

**REVISED**  
SPECIAL MEETING OF THE  
OF THE BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
18700 Ward Street, Conf. Room 101, Fountain Valley, California  
April 28, 2014, 3:00 p.m.

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**AGENDA**

**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 that all members of the public who want to address the Board complete a "Request to be Heard" form available from the Board Secretary prior to the meeting.

**1. INTERVIEW CANDIDATES FOR CHAIRMAN OF THE BOARD OF DIRECTORS OF METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

- a. Robert Wunderlich
- b. Other Candidates as they may appear.

*Recommendation: Review, discuss, and take action as appropriate.*

**2. REPORT ON THE RECENT BUILDING MAINTENANCE COMMITTEE BETWEEN MWDOC AND OCWD**

*Recommendation: Review and discuss.*

**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.



**INFORMATION ITEM**

April 28, 2014

**TO:** Board of Directors

**FROM:** Robert Hunter, General Manager

Staff Contact: Karl Seckel/Cathy Harris

**SUBJECT:** Report on the Recent Building Maintenance Committee Between MWDOC and OCWD

**STAFF RECOMMENDATION**

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Staff recommends the Board of Directors receive and file the report below. It has been suggested that the Directors may want to take a brief tour of Conference Rooms C-2, C-3 and the Board Room to review potential refurbishments that are being planned by OCWD. No action is required or suggested at this time.

**COMMITTEE RECOMMENDATION**

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Committee recommends (To be determined at Committee Meeting)

**SUMMARY REPORT**

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On April 24, 2014, the MWDOC Building Committee met with the OCWD Building Maintenance Committee. It had been some time since the Building Committee between the two agencies had met and the members of the Building Committee had changed, so some of the discussions were related to historical practices. The following issues were discussed:

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

1. 1987 Agreement established building maintenance committee
  - a. 3 OCWD, 2 MWDOC directors
  - b. Purpose was to coordinate design, construction, maintenance & repairs of offices and common areas
  
2. Consider modifying agreement on sharing of the Common Space to accommodate OCWD's Hallway Interactive Exhibit in the South Hallway, which is currently part of the Common Area (see attached Figure 1)
  - a. Main south hallway becomes OCWD responsibility vs a shared expense
  - b. Percentage allocation modification
    - i. Was 64.24%/35.75% (OCWD/MWDOC)
    - ii. New 66.4%/33.6% (OCWD/MWDOC) – MWDOC's percentage goes down and hence this should result in reduced costs to MWDOC over time.

Staff is in agreement with the proposed change in the Common Area sharing.

3. OCWD proposed hallway improvements – a general description was provided; it was suggested that OCWD present more detailed plans to MWDOC at a future meeting. The costs shown below in a. & b. are very conceptual at this time and strictly those to be paid for by OCWD. There is no cost-share with MWDOC envisioned in these costs for the south Hallway project.
  - a. OCWD upgrades - \$1.3 million
  - b. General Repairs
    - i. Carpet - \$45,000
    - ii. Paint - \$35,000

There is no cost-sharing proposed as these costs are to fulfill the plans by OCWD.

4. Boardroom/reception area improvements being planned by OCWD. The costs below are very conceptual and will be refined in the near future.
  - a. Boardroom - \$141,900
  - b. Reception Area - \$41,000
  - c. Conference Room C3 - \$47,100
    - i. Total \$230,000

The cost share is projected as follows:

\$77,280 = MWDOC  
\$152,720 = OCWD

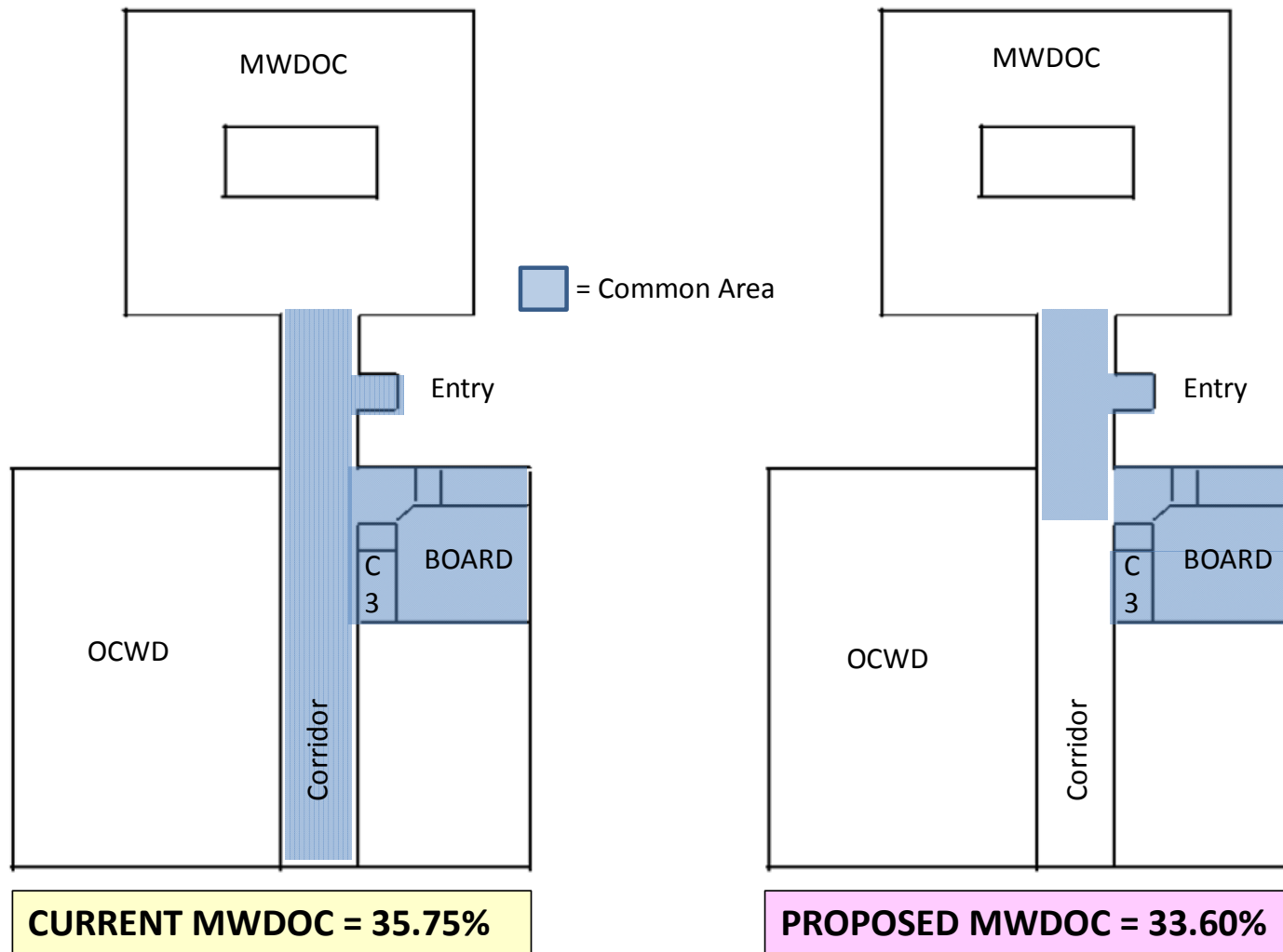
MWDOC indicated a need to review the details of the improvements to determine what level of cost-share is appropriate for the various improvements. This is where it was suggested that the full MWDOC Board consider visiting C-2, C-3, and the Board Room to review the potential refurbishment areas for future discussions. Considerable discussion also occurred about the sharing of wall space in the Boardroom foyer with a suggestion of OCWD taking one wall and MWDOC taking another wall. Discussion also occurred about adding MWDOC into the OCWD exhibit. Staff has NOT included any budget allowances for this work. In addition, there would be some costs incurred by MWDOC for the entry into the MWDOC building including the removal of tile and re-carpeting of the entry area. It is suggested that this work be accomplished at such time as the other entry way and common area work is completed.

5. HVAC/Boiler & Chiller; MWDOC has recently made improvements in its air handler. There are common boiler, chillers and an Energy Management System that supplies both buildings that need to be completed, plus other work specifically for the OCWD building and a small level of work for the common areas, to be shared. The suggested cost share of these repairs is as follows:
  - a. \$831,000 Total Repairs; the cost share is as follows:
    - \$159,882 = MWDOC
    - \$671,118 = OCWD

Staff is in agreement with the budgetary costs and cost allocation for these costs and has included funds in the budget to cover them.

6. Roof – Within the next several years, we will reach the life expectancy of the roofs of both buildings. There is some desire to consider changing the architectural design to modernize and upgrade the visual features of both buildings. The costs to be incurred by both agencies is unknown at this time. Staff will develop concepts and cost estimates to add into the Building Maintenance Fund for the future roof work.
7. Other – the directors discussed how best to memorialize the discussions after agreement has been reached. The directors also suggested a cost-threshold below which staff would handle things to limit the number of building committees and involving the directors in too much detail. The other items discussed were closing of the South entrance and relocation of the visitor parking with signage to direct visitors over to the main front entrance of both buildings. Electric outlets and USB ports were requested in the main dais to facilitate laptops.

Staff from both agencies will continue working on the various issues. The conceptual costs included herein will be refined and brought back to the Board for discussions.



**Figure 1**  
**Current and Proposed Office Space Sharing between MWDOC and OCWD**