillas, Garden Grove, Ken Vecchiarelli, Golden State Water, Chris Davis, Huntington Beach, Paul Weghorst, IRWD Keith Van Der Maaten, Laguna Beach County Water, Tracy Manning, Mesa Water, Johnathan Cruz, Moulton Niguel Matt Collings, Moulton Niguel, Steffen Catron, Newport Beach, Mark Vukojevic, Newport Beach, John Kennedy, OCWD, Mike Markus, OCWD, David Rebensdorf, San Clemente, Daniel Ferons, Santa Margarita, Jim Leach, Santa Margarita, Jerry Vilander, Serrano, Pamela Arends-King, South Coast, Michael Perea, Trabuco Canyon, Fernando Paludi, Trabuco Canyon, Michael Grisso, Tustin, Mark Toy, YLWD, Doug Davert, YLWD

Staff in attendance were: Alex Heide, Vicki Osborn, Heather Baez, Charles Busslinger, Harvey De La Torre, Joe Berg, Kevin Hostert, Melissa Baum-Haley, and David Anderson

General Meeting Information/Discussion Items:

- WEROC Update
- Draft Board Agendas
- MWDOC Draft Budget & Reserves Update
- MET Updates
 - Water Supply Allocation Planning Update
 - Board Retreat Update
- Engineering Update

Announcements:

- MWDOC hosted Dinner at ACWA DC
-

The next meeting is tentatively scheduled for March 16, 2023

ENGINEERING & PLANNING

RELIABILITY STUDY UPDATE

Staff has been working with consultant CDM Smith and Metropolitan Water District (MET) staff on an update to the 2018 OC Water Reliability Study (2022 OC Study). This update was launched because of significant conditions changes since the 2018 OC Study publication. Updating the planning assumptions and understanding the implications will be useful to our staff, Directors, MET Directors, and member agencies for future water reliability decision considerations.

The final OC Study presentation, which incorporated comments from the MWDOC Agency Managers meeting, was presented to the A&F Committee at the February 8, 2023 meeting.

The draft report will be distributed to the Agency Managers this month for final comments. Agency managers have asked for additional time to review the completed draft report.

DOHENY OCEAN DESALINATION PROJECT

South Coast Water District (SCWD) continues to develop the Doheny Ocean Desalination Project. SCWD estimates an online date of 2026 if approved by the SCWD Board.

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 1st-year water cost of \$1,928/AF in 2021\$ and a 5 MGD project with an estimated 1st-year water cost of \$1,479/AF in 2021\$ (later updated to \$1,807/AF in 2027\$ vs. \$1,545/AF MET Rate in 2027\$).

On December 9, 2022, the California State Lands Commission (CSLC) approved an Addendum to the Doheny Ocean Desalination Project Final Environmental Impact Report (EIR) and the certified Final EIR. The EIR Addendum addresses a proposed CSLC lease for slant wells at Doheny State Beach (DSB). The new lease allows for the construction and long-term operation of up to five slant wells at DSB.

SCWD is currently working with State Parks on a lease agreement, a study with Regional Water Quality Control Board staff as a condition of the National Pollution Discharge Elimination System (NPDES) permit, and Design Build, Operate, Maintain (DBOM) Contract Development.

SHUTDOWNS

Orange County Feeder

The purpose of the shutdown is to remove and dispose of the existing lining, reline the pipeline with cement mortar, weld straps, replace valves and install manholes on this 85+-year-old pipeline from the Willits Street Pressure Control Structure (north of South Coast Plaza) to the Irvine Cross Feeder (south of UC Irvine).

The Orange County Feeder shutdown began on September 18, 2022, and will continue through July 15, 2023. The shutdown schedule was revised to accommodate a requested schedule change for the recently completed Orange County Feeder Extension shutdown between Irvine Cross Feeder and Pacific Coast Hwy).

R6 Reservoir Rehabilitation

El Toro WD is shutting down the 275 Million Gallon R6 Reservoir to replace the aging reservoir liner and cover. The reservoir will be offline from November 2022 through July 2023.

Lake Mathews Facility Shutdown

A shutdown of the Lake Mathews Facility has been scheduled for March 13-24, 2023, to replace a previously damaged slide gate on the outlet tower. During this time, the Lower Feeder (Untreated), Santiago Lateral, Santiago Lateral Spillway, and East Orange County Feeder No. 1 will also be out of service. During this shutdown, MET will also replace 11 aging valves on the Santiago Lateral.

During the shutdown, the following OC agencies will be affected: Anaheim, OCWD, YLWD, Serrano WD, IRWD, TCWD, ETWD, SMWD, MNWD, and the City of San Clemente.

Orange County Reservoir

The decommissioning of the Orange County Reservoir has been rescheduled to March 20, 2023, through March 25, 2023. This work will affect the cities of Brea and La Habra.

Diemer Water Treatment Plant

MET has rescheduled a 7-day shutdown of the Diemer WTP to repair a broken chlorine solution line to January 8-14, 2024. Finding a suitable window for this shutdown presented challenges due to numerous maintenance shutdowns by MET and retail agencies and fire danger concerns.

Coinciding with the 7-day Diemer shutdown, the following pipelines will also be down for repairs:

- Allen-McColloch Pipeline
- East Orange County Feeder No.1
- East Orange County Feeder No.2

- Lower Feeder (Treated)
- Lower Feeder (Untreated)
- Second Lower Feeder (portions)

MEETINGS

- Charles Busslinger attended the Colorado River Basin Salinity Control Work Group on February 7-9, 2023.
- Charles Busslinger attended the February 9, 2023, CDR Management Oversight Committee meeting.
- Charles Busslinger and Cathy Harris hosted a kickoff meeting with GTS Architecture and OCWD staff for the Breakroom/Atrium remodel design on February 14, 2023.
- Charles Busslinger attended in Multi-State Salinity Coalition Summit on February 22 & 23, 2023.
- Charles Busslinger attended February 27, 2023, MET shutdown coordination meeting for the upcoming March 13-24, 2023, Lake Mathews shutdown.
- Charles Busslinger, Cathy Harris, and OCWD staff attended a design review meeting with GTS Architecture on February 28, 2023, regarding design details for the breakroom and atrium.
- Charles Busslinger participated in a meeting on March 1, 2023, with Olea Edge Analytics regarding their AI-based technology - Meter Health Analytics (MHA).

EMERGENCY PREPAREDNESS

COVID-19 (CORONA VIRUS)

COVID-19 Community Level

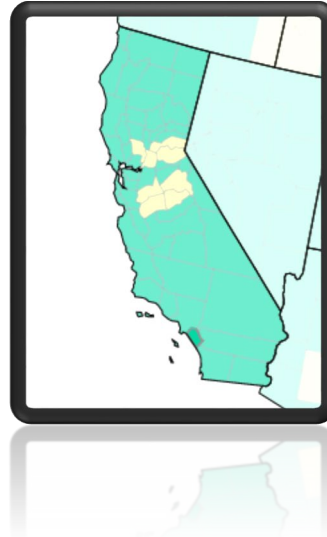
● Low

Recommended actions based on current level

[Stay up to date](#) with COVID-19 vaccines, including recommended booster doses. Maintain [ventilation improvements](#). Avoid contact with people who have suspected or confirmed COVID-19. Follow recommendations for [isolation](#) if you have suspected or confirmed COVID-19. Follow the recommendations for [what to do if you are exposed](#) to someone with COVID-19. If you are at [high risk of getting very sick](#), talk with a healthcare provider about additional prevention actions.

Weekly Metrics Used to Determine the COVID-19 Community Level

| | |
|---|-------|
| Case Rate per 100,000 population | 60.81 |
| New COVID-19 admissions per 100,000 population | 4.4 |
| % Staffed inpatient beds in use by patients with confirmed COVID-19 | 3.4% |



FEDERAL PUBLIC HEALTH EMERGENCY

On Jan. 30, 2023, the Biden Administration announced it would end the public health emergency (and national emergency) declarations on May 11, 2023

CALIFORNIA STATE OF EMERGENCY UPDATE

COVID-19 State of Emergency ended February 28, 2023

COUNTY OF ORANGE HEALTH OFFICER ORDER

As of this report on 3/1, the County Health Officer Order remains in effect, dated 9/23/22.

NON-EMERGENCY CALOSHA COVID STANDARDS

The COVID-19 Prevention non-emergency regulations (California Code of Regulations Title 8 sections 3205 through 3205.3) are in effect until February 3, 2025.

FEBRUARY INCIDENTS/EVENTS

- February Rain Events
- Suspicious Activity

COORDINATION/PARTICIPATION WITH MEMBER AGENCIES AND OUTSIDE AGENCIES MEETINGS OUTSIDE OF PROGRAMS AREAS AND EMERGENCY RESPONSE

- On 2/2, Dave and Janine attended the monthly Orange County Emergency Management Organization (OCEMO) Meeting. The standing subcommittees provided their reports, and the presentation was about the WebEOC program and the future of the product supplied by Juvare.
- On 2/2, Dave attended the OCEMO Exercise Design subcommittee planning the Countywide May Functional Exercise.
- On 2/7, WEROC hosted its quarterly in-person planning meeting.
- On 2/7, Dave conducted a planning meeting with the member agencies for the next wave project.
- On 2/7, Vicki attended the Orange County Coordination call with SMWD and SOCWA about the winter storms. This was a scoping meeting to ascertain if an IDE visit would be conducted.
- On 2/8, Dave attended the Urban Area Working Group (UWAG) Meeting.
- On 2/8, Vicki attended the quarterly Operational Area Executive Board meeting as the Water/Wastewater Mutual Aid Coordinator. Operational Area plans approved at this meeting included the Bind Fire Debris Flow Plan, Flood, Dam and Reservoir Failure Annex, Disease Outbreak Annex, and the Emergency Public Information Plan. Vicki will make the agenda packet available to anyone interested in the meeting proceedings.
- On 2/13, Vicki attended the NWS webinar on upcoming forecasts.
- On 2/16, Vicki attended the OCEMO Leadership Monthly Meeting.
- On 2/17, Vicki attended the CESA awards selection committee meeting.
- On 2/17, Vicki attended the CESA legislative call.
- On 2/21, Vicki attended the monthly CalWARN Leadership Meeting
- On 2/22, Dave attended the OCEMO Technology subcommittee meeting.
- On 2/24, Vicki attended the CESA State Board Meeting..

PLANNING AND PROGRAM EFFORTS

Contact Lists

Janine has completed the annual verification of all contact lists maintained in the various programs and documents. All changes were updated in the safety center.

Cyber Security

WEROC continues to send out important information to the Cyber Security Distribution Group as received from DHS or the OCIAC.

EOC Readiness

Dave continues to work on the EOC Position Guide Revision Project to make responses for people assigned to positions in the EOC easier.

OCIAC Coordination

WEROC maintains a close and positive working relationship with the Orange County Intelligence Assessment Center. WEROC contacted the OCIAC for a suspicious event that occurred in February.

Resource Requests and Member Agency Inventory Lists

Janine continues to obtain information from the WEROC member agency to update the inventory lists.

Training and Exercises

- Vicki provides 2 ICS courses this month. On 2/23, ICS 200 and 2/22-24, ICS 300. (63 people attended these two sessions)
- Vicki conducted an 800MHz radio training for member agencies.
- Dave is coordinating with the agencies for participation in the May 2023 Operational Area Exercise. Dave conducted a planning meeting on February 7th to determine agency objectives and exercise intent.
- On 2/7, WEROC held internal training with the MWDOC staff identified to fill the roles for the May Exercise. The WEROC EOC will be activated in Room 101 on May 17th.
- Dave attended a G626 planning class conducted on 2/15 at the OA EOC.
- The state approved all the 2023 first-quarter trainings. The courses include SEM/NIMS 100700 combined G611 EOC Section Series (Management, Operations, Planning, Logistics, and Finance), Recovery Part 2, and 800Mhz training. All these trainings are being conducted in house.

WEROC Quarterly Meeting

WEROC held its quarterly meeting on 2/7. Agenda included a presentation from the Director of the OCIAC which included an Infrastructure Briefing and an overview of the new Security Guidance for Tour/Meeting Requests created jointly between the OCIAC and WEROC. Additional items on the agenda included: WEROC Budget & 2022 Accomplishments; Goals & Objectives (FY2023); Planning & Program Initiatives and Training and Exercises.

County Plans Reviewed:

- County of Orange Recovery Plan – Chapter 4

MET ITEMS CRITICAL TO ORANGE COUNTY

MET FINANCE AND RATE ISSUES

Water Transactions in December 2022 (for water delivered in October 2022) totaled 156.2 thousand acre-feet (TAF), which was 11.6 TAF lower than the budget of 167.8 TAF and translated to \$142.4 million in receipts for December 2022, which were \$11.2 million lower than the budget of \$153.6 million.

Year-to-date water transactions through December 2022 (for water delivered in May 2022 through October 2022) were 892.8 TAF, which was 6.7 TAF higher than the budget of 886.1 TAF. Year-to-date water receipts through December 2022 were \$830.7 million, \$20.1 million lower than the budget of \$850.8 million.

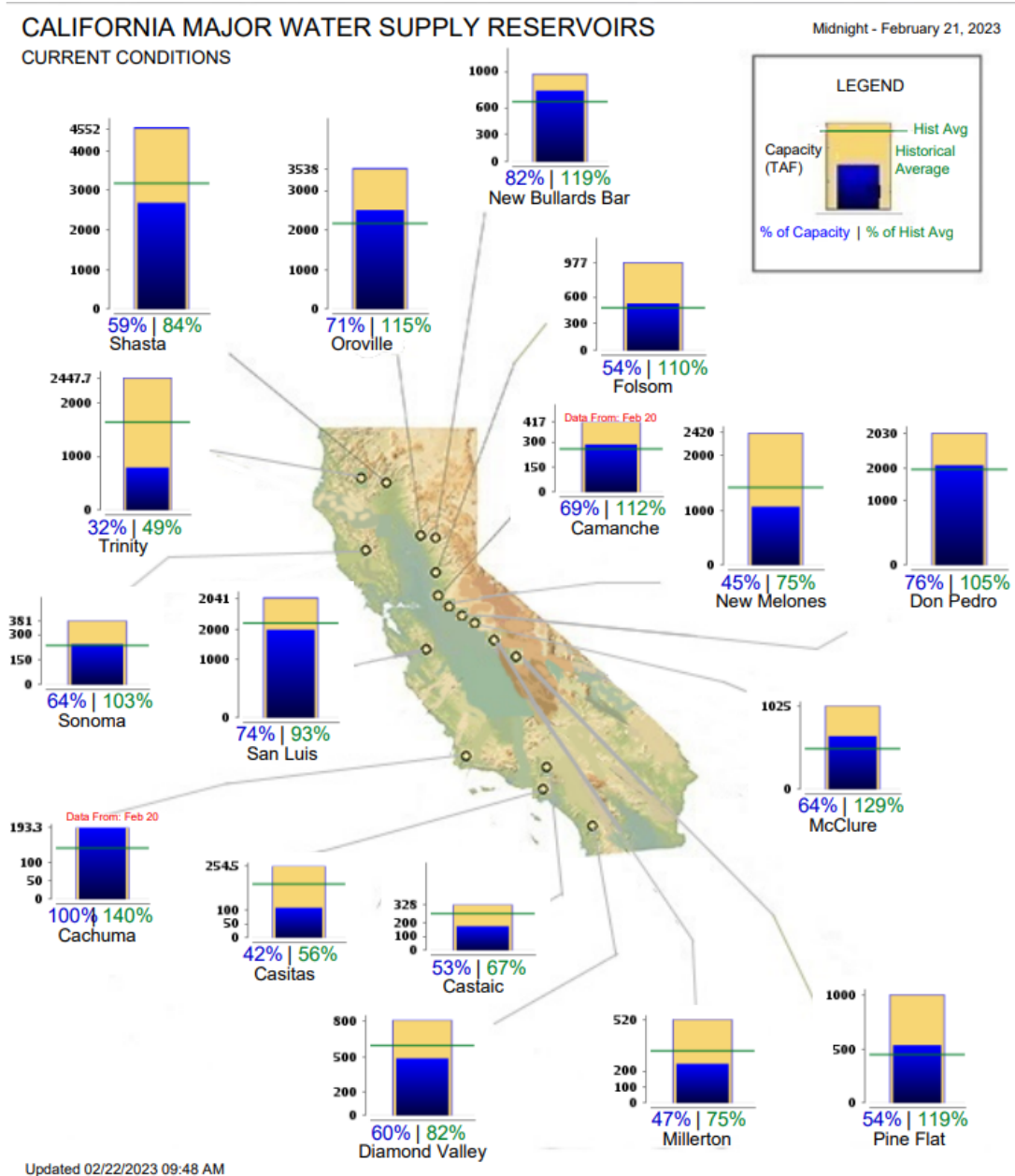
In line with the priority to prudently manage the investment of Metropolitan's funds in accordance with policy guidelines and liquidity considerations, as of December 31, 2022, Metropolitan's investment portfolio balance was \$1.4 billion.

MET'S SUPPLY CONDITION UPDATE

The 2022-23 Water Year (2022-23 WY) officially started on October 1, 2022. Thus far, Northern California accumulated precipitation (8-Station Index) reported **39.2 inches or 117% of normal** as of February 22nd. The Northern Sierra Snow Water Equivalent was at **32.9 inches on February 22nd, 135% of normal** for that day. Due to the barrage of atmospheric rivers in January, the Department of Water Resources (DWR) has increased the State Water Project (SWP) **"Table A" allocation to 35%**. This allocation provides Metropolitan with approximately **669,025 AF in SWP deliveries this water year**. In addition, Metropolitan received 134,000 AF for Human Health and Safety Supply in CY 2022. With the current precipitation increases through WY 2023, the Table A allocation is anticipated to increase. DWR's SWP Allocation considers several factors, including existing storage in SWP, conservation reservoirs, SWP operational, regulatory constraints, and the 2023 contractor demands.

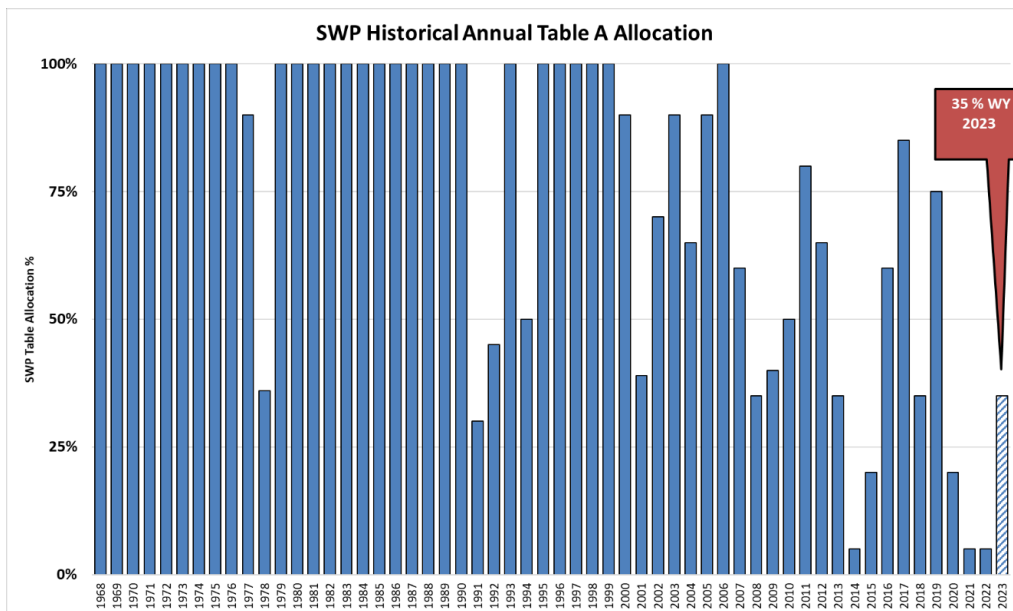
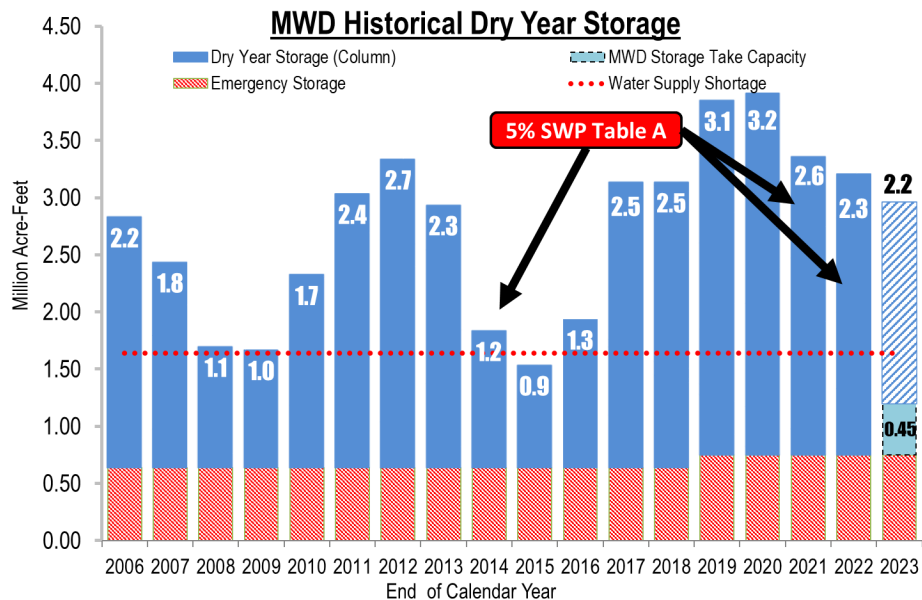
The Upper Colorado River Basin accumulated precipitation is **15.3 inches or 116% of normal as of February 21st**. On the Colorado River system, the snowpack is measured across four states in the Upper Colorado River Basin. The Upper Colorado River Basin Snow Water Equivalent was reporting **17.0 inches as of February 22nd**, which is **119% of normal** for that day. Due to the below-average inflows into Lake Powell over the past several years, the United States Bureau of Reclamation **declared a shortage at Lake Mead that has been ongoing since January 1st, 2022. There is a 93% chance of shortage continuing in CY 2024 and a 60% chance that Metropolitan will see a 250,000 AF reduction in Colorado River water supplies in CY 2024.**

As of February 21st, Lake Oroville storage is **71% of total capacity and 115% of normal**. As of February 21st, San Luis Reservoir has a current volume of **74% of the reservoir's total capacity and is 93% of normal**.



With CY 2023 estimated total demands and losses of 1.664 million acre-feet (MAF) and a 35% SWP Table A Allocation, Metropolitan is projecting that demands will exceed supply levels in the Calendar Year (CY) 2023. Based on this, Metropolitan's estimated dry-year storage at the end of **CY 2023 will go down to approximately 2.21 MAF**.

A projected dry-year storage supply of **2.21 MAF** would still be about **1.21 MAF** above, where **MWD has historically declared a water supply allocation**. A large factor in maintaining a high water storage level is lower than expected water demands. We are seeing regional water demands reaching a 38-year low. **As water conditions continue to improve in California for 2023, MWD will unlikely trigger a Water Supply Allocation in CY 2023. However, with a majority of MWD's water supplies stored in Lake Mead and the uncertainty of a dry water year in 2024 in California, there is potential for Water Supply Allocation in CY 2024.**



2023 WSDM Storage Detail

| | 1/1/2023 Estimated Storage Levels ¹ | CY 2023 Take Capacity ² | 2023 Total Storage Capacity |
|--|--|------------------------------------|-----------------------------|
| WSDM Storage | | | |
| Colorado River Aqueduct Delivery System | 1,139,000 | TBD | 1,657,000 |
| Lake Mead ICS | 1,139,000 ³ | TBD ⁴ | 1,657,000 |
| State Water Project System | 492,000 | 102,000 | 1,879,000 |
| MWD SWP Carryover ⁵ | 28,000 | 28,000 | 350,000 |
| DWCV SWP Carryover ⁵ | | | |
| MWD Articles 14(b) and 12(e) | 0 | 0 | N/A |
| Castaic and Perris DWR Flex Storage | 3,000 | 3,000 | 219,000 |
| Arvin Edison Storage Program | 120,000 | 0 | 350,000 |
| Semitropic Storage Program | 158,000 | 45,000 | 350,000 |
| Kern Delta Storage Program | 137,000 | 26,000 | 250,000 |
| Mojave Storage Program | 19,000 | 0 | 330,000 |
| AVEK Storage Program | 27,000 | 0 | 30,000 |
| In-Region Supplies and WSDM Actions | 698,000 | 329,000 | 1,246,000 |
| Diamond Valley Lake | 494,000 | 237,000 | 810,000 |
| Lake Mathews and Lake Skinner | 194,000 | 82,000 | 226,000 |
| Conjunctive Use Programs (CUP) ⁶ | 10,000 | 10,000 | 210,000 |
| Other Programs | 662,000 | 25,000 | 1,181,000 |
| Other Emergency Storage | 381,000 | 0 | 381,000 |
| DWCV Advanced Delivery Account | 281,000 | 25,000 | 800,000 |
| Total | 2,991,000 | 456,000 | 5,963,000 |
| Emergency | 750,000 | 0 | 750,000 |
| Total WSDM Storage (AF) ⁷ | 2,241,000 | 456,000 | 5,213,000 |

¹ Preliminary start of year balances, subject to DWR adjustments and USBR final accounting in May 2023.

² Take capacity assumed under a five percent SWP Table A Allocation. Storage program losses included where applicable.

³ This amount is net of the water Metropolitan stored for IID in Lake Mead in an ICS sub-account.

⁴ Take capacity will be based on planned maintenance activities, current CRA supply estimate, and operational decisions to protect Metropolitan's future CRA diversions. Although capacity is currently available, Metropolitan is planning to limit its take of ICS in 2023.

⁵ Total storage capacity varies year to year based on prior year remaining balance added to current year contractual limits.

⁶ Total of all CUP programs including IEUA/TVMWD (Chino Basin); Long Beach (Central Basin); Long Beach (Lakewood); Foothill (Raymond and Monk Hill); MWD OC (Orange County Basin); Three Valleys (Live Oak); Three Valleys (Upper Claremont); and Western.

MET'S WATER QUALITY UPDATE

Water System Operations

Metropolitan member agency water deliveries were 63,200 acre-feet (AF) for January, with an average of 2,039 AF per day, which was 1,474 AF per day lower than in December. Treated water deliveries decreased by 14,500 AF from December, for a total of 34,300 AF, or 54 percent of total deliveries for the month. The Colorado River Aqueduct (CRA) transitioned from seven to five and then four-pump flow in January, with 65,000 AF pumped in January. This change in operations was due to several

storms in late December and January, which decreased demands throughout Metropolitan's service area and resulted in higher-than-anticipated storage in Lake Mathews. State Water Project (SWP) imports averaged 303 AF per day, totaling about 9,400 AF for the month, which accounted for approximately 15 percent of Metropolitan's deliveries. The Weymouth, Diemer, and Skinner plants' target SWP blend remained at zero percent.

Water Treatment and Distribution

The State Water Project target blend entering the Weymouth and Diemer plants and Lake Skinner was zero percent in January 2023. The flow-weighted running annual averages for total dissolved solids from December 2021 through November 2022 for Metropolitan's treatment plants capable of receiving a blend of supplies from the State Water Project and the Colorado River Aqueduct were 599, 603, and 601 mg/L for the Weymouth Diemer, and Skinner plants, respectively.

Storms in the Castaic Lake watershed led to elevated sediment and suspended solids throughout the lake. This resulted in the highest level of source water turbidity entering one of our plants in memory—levels one hundred times higher than normal. Metropolitan staff performed several operational actions to manage this turbidity event. The actions included system changes to reduce flows at the plant to near its minimum, turning Greg Avenue pumps on to reduce Jensen demands, bringing additional basins into service to increase plant detention time, increasing chemical dosages, and monitoring lake conditions through increased water quality analysis at the plant. The Jensen Incident Command Post was also activated to ensure effective communication. Thanks to the innovative solutions Metropolitan staff implemented, Jensen plant maintained operations that met all Metropolitan operational goals and objectives throughout this event.

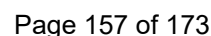
Additionally, the backwash header piping and filter valves at the Diemer plant have been undergoing repairs after an equipment failure. Metropolitan staff disconnected power and control conduits for the filter valves before repair work. Metropolitan staff also installed additional lighting in the area to enhance visibility.

Future Legislation and Regulation

On December 15, the California Air Resources Board (CARB) adopted its Final 2022 Scoping Plan for Achieving Carbon Neutrality (Scoping Plan). The Scoping Plan lays out California's plan to reduce anthropogenic GHG emissions by 85 percent below 1990 levels and achieve carbon neutrality by 2045, along with meeting SB 1020's requirement that all state agencies procure 100 percent renewable energy zero carbon energy by 2035. Metropolitan staff will closely follow the rollout of the Scoping Plan's GHG reduction goals and clean energy procurement requirements.

Weekly Water Quality System Status

Wednesday, February 15, 2023



Water Quality Section Weekly TDS Report For the week of 2/12/2023

| Percent SPW Needed to Achieve TDS Goal of 500 mg/L | | | | Estimated TDS for Reservoirs | | |
|--|-----|--------------|---------|---------------------------------|----------|------|
| Source Water TDS | | SPW Required | | Reservoir (Effluent) | Date | mg/L |
| Plant | CRW | SPW | Percent | | | |
| Weymouth | 615 | 278 | 34% | Lake Havasu (Table D) | 11/2/22 | 614 |
| Diemer | 615 | 278 | 34% | Lake Mathews (DFPH-LWRFR) | 2/13/23 | 615 |
| Skinner-Silverwood | 609 | 278 | 33% | Lake Skinner (Outlet Structure) | 2/13/23 | 604 |
| Skinner-Perris | 609 | 325 | 38% | Castaic Lake (JFPI) | 2/12/23 | 315 |
| CRW for Diemer and Weymouth is Lake Mathews and San Jacinto - West Portal for Skinner. | | | | DVL (Mills Int) | 2/12/23 | 278 |
| | | | | Lake Perris (Table D) | 11/7/22 | 325 |
| | | | | DVL Outlet (Table D) | 11/14/22 | 281 |

SUNDAY COMPOSITE ESTIMATED TDS FOR 10/09/22 - 02/12/23

| TDS For Week of 2/12 | |
|----------------------|------|
| Plant Eff. | mg/L |
| Diemer | 630 |
| Weymouth | 630 |
| Skinner | 616 |
| Jensen | 349 |
| Mills | 294 |



Sunday composite estimated TDS measured from plant effluent composite samples collected on Sunday and analyzed for hardness and electrical conductivity.

WEEKLY COMPOSITE ESTIMATED TDS FOR 10/09/22 - 02/12/23

| TDS For 2/6 - 2/12 | |
|--------------------|------|
| Plant Eff. | mg/L |
| Diemer | 628 |
| Weymouth | 624 |
| Skinner | 618 |



Weekly composite estimated TDS measured from plant effluent composite samples collected Monday through Sunday and analyzed for hardness and electrical conductivity.

MONTHLY COMPOSITE CALCULATED TDS FOR December 2021 - November 2022

| TDS For Nov 2022 | |
|------------------|------|
| Plant Eff. | mg/L |
| Diemer | 623 |
| Weymouth | 631 |
| Skinner | 627 |
| Jensen | 325 |
| Mills | 295 |



Monthly calculated TDS calculated from plant effluent monthly composite sample for total anions and cations. These results are also used for Table D.

FLOW WEIGHTED RAA TDS FOR December 2021 - November 2022

| Flow-Weighted RAA TDS Dec 2021 - Nov 2022 | |
|--|------|
| Plant | mg/L |
| Diemer | 603 |
| Weymouth | 599 |
| Skinner | 601 |
| Jensen | 325 |
| Mills | 296 |



Seasonal flow-weighted RAA TDS calculated from plant effluent monthly composite sample for total anions and cations. Results are based on average monthly flows.

COLORADO RIVER ISSUES

California Submits Modeling Alternative for Reclamation's Supplemental Environmental Impact Statement

In late 2022, the Bureau of Reclamation (Reclamation) initiated the process of developing a Supplemental Environmental Impact Statement (SEIS) to the 2007 Colorado River Interim Guidelines. The purpose of the SEIS is to analyze and develop new operating guidelines for the Colorado River that protect critical infrastructure and Lake Mead and Lake Powell, including power generation facilities. Reclamation stated that it would model several alternatives in the SEIS, including a consensus-based alternative from the Colorado River Basin States (Basin States), provided such an alternative was submitted by the end of January. Starting in December 2022, the seven Basin States and key water agencies, including Metropolitan, attempted to reach a consensus alternative to be included in the SEIS. After many meetings in late January, it was apparent that such a consensus alternative could not be achieved. Six Basin States developed and submitted an alternative to Reclamation, and California submitted its alternative. Both alternatives include significant water delivery reductions and include provisions to protect Human Health and Safety supplies. The California alternative initially seeks voluntary and compensated water conservation actions and moves to mandatory cutbacks if insufficient. The six-state alternative imposes mandatory cutbacks immediately without any tools to help water agencies reduce their use.

Despite not achieving a consensus-based modeling approach, the seven Basin States have each expressed interest in working together to see if all states can develop and support a proposed preferred alternative to Reclamation for the Final SEIS. It is anticipated that Reclamation may include both alternatives in the SEIS for evaluation. A draft SEIS is scheduled for release in late April 2023. A Record of Decision is anticipated in July 2023, with any new delivery reductions and new operating rules applied to the Lower Basin from 2024 through 2026. Metropolitan staff will provide an overview of the two proposed modeling alternatives at the February 2023 Legal and Claims Committee.



Talking Points: Colorado River



Background

- Reducing the use of Colorado River water across the West requires a solution that works for all the 40 million people and nearly 6 million of acres of farmland that depend on the Colorado River Basin. Not just some of them.
- The six-state proposal would upend California water agencies' legal rights and take a disproportionate share of water from our state.
- Metropolitan cannot support the six-state proposal because it unfairly harms the 19 million people who live in our service area, and would adversely impact the businesses, farms, tribes and the environment in our state that rely on Colorado River water supplies.
- Metropolitan and its California partners are committed to conservation actions and sustainable solutions to protect lakes Mead and Powell, and we look forward to further discussions with the other states to achieve a true consensus proposal.

California's proposal

- California's proposal offers a modeling framework that builds on funded water conservation and the Law of the River, which the states have operated under over the last century, offering additional cuts voluntarily that respect existing law.
- The proposal commits California agencies to a 17 percent cut, when combined with the state's Drought Contingency Plan contribution, and additional cuts if Lake Mead drops to critical levels.
- The proposal can be implemented immediately and avoids the delay and uncertainty of litigation, which would likely result if the plan from the other states was adopted.
- The voluntary component of the proposal preserves conservation agreements within California and across the Basin, including Metropolitan's tribal partnerships. It also maintains a cooperative environment for negotiating long-term solutions.
- Because most of the reductions are incentive-based, utilizing federal funding from the Inflation Reduction Act, it will result in greater support and participation.
- Above all else, the proposal protects communities across the West by prioritizing water for human health and safety. It also preserves Intentionally Created Surplus water in Lake Mead, including Metropolitan's ICS water.

Six-state proposal

- California did not agree with a proposal from the six other states that would disadvantage our communities. The LA Times analyzes it "would require California to shoulder a substantial part of the burden, despite its relatively higher-priority water rights."

- The six-state proposal imposes mandatory reductions without providing tools to help reduce water use.
- The proposal does not consider the interstate water rights that were authorized by Congress in the 1960s, including Arizona's agreement that it would have lower priority to Colorado River water than California during a time of shortage.
- 50 percent of cuts fall on California, which is in addition to the 800,000 acre-feet of reductions California made in 2003 and additional cuts made under the DCP.
- This level of mandated cuts could result in devastating effects on Southern California's people and \$1.6 trillion economy.
- It would also strain hard-fought partnerships developed over the last 20 years within California and outside California, undermining negotiations toward long-term solutions.
- The proposal could harm the numerous water management programs that Metropolitan has developed with our agricultural and tribal partners over the last 20 years.
- In addition, it disincentivizes Metropolitan adding more water to Lake Mead as ICS. In recent years, Metropolitan stored a record amount of water in Lake Mead.

More opportunities for consensus

- Proposing alternatives is just a first step in the process, allowing the Bureau of Reclamation to model the impact of reductions on the environment and operations.
- There will be many more opportunities to reach consensus throughout this SEIS process, and we will continue working together with our Basin-state partners to develop a consensus-based approach, supported by all seven states, to managing drought conditions on the Colorado River with sustainable solutions, not just cuts.

California has a history of finding solutions

- California knows how to permanently reduce use of the river – we have done it over the past 20 years, through billions of dollars in investments and hard-earned partnerships.
- Our path to sustainability was first laid in 2003, when California permanently lost access to 800,000 acre-feet of Colorado River water – amounting to a 15 percent cut. Through agricultural, tribal, and urban partnerships that conserve and transfer supplies, California has stayed within its legal apportionment of 4.4 million acre-feet.
- Many of those cuts fell on Metropolitan. And since then, half of the water Metropolitan receives from the Colorado River water has come through purchases and agreements with agricultural users in the Imperial and Palo Verde valleys.
- Many water agencies in other states have not similarly increased their purchases and exchanges with agricultural users to provide water to urban communities in their states. Instead, they seek reductions from California's water supply.
- Californians' commitment to conservation has added more than 488 trillion gallons and 19 feet of elevation to the water level at Lake Mead since 2007.

Does California's proposal disproportionately hurt the Central Arizona Project and cities like Phoenix, Tucson, and Las Vegas?

- While any mandatory cutbacks would be imposed based on applicable laws, the proposal also protects Human Health and Safety deliveries to urban users, ensuring a minimum water supply for people, including the cities of Phoenix, Tucson, Las Vegas and tribal communities.

February 15, 2023

The Colorado River... A Balanced Approach for Reducing Water Use

The proposal supported by Metropolitan Water District and its California agricultural partners provides practical and achievable reductions to stabilize reservoir levels.

California's Proposal: The Best Path Forward

- Provides near-term water reductions
- Maximizes agricultural conservation partnerships
- Provides environmental and habitat benefits along the River
 - Incentivizes even more conservation
 - Advances new voluntary conservation commitments
 - Preserves clean energy for Western states
 - Helps to avoid litigation by working within existing laws and previous agreements
 - Respects the Republic of Mexico's 1944 Treaty and encourages working with Tribal Nations.

Key Facts: How the Colorado River Benefits Southern California

Supplies water to more than 20 million people and supports a nearly \$2 trillion economy

Provides water and hydroelectric power for seven counties

Irrigates 600,000 acres of farmland, supporting a \$6.2 billion farm economy in Riverside and Imperial Counties

Supports the Lower Colorado multi-species conservation plan, the Salton Sea and other programs to restore critical habitat and protect species.

Prevents devastating water shortages in Southern CA when snowpack in Northern CA is sparse

California and its partners in the Colorado River Basin must continue to adapt so that the river can keep providing essential economic, social, and environmental benefits to the region.

Beneficiaries of the Colorado River Water Supply



ENVIRONMENT



CITIES



AGRICULTURE



INDUSTRY



TRIBES

Colorado River
Aqueduct

The Six-State Agreement: A Flawed Proposal

Nearly half of the people who rely on Colorado River water live in Southern California. But rather than fairly sharing the necessary reductions, the six-state proposal would make the **biggest, and disproportionately large cuts to farms and California cities.**

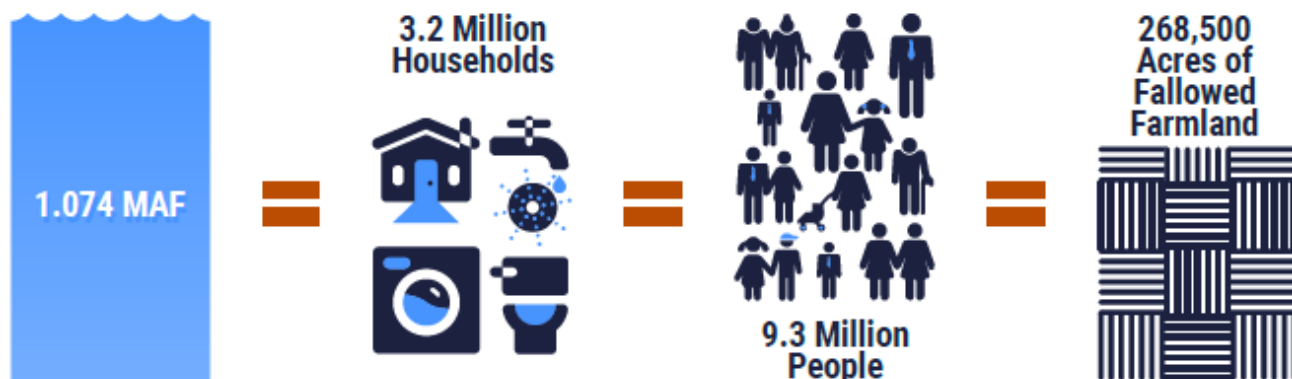
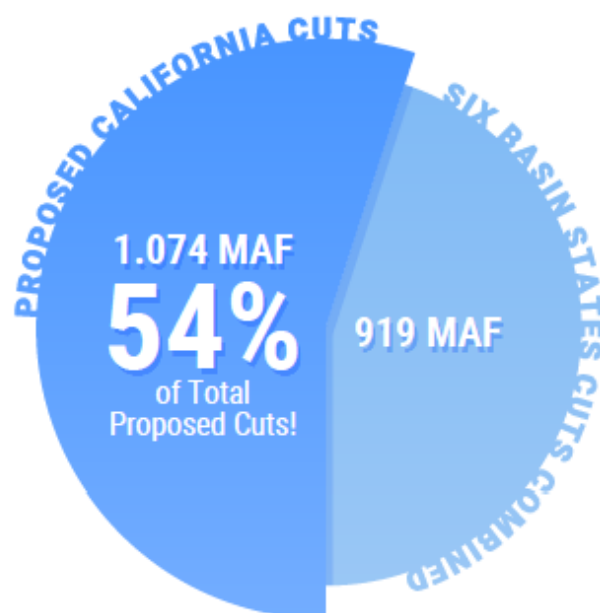
Gutting these water supplies to California in this way would disincentivize additional conservation to benefit river users, create a new shortage plan, guarantee litigation by deviating from federal law and be **devastating to the state's economy, the natural environment and residents.** This harms disadvantaged communities both in the cities and rural communities that depend on the Colorado River.

Impacts to California from Proposed Cuts in Six-State Proposal

On top of existing shortages and Drought Contingency Plan cuts, the total amount proposed for new cuts is 1.993 million acre-feet, with **California absorbing 54%** with 1.074 MAF of cuts.

"Rather than simply agreeing to cuts, we want to develop sustainable solutions, like our Pure Water Southern California recycling program."

- Adel Hagekhalil, Metropolitan General Manager



Conservation as a California Way of Life

California knows how to permanently reduce use of the River through billions of dollars in investments and hard-earned partnerships. This commitment to sustainability and conservation has added more than 488 trillion gallons and 19 feet of elevation to the water level at Lake Mead since 2007.

DELTA CONVEYANCE ACTIVITIES AND STATE WATER PROJECT ISSUES

Delta Conveyance

The public comment period for the Delta Conveyance Project (DCP) Draft Environmental Impact Report (EIR) closed on Friday, December 16, 2022. The Department of Water Resources (DWR) is in the process of reviewing and responding to comments received on the Draft EIR and plans to issue a Final EIR in late 2023.

On December 16, 2022, the U.S. Army Corps of Engineers (USACE) released the public Draft Environmental Impact Statement for the DCP. In January, the USACE held three virtual public meetings to receive comments from affected federal, state, regional, and local agencies, Native American tribes, other interested private organizations, and the public on the project and the draft document. The USACE extended the comment period by 30 days until March 16, 2023.

Joint Powers Authorities

On January 13, the Delta Conveyance Design and Construction Authority Board of Directors held a special meeting and approved extending a resolution authorizing virtual board and committee meetings pursuant to AB 361.

During the January 19 meeting of the Delta Conveyance Finance Authority (DCFA), new board officers were elected, with the President as Paul Sethy (Alameda County Water District), Vice President as Russell Lefevre (Metropolitan), Secretary Robert Cheng (Coachella Valley Water District), and Treasurer as Katano Kasaine (Metropolitan).

Sites Reservoir

In their January joint meetings, the Sites Project Authority Board (Authority Board) and the Sites Reservoir Committee (Reservoir Committee) authorized the Authority Board to enter into a Financial Assistance Agreement with the U.S. Bureau of Reclamation (Reclamation), securing the FY22 \$80 million Water Infrastructure Improvements for the Nation Act storage funds allocated to the Sites Reservoir Project. The Authority Board and Reservoir Committee also reviewed and confirmed key points of response to Reclamation's December 16, 2022, a letter indicating interest in participation in the Sites Reservoir Project at 16 percent and discussed steps of converting from supply-based participation to storage allocation-based participation in the project.

Science Activities

Metropolitan staff worked with researchers from UC Davis to complete the first Delta Smelt Pilot Propagation Study. The study involved using impoundments on Bouldin Island for use in Delta smelt cage studies. The second deployment is scheduled for the beginning of February 2023. The study successfully demonstrated impoundments as a

viable tool for the aquaculture of Delta smelt on Metropolitan's Delta Islands properties in the effort to produce more Delta smelt for supplementation in the wild.

Regulatory Activities

On January 5, the State Water Resources Control Board (SWRCB) released the Draft Scientific Basis Report Supplement in Support of Proposed Voluntary Agreements for the Sacramento River, Delta, and Tributaries Update to the San Francisco Bay/Sacramento-San Joaquin Delta Water Quality Control Plan (Draft Scientific Basis Report Supplement). The Draft Scientific Basis Report Supplement documents the science supporting the provisions included in the proposed Voluntary Agreements (VAs) and is the first step to considering the VAs as an alternative for the Sac/Delta Update and implementation of the Bay-Delta Water Quality Control Plan (Bay-Delta Plan). Metropolitan staff is reviewing the Draft Scientific Basis Report Supplement and coordinating with the State Water Contractors (SWC) to develop comments. The SWRCB held a Board Workshop on January 19, and public comments on the Draft Scientific Basis Report Supplement are due February 8, 2023.

The next steps in the Sac/Delta Update to the Bay-Delta Plan include:

- Spring 2023: Draft Scientific Basis Report Supplement revised to address public comments and submitted for independent peer review
- Spring 2023: SWRCB releases Draft Bay-Delta Plan Update Staff Report for public comment
- Spring/Summer 2023: Public workshop on Draft Staff Report
- Spring/Summer 2024: Release of final draft Staff Report, including responses to comments and proposed Sac/Delta changes to the Bay-Delta Plan
- Summer/Fall 2024: SWRCB consideration of adoption of the Sac/Delta Update to Bay-Delta Plan

Metropolitan staff coordinated with SWC to develop a near-term monitoring program to determine whether Delta smelt and longfin smelt are present in the South Delta turbidity field and to evaluate the effects of 2019/2020 Biological Opinion and Incidental Take Permit Early Winter Pulse Protection Action (EWPPA). The monitoring includes coordination with DWR and the California Department of Fish and Wildlife. It uses environmental DNA monitoring methods to determine whether smelt are present in the south Delta and to inform the efficacy of the EWPPA. On January 18, the SWC Board of Directors approved funding to implement the monitoring.

Delta Island Activities

Metropolitan staff is developing several grant proposals for proposed projects on the Delta Islands, including wetland/habitat restoration projects on Bouldin Island and Webb

Tract, funding for a Phase I Delta Smelt study, funding for construction of Phase II of the Delta Smelt Project, and is pursuing a planning grant for a proposed integrated research, training, and education center on Bouldin Island.

PUBLIC/GOVERNMENT AFFAIRS

COMMUNITY AND MEMBER AGENCY RELATIONS

Public Affairs Staff:

- Speaker's Bureau: PA Staff and Inside the Outdoors presented to Orange County Girl Scouts for their Year of Service program
- Staffed a booth and made a Ricky Raindrop appearance at the Yo Amo Mesa Water event on 2/11/23
- Developed and ordered the spring bill insert for MWDOC member agencies
- Hosted the Consumer Confidence Report Kickoff meeting with MWDOC member agencies and Stetson Engineering
- Completed Memorandum Of Understanding outlining program responsibilities with Orange County Council, Boy Scouts of America, and Girl Scouts of Orange County for MWDOC Scouts Programs
- Prepared and distributed the February 2023 issue of eCurrents:
<https://conta.cc/3Ytxf0O>
 - o Sent to 10,310 recipients
 - o Open rate: 55% (5,511 opens)
 - Industry average: 28%

Government Affairs Staff:

- Attended the OCBC Infrastructure Committee meeting
- Circulated an invitation to all member agencies inviting them to an MWDOC hosted dinner during the ACWA DC Conference
- Distributed the Grants Tracking and Acquisition Monthly Report to all participating member agencies

EDUCATION

Public Affairs Staff

- Collaborating with PA staff, Water Energy Education Alliance (WEEA) released Water and Energy career brochures in 9 languages- English, Spanish, Russian, Chinese, Vietnamese, Farsi, Korean, Armenian, and Tagalog.
- Provided information regarding MWDOC Choice K-12 School Programs to the City of Anaheim, City of Brea, City of Buena Park, El Toro Water District, City of Garden Grove, Irvine Ranch Water District, City of La Habra, Laguna Beach County Water District, Moulton Niguel Water District, City of Santa Ana, Santa Margarita Water District, City of Seal Beach, Trabuco Canyon Water District, and Yorba Linda Water District.

- Sent out a request for commitments to all eligible member agencies and the Three Cities for participation in the FY 23-24 MWDOC Choice K-12 School Programs

MEDIA OUTREACH AND DISTRIBUTION

Public Affairs Staff

- Prepared and distributed content for social media
- Distributed weekly news digests to MWDOC managers and Board
- Distributed weekly Association of Metropolitan Water Agencies (AMWA) Monday briefings for member agencies
- Prepared and submitted the following article to the Association of California Water Agencies News:
 - <https://www.acwa.com/news/water-energy-education-alliance-and-mwdoc-offer-multi-language-recruitment-brochures/>
- Coordinated with and responded to various media inquiries, including <https://www.ocregister.com/2023/02/10/one-oc-water-agency-fights-for-its-life-in-face-of-consolidation-desires/>
- Assisted with editing an OpEd for Director Seckel in the Leisure World Weekly.

SPECIAL PROJECTS

Public Affairs Staff:

- Coordinated event logistics with The Westin South Coast Plaza Hotel for the MWDOC Water Policy Dinner
- Prepared and distributed the second and third invites for the MWDOC Water Policy Dinner
- Prepared and hosted the MWDOC Water Policy Forum & Dinner with moderator Adán Ortega and accompanying panel at The Westin South Coast Plaza Hotel
- Speakers Bureau: Assisted with coordinating several presentations by Director Dick and Director Seckel.
- Met with the Orange County Community Foundation to discuss the Water Energy Education Alliance's (WEEA) recent initiatives and achievements.
- Met with the Wyland Foundation to discuss outreach and campaign plans for Earth Month 2023.
- Attended The Metropolitan Water District of Southern California's Public Information Officers workgroup meeting.
- Attended the Urban Water Institute Spring Conference.
- Met with the Centers for Excellence for Labor Market Research to discuss the statewide workforce needs assessment report and plans for industry conference presentations.

Governmental Affairs Staff:

- Staffed the WACO meeting featuring speaker Eric Saperstein
- Participated in the CSDA Professional Development Committee meeting
- Prepared recommendations and talking points for Director McVicker for the ISDOC Executive Committee meeting, outlining potential programs and speaker recommendations for 2023
- Staffed the ISDOC Executive Committee meeting
- Participated in the ACWA Region 10 Event Planning working group meeting
- Met with Director Mills, ISDOC President, to discuss best practices for ISDOC over the coming term
- Extended invitations to speakers for upcoming WACO meetings
- Staffed the WACO Planning meeting
- Had a follow-up meeting with Director Mills regarding outstanding ISDOC issues

LEGISLATIVE AFFAIRS

Governmental Affairs Staff:

- Participated in the ACWA Federal Affairs Committee meeting
- Met with Albert Napoli of Metropolitan to discuss coordination of delegation visits in district offices with legislative staff
- Participated in the “Big and Bold” Water Proposal Strike Team meeting (3 meetings total)
- Met with Director Seckel, Harvey, and Syrus to discuss the status and messaging for the Delta Conveyance Project
- Attended the ACWA State Infrastructure bond working group meeting
- Participated in the CMUA Regulatory and Legislative Committee meetings
- Attended the ACWA State Legislative Committee meeting
- Participated in the Southern California Water Coalition Legislative Task Force meeting
- Attended a 3-part webinar put on by CSDA that covered: Legislative Relations, Grassroots Advocacy, and Media Relations
- Participated in the Metropolitan Member Agencies Legislative Update call
- Attended the California Natural Resources Agency webinar that provided an update on California’s Water Supply
- In Sacramento, attended meetings in the Capitol with staff from the following offices:
 - Assemblyman Avelino Valencia
 - Assemblyman Philip Chen
 - Assemblywoman Blanca Pacheco
 - Assemblywoman Diane Dixon
 - Assemblywoman Kate Sanchez
 - Assemblyman Tri Ta
 - Assemblywoman Sharon Quirk-Silva

- Senator Catherine Blakespear
- From the Senate Committee on Natural Resources & Water:
- Principal Consultant Genevieve Wong
- Senator Brian Dahle's office
- Senator Melissa Hurtado's office
- Senator Steve Padilla's office
- Attended the CMUA Water Bond working group meeting
- Met with Rosalie Thompson from Metropolitan to discuss pending legislation and legislative priorities

WATER USE EFFICIENCY

ORANGE COUNTY LANDSCAPE PROGRAM ADVISORY COMMITTEE (PAC) MEETING

On February 9, Joe Berg, Beth Fahl, Sam Fetter, Tina Fann, and Rachel Waite participated in the Orange County Landscape PAC meeting, along with staff from Irvine Ranch Water District, Santa Margarita Water District, Moulton Niguel Water District, City of San Clemente, and El Toro Water District. Items on the agenda included:

- Landscape Design Program/Landscape Maintenance Program Modifications
- Turf and Drip Programs Guides
- Future PAC Topics

The next meeting is scheduled for April 13.

ORANGE COUNTY DATA ACQUISITION PARTNERSHIP (OCDAP) STEERING AND TECHNICAL ADVISORY COMMITTEE (STAC)

On February 14, Rachel W. attended the OCDAP STAC. The working group collaborates on and organizes a regional effort to cost-share the acquisition of high-resolution aerial imagery and related products. Topics on the agenda included:

- Status Update on Cycle 2 Deliverables and Online Platform
- Cycle 2 and 3 Membership Costs and Timeline
- OCDAP Data Sharing/Efforts/Projects Underway/Cycle 2 Derived Products
- OC GIS User Group Update

The next meeting is scheduled for March 14.

METROPOLITAN WATER USE EFFICIENCY WORKGROUP MEETING

On February 16, Joe, Beth, Sam, Tina, Rachel W., and Rachel Davis participated via Zoom in Metropolitan's Water Use Efficiency Workgroup meeting. Items on the agenda included:

- Welcome
- Metropolitan Board Meetings Update
 - Previous: February
 - Upcoming: March
- Metropolitan Water Supply Update
- California American Water Update

- IRWD's Water Efficiency Guidebook for Multi-Family Properties
- Metropolitan Conservation Program Updates
 - MAAP
 - Grants
- External Affairs Update
- Member Agency Roundtable

The next meeting is scheduled for March 16.

ORANGE COUNTY WATER USE EFFICIENCY WORKGROUP MEETING

On March 2, Joe, Beth, Rachel W., Rachel D., and Tina hosted the Orange County Water Use Efficiency Workgroup meeting. Items on the agenda included:

- MWD OC Updates
- Agency Problem Solving Roundtable
- Water Supply Update
 - Supply Update
 - Allocations Update
- IRWD's Water Efficiency Guidebook for Multi-Family Properties
- Proposed AB 1572 Prohibiting Potable Water for Irrigation of Non-Functional Turf
- Water Use Efficiency Updates
 - Landscape Program Advisory Committee Update
 - Turf Removal Program Update
 - Native Grasses Update
 - Grant Funding/Turf Activity Update
- CalWEP Update
- Future Agenda Items

The next meeting is scheduled for April 6.

INFORMATION CALENDAR

**MWDOC GENERAL INFORMATION
ITEMS**

MWDOC BOARD OF DIRECTORS

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