

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

Jointly with the

ADMINISTRATION & FINANCE COMMITTEE

18700 Ward Street, Conf. Room 101, Fountain Valley, CA 92708

June 12, 2024, 8:30 a.m.

Teleconference Site:

25652 Paseo De La Paz

San Juan Capistrano, CA 92675

(Members of the public may attend and participate in the meeting at both in-person locations.)

This meeting will be held in person at 18700 Ward Street, Fountain Valley, California, 92708 (Conference Room 101). 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#

A&F Committee:

Director Crane, Chair

Director Thomas

Director Nederhood

Staff: H. De La Torre, C. Harris,

H. Chumpitazi, M. Baum-Haley,

K. Davanaugh, M. Goldsby

Ex Officio Member: President McVicker

MWDOC Committee meetings are noticed and held as joint meetings of the Committee and the entire Board of Directors and all members of the Board of Directors may attend and participate in the discussion. Each Committee has designated Committee members, and other members of the Board are designated alternate committee members. If less than a quorum of the full Board is in attendance, the Board meeting will be adjourned for lack of a quorum and the meeting will proceed as a meeting of the Committee with those Committee members and alternate members in attendance acting as the Committee.

ROLL CALL

PUBLIC COMMENTS - Public comments on agenda items and items under the jurisdiction of the Committee should be made at this time.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED - Determine there is a need to take immediate action on item(s) and that the need for action came to the attention of the District subsequent to the posting of the Agenda. (Requires a unanimous vote of the Committee).

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>.

PROPOSED BOARD CONSENT CALENDAR ITEMS

- 1. TREASURER'S REPORT
 - a. Revenue/Cash Receipt Report – May 2024
 - b. Disbursement Approval Report for the month of June 2024
 - c. Disbursement Ratification Report for the month of May 2024
 - d. GM Approved Disbursement Report for the month of May 2024
 - e. Consolidated Summary of Cash and Investment – April 2024
 - f. OPEB and Pension Trust Fund statement

- 2. FINANCIAL REPORT
 - a. Combined Financial Statements and Budget Comparative for the Period Ending April 30, 2024

ACTION ITEMS

- 3. APPROVE REVISIONS TO THE GENERAL MANAGER’S PERFORMANCE EVALUATION POLICY AND SECTION 1307 OF THE ADMINISTRATIVE CODE

PRESENTATION ITEM

- 4. RICKY RAINDROP’SSM 50TH BIRTHDAY

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

- 5. SOLE SOURCE CONTRACT WITH CAREY CONSULTING SOLUTIONS

- 6. DEPARTMENT ACTIVITIES REPORTS
 - a. Administration
 - b. Finance and Information Technology

- 7. MONTHLY WATER USAGE DATA AND WATER SUPPLY INFORMATION

OTHER ITEMS

- 8. REVIEW ISSUES REGARDING DISTRICT ORGANIZATION, PERSONNEL MATTERS, EMPLOYEE BENEFITS FINANCE AND INSURANCE

ADJOURNMENT

NOTE: At the discretion of the Committee, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated, and may be subject to action by the Committee. On those items designated for Board action, the Committee reviews the items and makes a recommendation for final action to the full Board of Directors; final action will be taken by the Board of Directors. Agendas for Committee and Board meetings may be obtained from the District Secretary. Members of the public are advised that the Board consideration process includes consideration of each agenda item by one or more Committees indicated on the Board Action Sheet. Attendance at Committee meetings and the Board meeting considering an item consequently is advised.

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 telephoning 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.

**Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
May 2024**

WATER REVENUES

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
5/01/2024	Serrano Water District	March 2024 Water deliveries	9,955.51
5/02/2024	City of Westminster	March 2024 Water deliveries	11,236.64
5/06/2024	Laguna Beach County Water District	March 2024 Water deliveries	269,475.07
5/06/2024	Santa Margarita Water District	March 2024 Water deliveries	1,518,898.10
5/06/2024	Santa Margarita Water District (ID9)	March 2024 Water deliveries	271,573.70
5/07/2024	South Coast Water District	March 2024 Water deliveries	398,018.23
5/10/2024	City of Garden Grove	March 2024 Water deliveries	72,184.78
5/10/2024	City of San Clemente	March 2024 Water deliveries	520,505.36
5/10/2024	Irvine Ranch Water District	March 2024 Water deliveries	1,944,526.40
5/13/2024	City of La Palma	March 2024 Water deliveries	1,585.28
5/14/2024	City of Orange	March 2024 Water deliveries	75,860.27
5/14/2024	City of Seal Beach	March 2024 Water deliveries	13,345.75
5/14/2024	East Orange Co Water District	March 2024 Water deliveries	428,799.32
5/15/2024	El Toro Water District	March 2024 Water deliveries	1,095,268.39
5/15/2024	Golden State Water Company	March 2024 Water deliveries	420,198.47
5/15/2024	Moulton Niguel Water District	March 2024 Water deliveries	1,586,515.00
5/15/2024	Orange County Water District	March 2024 Water deliveries	176,301.13
5/15/2024	Yorba Linda Water District	March 2024 Water deliveries	108,305.55
5/22/2024	Trabuco Canyon Water District	April 2024 Water deliveries	23,338.64
5/24/2024	City of Huntington Beach	April 2024 Water deliveries	353,665.16
5/24/2024	City of Seal Beach	April 2024 Water deliveries	99,004.95
5/28/2024	City of La Habra	April 2024 Water deliveries	6,879.32
5/28/2024	City of Newport Beach	April 2024 Water deliveries	240,311.06
5/30/2024	City of Westminster	April 2024 Water deliveries	11,236.64
5/31/2024	City of Brea	April 2024 Water deliveries	7,178.82
5/31/2024	Irvine Ranch Water District	April 2024 Water deliveries	1,494,473.95
5/31/2024	Laguna Beach County Water District	April 2024 Water deliveries	286,682.27

TOTAL WATER REVENUES \$ 11,445,323.76

Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
May 2024

MISCELLANEOUS REVENUES

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
5/06/2024	Karl Seckel	May 2024 Retiree Health insurance	187.02
5/28/2024	Stan Sprague	June 2024 Retiree Health insurance	187.02
5/15/2024	Patricia Meszaros	May-June 2024 Retiree Health insurance	55.98
5/15/2024	Steve Hedges	May-June 2024 Retiree Health insurance	89.76
5/17/2024	Igoe and Company Inc	COBRA Vision insurance	23.66
5/06/2024	The Plant Nerd	Reimbursement for Copyright payment	900.00
5/23/2024	Friends Community Church Brea	Refund for overpayment on the City of Brea Mayor's breakfast registration	7.00
5/29/2024	ISDOC	Reimbursement for the purchase of ISDOC Luncheon	19.53
5/28/2024	US Bank Custodial Account	Bank of America Interest payment	531.25
5/31/2024	US Bank	Monthly Interest	63.93
5/31/2024	Irvine Ranch Water District	February 2024 Smartimer rebate program	84.74
5/28/2024	Mesa Water District	March 2024 Turf Removal rebate program	222.00
5/23/2024	Laguna Beach County Water District	March 2024 High Efficiency Clothes Washers rebate program	65.00
5/10/2024	Irvine Ranch Water District	March 2024 Smartimer and Rotating Nozzles rebate program	454.99
5/03/2024	City of Tustin	March 2024 Turf Removal and Spray to Drip rebate program	666.00
5/06/2024	City of Fountain Valley	March 2024 Turf Removal and Spray to Drip rebate program	444.00
5/06/2024	Golden State Water Company	March 2024 Turf Removal and Spray to Drip rebate program	222.00
5/10/2024	Irvine Ranch Water District	March 2024 Turf Removal and Spray to Drip rebate program	5,032.40
5/13/2024	City of La Habra	March 2024 Turf Removal and Spray to Drip rebate program	333.00
5/13/2024	City of Orange	March 2024 Turf Removal and Spray to Drip rebate program	222.00
5/16/2024	City of Westminster	March 2024 Turf Removal and Spray to Drip rebate program	222.00
5/28/2024	City of Buena Park	March 2024 Turf Removal and Spray to Drip rebate program	222.00
5/28/2024	City of Newport Beach	March 2024 Turf Removal and Spray to Drip rebate program	222.00
5/08/2024	Trabuco Canyon Water District	March 2024 Smartimer and High Efficiency Clothes Washers rebate program	309.00
5/28/2024	Mesa Water District	February 2024 Smartimer, Turf Removal and Spray to Drip rebate program	624.00
5/03/2024	City of San Clemente	February 2024 Turf Removal, Spray to Drip and High Efficiency Clothes Washers rebate program	29,886.00
5/10/2024	Bureau of Reclamation	Oct 23-Mar 24 OC Sustainable Landscapes Program	129,185.13
5/10/2024	Bureau of Reclamation	Feb-Mar 2024 OC Sustainable Landscapes Program Phase 2	2,642.26
5/23/2024	Orange County Water District	Apr-Jun 2022 and upfront funding for Dedicated Irrigation Meter Area Measurements Project	68,016.21
5/17/2024	City of Tustin	Water Loss Control Shared Services FY 2024-25	6,500.00
5/17/2024	City of Tustin	Water Loss Control Technical Assistance CY 2024	8,480.00
5/03/2024	City of San Clemente	FY 2022-23 O & M Costs of the EOCF #2	1,783.58
5/03/2024	Irvine Ranch Water District	FY 2022-23 O & M Costs of the EOCF #2	97,110.77
5/14/2024	Mesa Water District	FY 2022-23 O & M Costs of the EOCF #2	28,042.42
5/13/2024	City of Anaheim	25% Upfront LCRR Service Line Inventories Project	46,259.75
5/24/2024	City of Fullerton	25% Upfront LCRR Service Line Inventories Project	24,538.25
TOTAL MISCELLANEOUS REVENUES			\$ 453,854.65
TOTAL REVENUES			\$ 11,899,178.41



 Harvey De La Torre, General Manager



 Hilary Chumpitazi, Treasurer

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of June 2024**

Vendor/ Invoice	Description	Amount to Pay
Core Expenditures:		
Ackerman Consulting-Richard C Ackerman		
1409	May 2024 Legal and regulatory specialized consulting services	3,500.00
Total		3,500.00
Aleshire & Wynder LLP		
87319/87320	May 2024 Legal Services	3,026.25
Total		3,026.25
Alta FoodCraft		
12424587	May 2024 Coffee and tea supplies	127.59
Total		127.59
Avram Electric		
50724	Breakroom remodel project - 05/06/24 electrical outlet installed	766.00
Total		766.00
Brown and Caldwell		
12523011	April 2024 Hydraulic model work services for Moulton Niguel Water District	1,359.82
Total		1,359.82
Green Thumb (Indoor Plant Care) LLC-Dedo Verde Interior		
20240659	June 2024 Indoor plant service	305.50
Total		305.50
Dopudja & Wells Consulting Inc		
1521	April 2024 Senior Advisory Consulting Services for State and Federal Legislative and Policy	3,350.00
1522	April 2024 Consulting services on MET Strategic Issues and Priorities	3,852.50
Total		7,202.50
E Source Companies LLC		
12074	April 2024 Retail Agency Technical Assistance services	2,950.00
12076	April 2024 Business Plan Implementation services	5,355.00
Total		8,305.00
Means Consulting-Edward G Means III		
MWDOC-1316	May 2024 East Orange County Feeder #2 Emergency Pilot Project Consulting services	1,306.25
Total		1,306.25
G&G Trophy-Robert Gunderson		
7303	Name plates for Poster Contest winners	220.22
Total		220.22

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of June 2024**

Vendor/ Invoice	Description	Amount to Pay
Hashtag Pinpoint Corporation		
1852	May 2024 Social Media consultation and services	7,913.00
Total		7,913.00
Hazen and Sawyer, DPC		
7	April 2024 LCRR Service Line Inventory Project	182,891.24
Total		182,891.24
Lee Jacobi		
60324	April-June 2024 Retiree medical premium	524.10
Total		524.10
Jill Promotions		
12166	Promotional item - Colored pencils	742.32
12167	Promotional Item - Branded pen/highlighter	377.91
12174	Promotional item - Branded Ricky Raindrop water bottles	684.04
12175	Promotional item - Branded first aid kits	857.03
12178	Promotional item - Branded wood journals	1,140.89
12179	Promotional item - Branded sunglasses	684.56
12185	Promotional item - Branded hose nozzles	1,195.95
12186	Promotional item - Branded picnic blankets	4,393.62
12187	Promotional Item - Branded Watering Can Grow Kit	1,253.46
12188	Promotional item - Ricky Raindrop patches	1,660.18
12198	Promotional item - Silicone bracelets "I Pledge to Save Water"	483.94
Total		13,473.90
Lawnscape Systems Inc		
445455	May 2024 Landscape Maintenance for Atrium	495.00
Total		495.00
Natural Resource Results LLC		
4909	May 2024 Federal Advocacy Agreement services	8,000.00
Total		8,000.00
NDS		
833516	04/26/24 Board packet delivery service	106.97
834422	05/03/24 Board packet delivery service	134.72
834475	05/07/24 Board packet delivery service	134.72
834702	05/22/24 HR pick-up/drop-off of MWDOC property	87.54
834880	05/31/24 Board packet delivery service	134.72
Total		598.67
ODP Business Solutions LLC		
364278691001	05/01/24 Office supplies	232.75
367263124001	05/14/24 Office supplies	306.12
Total		538.87

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of June 2024**

Vendor/ Invoice	Description	Amount to Pay
Office Solutions		
I-02222618	05/10/24 Office supplies	22.90
I-02227083	05/30/24 Business card order	149.80
I-02228758	06/05/24 Office supplies	116.71
I-02228561	06/05/24 Office supplies	36.76
Total		326.17
Orange Coast Plumbing Inc		
459514	05/29/24 Drain line work	750.00
Total		750.00
Orange County Water District		
26406	April 2024 Postage, shared office & maintenance expense	8,792.85
Total		8,792.85
Pacific Environmental Co		
8985	Air monitoring & clearance during asbestos abatement	1,260.00
Total		1,260.00
Predict Success-Anne Sandberg		
52324	(3) Department team reports and individual behavior assessments	5,100.00
Total		5,100.00
SMS Datacenter-Groupo SMS USA LLC		
39881	May 2024 IT support and onboarding services	7,293.88
39976	June 2024 IT support services	4,590.00
Total		11,883.88
Soto Resources-Joey C Soto		
GA-MAY-89	May 2024 Grant Research and Acquisition	3,250.00
Total		3,250.00
Syrus Devers Advocacy LLC		
1047	May 2024 State Legislative Advocacy Services Agreement services	8,000.00
Total		8,000.00
Triangle Decon Services Inc		
2024-13	Breakroom Remodel Project - City of Fountain Valley permit fee reimbursement	1,707.02
2024-14	Breakroom Remodel & Trellis Removal	27,550.00
Total		29,257.02
Pauline D Wennerstrom		
63024	April-June 2024 Retiree medical premium	524.10
Total		524.10

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of June 2024**

Vendor/ Invoice	Description	Amount to Pay
Vox Civic Communications		
1667	Design service for OC Register Special two-page insert	11,250.00
Total		11,250.00
Whittingham Public Affairs Advisors-WPAA		
2457	June 2024 Strategic guidance services on local & regional issues	7,500.00
Total		7,500.00
Total Core Expenditures		328,447.93
 Choice Expenditures:		
Bryton Printing Inc		
17890	Water Use Efficiency Summer 2024 bill inserts for member agencies	4,477.54
Total		4,477.54
Building Block Entertainment Inc		
3761-3	May 2024 Choice Elementary School Program K-2	13,775.00
Total		13,775.00
Jill Promotions		
12194	05/30/24 Supplies for Water Loss Control Shared Services	534.19
Total		534.19
Mission RCD		
3426	May 2024 Field inspection and verification for Water Use Efficiency rebate programs	1,099.50
Total		1,099.50
Office Solutions		
I-02224954	05/20/24 Supplies for Water Loss Control Shared Services	56.93
Total		56.93
Orange County Dept of Education		
94T14885	April 2024 Choice School Programs for grades 3-12	34,919.08
Total		34,919.08
Orange County Water District		
26406	April 2024 Postage for Water Use Efficiency rebate programs	22.25
Total		22.25
Total Choice Expenditures		54,884.49

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of June 2024**

Vendor/ Invoice	Description	Amount to Pay
Other Funds Expenditures:		
ARC Document Solutions LLC		
12474401	05/10/24 Binding of training packets	21.99
Total		21.99
Carey Consulting Solutions		
117	WEROC Time and Materials contract for support on various Emergency Management projects and training	800.00
Total		800.00
CSU Fullerton ASC		
AR174171	FY 2023/24 Completion of Phase 1 of WEROC Water/Wastewater Atlas update with the Center for Demographic Research	4,000.00
Total		4,000.00
E Source Companies LLC		
12074	April 2024 Retail Agency Technical Assistance services	22,280.00
Total		22,280.00
Mission RCD		
3426	May 2024 Field inspection and verification for Water Use Efficiency rebate programs	3,813.24
Total		3,813.24
NV5 Geospatial		
389478	May 2024 Dedicated Irrigation Meter Measurement services (Anaheim)	6,974.91
389479	May 2024 Dedicated Irrigation Meter Measurement services (YLWD)	61,224.21
Total		68,199.12
The Plant Nerd		
8641	May 2024 Landscape Design and Landscape Maintenance Assistance Program	450.00
Total		450.00
Total Other Funds Expenditures		99,564.35
Total Expenditures		482,896.77

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Core Disbursements:				
Tiffany Baca				
5/31/2024	EFT	40524	April 2024 Business expense	75.00
Total				<u>75.00</u>
Joseph Berg				
5/31/2024	EFT	42524	April 2024 Business expense	327.34
Total				<u>327.34</u>
Hilary Chumpitazi				
5/31/2024	EFT	41724	April 2024 Business expense	75.00
Total				<u>75.00</u>
Corodata Records Management Inc				
5/31/2024	EFT	RS5015174	April 2024 Records Storage Fee	70.17
Total				<u>70.17</u>
Rachel Davis				
5/31/2024	EFT	42524	April 2024 Business expense	75.00
Total				<u>75.00</u>
Michelle DeCasas				
5/31/2024	EFT	42324	April 2024 Business expense	75.00
Total				<u>75.00</u>
Larry Dick				
5/31/2024	EFT	42524	April 2024 Business expense	168.84
Total				<u>168.84</u>
Tina Dubuque				
5/31/2024	EFT	30424	March 2024 Business expense	107.63
Total				<u>107.63</u>
Beth Fahl				
5/31/2024	EFT	40924	April 2024 Business expense	147.38
5/31/2024	EFT	42224	April 2024 Business expense	75.00
Total				<u>222.38</u>
Tina Jocelyn Fann				
5/31/2024	EFT	40224	April 2024 Business expense	75.00
5/31/2024	EFT	40424	April 2024 Business expense	37.92
Total				<u>112.92</u>
Sam Fetter				
5/31/2024	EFT	40424	April 2024 Business expense	34.30
Total				<u>34.30</u>
Pari Francisco				
5/31/2024	EFT	40124	April 2024 Business expense	75.00
Total				<u>75.00</u>

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Leah Frazier				
5/31/2024	EFT	42924	April 2024 Business expense	75.00
Total				<u>75.00</u>
Lina Gunawan				
5/31/2024	EFT	42624	April 2024 Business expense	75.00
Total				<u>75.00</u>
Christina Hernandez				
5/31/2024	EFT	42424	April 2024 Business expense	75.00
Total				<u>75.00</u>
Steven Hung				
5/31/2024	143280	40124	April 2024 Business expense	75.00
Total				<u>75.00</u>
Claire Johnson				
5/31/2024	EFT	42024	April 2024 Business expense	35.38
Total				<u>35.38</u>
Robert McVicker				
5/31/2024	EFT	42924	April 2024 Business expense	24.12
Total				<u>24.12</u>
Metropolitan Water District				
5/31/2024	143283	49564	FY 2022-23 Operation/Maintenance Cost - East Orange County Feeder No. 2	358,226.50
Total				<u>358,226.50</u>
Damon Micalizzi				
5/31/2024	EFT	40424	April 2024 Business expense	75.00
Total				<u>75.00</u>
Al Nederhood				
5/31/2024	EFT	43024	April 2024 Business expense	290.64
Total				<u>290.64</u>
Petty Cash				
5/15/2024	143243	JAN-APR24	01/01/24-04/11/24 Petty cash reimbursement	29.04
Total				<u>29.04</u>
Therese Plaganas				
5/31/2024	EFT	40224	April 2024 Business expense	75.00
Total				<u>75.00</u>
Karl Seckel				
5/31/2024	EFT	43024	April 2024 Business expense	110.24
Total				<u>110.24</u>

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Nathan Shepherd				
5/31/2024	EFT	40824	April 2024 Business expense	75.00
5/31/2024	EFT	42024	April 2024 Business expense	17.22
Total				92.22
Spectrum Business				
5/07/2024	143237	375210043024	May 2024 Telephone and internet expense	1,072.63
Total				1,072.63
Sarina Sriboonlue				
5/31/2024	EFT	42524	April 2024 Business expense	62.04
Total				62.04
US Bank				
5/31/2024	143289	2978/4192/8910-APR24	03/23/24-04/22/24 Cal Card Charges	15,555.80
Total				15,555.80
Verizon Wireless				
5/07/2024	143238	9962421260	April 2024 4G Mobile broadband unlimited service	114.03
Total				114.03
Katie Vincent				
5/31/2024	EFT	32824	March 2024 Business expense	28.40
5/31/2024	EFT	42024	April 2024 Business expense	50.59
Total				78.99
Rachel Waite				
5/31/2024	EFT	40424	April 2024 Business expense	37.79
Total				37.79
Sarah Wilson				
5/31/2024	EFT	40124	April 2024 Business expense	75.00
Total				75.00
Total Core Disbursements				377,673.00
 Choice Disbursements:				
US Bank Voyager Fleet Systems				
5/15/2024	EFT	8694349932417	03/25/24-04/24/24 Fuel for Water Loss Control Shared Services Vehicles	822.40
Total				822.40
City of Tustin				
5/31/2024	143288	52024	Refund on 05/07/24 invoice for Water Loss Control Technical Assistance	8,480.00
Total				8,480.00
Total Choice Disbursements				9,302.40

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Other Funds Disbursements:				
AT&T				
5/15/2024	143246	21617091	April 2024 Telephone expense for WEROC N. EOC	37.74
Total				37.74
Mesa Water District				
5/15/2024	EFT	11438	March 2024 Credit for Local Resources program	25,957.66
Total				25,957.66
Metropolitan Water District				
5/31/2024	EFT05312024	11447	March 2024 Water deliveries	8,985,298.66
Total				8,985,298.66
Santiago Aqueduct Commission				
5/31/2024	143286	32024	March 2024 SAC Pipeline Operation Surcharge	2,635.74
Total				2,635.74
Santa Margarita Water District				
5/31/2024	EFT	32024	March 2024 SCP Operation Surcharge	23,063.87
Total				23,063.87
Spray to Drip Rebate				
5/31/2024	143258	S2D5-R-LH-47133-18877	L. Gutierrez	567.50
5/31/2024	143261	S2D5-R-O-46102-18853	D. Imbachi	1,773.00
5/31/2024	143270	S2D7-C-IRWD-12274-23323	Tic-Spectrum Office	25,000.00
5/31/2024	143264	S2D7-R-HB-52946-22205	M. Kibby	592.50
5/31/2024	143251	S2D7-R-IRWD-51918-22191	R. Crane	420.00
5/31/2024	143256	S2D7-R-SM-52972-22213	F. Fernandez	443.00
5/31/2024	143249	S2D7-R-TC-54168-23297	X. Chang	820.00
Total				29,616.00
Turf Rebate				
5/31/2024	143262	TR15-R-O-46102-44736	D. Imbachi	10,368.00
5/31/2024	143273	TR15-R-O-47799-46379	H. Walsh	390.00
5/31/2024	143260	TR15-R-SM-48121-46682	N. Huda	4,737.00
5/31/2024	143267	TR16-C-SM-49845-48394	Mesa Vista North Hoa	17,424.00
5/31/2024	143271	TR16-R-IRWD-51623-50084	E. Turteltaub	660.00
5/31/2024	143255	TR16-R-TUST-51520-49981	H. Fane	4,374.00
5/31/2024	143266	TR17-C-HB-54156-52619	Kingston Machine Tool Mfg Inc	2,282.00
5/31/2024	143253	TR17-C-TC-4463-51471	Dove Canyon Golf Club	100,000.00
5/31/2024	143250	TR17-C-YLWD-51823-50299-PA	City Of Yorba Linda	18,708.00
5/31/2024	143248	TR17-R-HB-49436-50305	E. Basile	5,679.00
5/31/2024	143265	TR17-R-HB-52946-51431	M. Kibby	3,057.00
5/31/2024	143247	TR17-R-IRWD-51897-50383	M. Aniff	5,733.80
5/31/2024	143252	TR17-R-IRWD-51918-50404	R. Crane	1,380.00
5/31/2024	143259	TR17-R-MNT-51887-50375	M. Hill	1,172.00
5/31/2024	143263	TR17-R-MNT-51905-50393	G. Kaye	9,472.00
5/31/2024	143254	TR17-R-MNT-52997-52638	D. Dutton	2,348.00
5/31/2024	143268	TR17-R-NWPT-51673-50374	J. Nguyen	5,976.00
5/31/2024	143257	TR17-R-SM-52972-51458	F. Fernandez	867.00
5/31/2024	143272	TR17-R-WEST-53109-51566	M. Vella	2,298.00

**Municipal Water District of Orange County
Disbursement Ratification Report
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Turf Rebate (continued)				
5/31/2024	143269	TR17-R-YLWD-50984-51585	R. Oteyza	1,890.37
Total				198,816.17
US Bank				
5/31/2024	143289	6066-APR24	03/23/24-04/22/24 Cal Card Charges - WEROC	257.82
Total				257.82
Verizon Wireless				
5/07/2024	143238	9962421260	April 2024 4G Mobile broadband unlimited service	116.03
Total				116.03
Total Other Funds Disbursements				9,265,799.69
Total Disbursements				9,652,775.09



 Harvey De La Torre, General Manager



 Hilary Chumpitazi, Treasurer

Cal Card Charges
Statement Date: April 22, 2024
Payment Date: May 31, 2024

Date	Description	Amount
General Manager Card:		
3/22/2024	Meals for H. De La Torre's meeting	42.17
3/26/2024	Meals for H. De La Torre's meeting	49.97
3/28/2024	Food for Grant meeting on 04/05/24 with MET at MWDOC	242.37
3/28/2024	Budget Based Water Rates: Opportunities and Pitfalls Webinar on 04/25/24 for A. Nederhood	30.00
4/02/2024	Meals for M. Baum-Haley's meeting	54.67
4/15/2024	Mayor's Breakfast in Brea, CA on May 2, 2024 - Registration for A. Nederhood	47.00
4/17/2024	Meals for H. De La Torre's meeting	65.42
4/17/2024	State of the 5th District in Laguna Hills, CA, on 05/22/24 - Registration for L. Dick & R. Crane	200.00
4/17/2024	CalWEP Peer to Peer 2024 Conference in San Jose, CA on May 29-30, 2024 - Airfare for T. Fann & R. Waite	519.92
4/18/2024	Flowers for employee	100.01
4/19/2024	ACWA 2024 Spring Conference in Sacramento, CA May 7-9, 2024 - Airfare for A. Nederhood	387.96
4/19/2024	Flight change due to canceled ACWA meeting in Sacramento, CA on 05/10/24 - H. Baez	177.00
4/19/2024	ACWA 2024 Spring Conference in Sacramento, CA May 7-9, 2024 - Airfare H. De La Torre	387.96
4/19/2024	AWWA ACE 24 in Anaheim, CA, on June 10-13, 2024 Registration for S. Sriboonlue, R. Davis	1,900.00
4/20/2024	Meals for H. De La Torre's meeting	87.04
Total:		4,291.49
Public Affairs Card:		
3/30/2024	April 2024 Open AI monthly subscription, language processing tool	20.00
4/03/2024	April 2024 Monthly Public Storage Unit for Public Affairs	619.00
4/03/2024	Farewell lunch for PA Intern	163.47
4/03/2024	Dry cleaning for six MWDOC tablecloths	48.00
4/09/2024	OC Water Summit committee planning meeting	128.29
4/15/2024	Promotional Item - MWDOC Branded Stickers	1,138.07
Total:		2,116.83
WEROC Card:		
4/08/2024	Lunch for meeting with WEROC and City Emergency Managers regarding water distribution planning	98.88
4/15/2024	Perpetual license for Microsoft Office 2019 for Presentation laptop	23.00
4/15/2024	Four Microsoft office software licenses for WEROC EOC computers	135.94
Total:		257.82
Administration Card:		
3/22/2024	Purchase of 48 iHealth Covid test kits for MWDOC staff	412.39
3/23/2024	03/23/24-03/22/25 Annual subscription renewal for Survey Monkey	468.00
3/25/2024	02/25/24-03/24/24 Monthly web hosting and database charges	137.87
3/25/2024	Inadvertent charge refunded	(179.88)
3/25/2024	Eight port replacement switch for IT and service desk support	150.88
3/28/2024	March 2024 Telephone expense for one fax line and \$5 for other charges (Non-Autopay enrollment fee - disputed and to be credited in next billing period)	44.99

Cal Card Charges
Statement Date: April 22, 2024
Payment Date: May 31, 2024

Date	Description	Amount
Administration Card (Continued):		
3/28/2024	03/28/24 All Staff luncheon	1,169.21
3/28/2024	One additional wireless access point for wifi coverage in conference room 101	313.42
4/01/2024	Orange County Register E-edition annual renewal	247.00
4/01/2024	Government Finance Officers Association membership renewal for H. Chumpitazi	160.00
4/01/2024	Betterteam - Intern job posting	234.00
4/02/2024	Management staff lunch on 04/01/24	369.38
4/02/2024	Bluetooth headset for staff	42.40
4/02/2024	04/02/24-05/01/24 Zoom Video Communications fee with audio licenses	188.92
4/04/2024	USB-A hub for PA staff	21.51
4/04/2024	Samsung Galaxy Book 3 laptop for staff	1,355.47
4/05/2024	Simplicity Recruit - Public Affairs Intern job posting	110.00
4/09/2024	FedEx shipping charge on 04/01/24	12.39
4/10/2024	Water Loss Control Cooling/Safety Supplies	255.50
4/10/2024	Lunch for 04/11/24 Lunch & Learn meeting	504.19
4/11/2024	Lunch for Elected Officials Forum on 04/10/24	1,662.00
4/12/2024	March 2024 Wireless Internet Backup	45.00
4/14/2024	VISA gift cards for employee recognition	597.54
4/17/2024	Two Microsoft Office software licenses for WEROC EOC computers	83.96
4/18/2024	Windows Server 2022 Standard license for guest machine to run SMS probe	568.99
4/19/2024	FedEx shipping charge on 04/16/24	74.61
4/21/2024	Plastic sleeves to label IT equipment and audio cords for IT	39.04
4/21/2024	Two headphones for teleconferencing - For Admin and IT	58.70
Total:		9,147.48

**Municipal Water District of Orange County
GM Approved Disbursement Report (1)
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Core Disbursements:				
Aleshire & Wynder LLP				
5/31/2024	EFT	86311	April 2024 Legal Services	2,737.50
Total				2,737.50
Best Best and Krieger LLP				
5/31/2024	EFT	55401-APR24	April 2024 Legal Services	13,501.82
Total				13,501.82
Southern California News Group				
5/31/2024	EFT	588959	04/03/24-04/10/24 Director's compensation notice	2,701.40
Total				2,701.40
Coast to Coast Computer Products				
5/31/2024	143276	A2663475	Replacement toner cartridge for Public Affairs	190.32
5/31/2024	143276	A2665297	Replacement toner cartridge for Finance	81.57
Total				271.89
Fat Boys				
5/15/2024	EFT	51024	Deposit for lunch - Staff event on 06/19/24	603.71
Total				603.71
Friends of Shipley Nature Center				
5/31/2024	EFT	FSNC #1	Purchase of native plants to participate at the California Native Plant Sale on 02/24/24 for community education	868.92
Total				868.92
Hazen and Sawyer, DPC				
5/31/2024	EFT	6	March 2024 LCRR Service Line Inventory Project	129,076.02
Total				129,076.02
Independent Special Dist of OC				
5/31/2024	EFT	100	ISDOC Quarterly Luncheon in Fountain Valley, CA on 04/25/24 - Registration for L. Dick	30.00
Total				30.00
Jill Promotions				
5/31/2024	EFT	12161	Promotional item - Pencil pouches	1,482.54
Total				1,482.54
LA Design Studio-Tony Badalato				
5/31/2024	143281	5773	January-December 2024 Consulting services for MWDOC website, ADA widgets, and redesign	4,400.00
Total				4,400.00

**Municipal Water District of Orange County
GM Approved Disbursement Report (1)
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Office Solutions				
5/31/2024	EFT	I-02219508	05/01/24 Office supplies	36.76
Total				36.76
Project Energy Savers LLC				
5/31/2024	EFT	24-430	Promotional Item - Branded playing cards with water saving tips	2,694.38
Total				2,694.38
Ralph Andersen & Associates				
5/31/2024	EFT	INV-04777	April 2024 Compensation and Benefits Study	9,100.00
Total				9,100.00
Ricoh USA Inc				
5/31/2024	EFT	5069379676	02/01/24-04/30/24 Ricoh copier maintenance	1,591.31
Total				1,591.31
Soto Resources-Joey C Soto				
5/31/2024	143287	GA-APR-88	April 2024 Grant Research and Acquisition	3,250.00
Total				3,250.00
Triangle Decon Services Inc				
5/31/2024	EFT	2024-12	April 2024 Breakroom remodel & trellis removal	19,950.00
Total				19,950.00
Whittingham Public Affairs Advisors-WPAA				
5/31/2024	143291	2413	May 2024 Strategic guidance services on local & regional issues	7,500.00
Total				7,500.00
Total Core Disbursements				199,796.25
Choice Disbursements:				
Building Block Entertainment Inc				
5/31/2024	EFT	3663-6	April 2024 Choice Elementary School Program K-2	14,000.00
Total				14,000.00
GardenSoft Corp				
5/31/2024	143279	5921	Water wise gardening website upgrades and improvements to 100%	400.00
Total				400.00
Office Solutions				
5/31/2024	EFT	I-02219519	05/01/24 Supplies for Water Loss Control Shared Services	97.23
Total				97.23
Total Choice Disbursements				14,497.23

**Municipal Water District of Orange County
GM Approved Disbursement Report (1)
For the Month of May 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
Other Funds Disbursements:				
GardenSoft Corp				
5/31/2024	143279	5920	Five year website license fees (06/01/24-05/31/29) and ongoing website improvements and upgrades	25,000.00
Total				25,000.00
Total Other Funds Disbursements				25,000.00
Total Disbursements				239,293.48



Harvey De La Torre, General Manager



Hilary Chumpitazi, Treasurer

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



Municipal Water District of Orange County
Consolidated Summary of Cash and Investment
 April 30, 2024

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

Fund	Book Value	% of Portfolio
Restricted Reserves		
WEROC Operating Fund	\$ 502,900	3.49%
Pension 115 Trust	1,327,664	9.20%
Total Restricted Reserves	\$1,830,564	12.69%
Designated Reserves		
Operating Reserves	\$3,819,350	26.49%
Election Reserve	1,146,947	7.95%
OPEB Reserve	297,147	2.06%
Total Designated Reserves	\$5,263,444	36.50%
General Operations Fund	\$7,952,122	55.14%
Water Purchase Payments Fund	625,372	4.34%
Conservation Fund	(1,269,289)	(8.80%)
Trustee Activities - AMP	18,139	0.13%
Total Other Funds	\$7,326,344	50.81%
Total	\$14,420,352	100.00%

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	1.97%	\$ 283,141	\$ 283,141
Pension 115 Trust	9.21%	1,327,664	1,327,664
Short-term investment			
• LAIF	37.83%	5,455,152	5,455,152
• OCTP	29.50%	4,254,440	4,254,440
Long-term investment			
• US Government Issues	1.73%	249,955	231,360
• Corporate Bond	8.32%	1,200,000	1,122,501
• Certificates of Deposit	11.44%	1,650,000	1,613,675
Total	100.00%	\$14,420,352	\$14,287,933

The average number of days to maturity/call as of April 30, 2024, equaled 136 and the average yield to maturity is 3.865%. During the month of April 2024, the District's average daily balance was \$17,383,132.66. Funds were invested in US Bank, Pension 115 Trust, Negotiable Certificate of Deposits, Corporate Bonds, US Government Issues, Local Agency Investment Funds (LAIF) and Orange County Treasurer's Pool (OCTP).

The (\$132,419) difference between the book value and the market value on April 30, 2024, 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
 General Manager


 Hilary Chumpitazi
 Treasurer

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18700 Ward Street
Fountain Valley, California 92708

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

Jeffery M. Thomas
Vice President

Randall Crane, Ph.D.
Director

Larry D. Dick
Director

Al Nederhood
Director

Karl W. Seckel, P.E.
Director

Megan Yoo Schneider, P.E.
Director

Harvey F. De La Torre
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



MUNICIPAL WATER DISTRICT OF ORANGE COUNTY


Portfolio Management - Portfolio Summary

April 30, 2024

4/30/2024	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,650,000.00	1,613,674.50	1,650,000.00	12.88	927	3.126
Corporate Bond	1,200,000.00	1,122,501.50	1,200,000.00	9.37	166	1.518
US Government Issues	250,000.00	231,360.00	249,955.36	1.95	26	0.860
Local Agency Investment Funds	5,455,151.79	5,455,151.79	5,455,151.79	42.59	1	4.272
Orange County Treasurer's Pool	4,254,439.76	4,254,439.76	4,254,439.76	33.21	1	4.468
Total Investments	12,809,591.55	12,677,127.55	12,809,546.91	100.00	136	3.865
Cash						
Cash	283,140.73	283,140.73	283,140.73		1	0.00
Pension 115 Trust	1,327,664.29	1,327,664.29	1,327,664.29		1	0.00
Total Cash and Investments	14,420,396.57	14,287,932.57	14,420,351.93		136	3.865

Total Earnings	Month Ending April	Fiscal Year to Date
Current Year	55,366.61	672,705.96
Average Daily Balance	17,383,132.66	
Effective Rate of Return	3.865%	

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, General Manager

06/06/2024
 Date


 Hilary Chumbitazi, Treasurer

06/06/2024
 Date

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Long-Term Portfolio Details - Investments
April 30, 2024

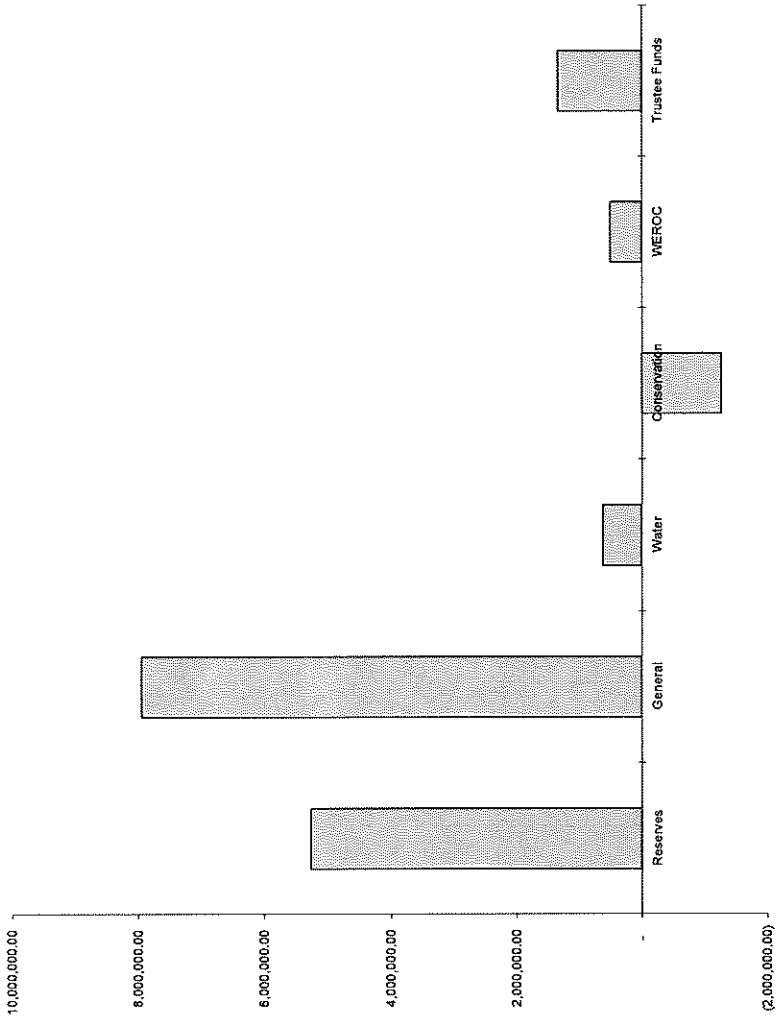
Issuer	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
Negotiable Certificate Of Deposit									
American Express Bank	02589ADE9	7/20/2022	200,000.00	191,696.00	200,000.00	3.350	3.350	1,176	7/20/2027
Capital One Bank	14042TQ9	8/7/2019	250,000.00	247,860.00	250,000.00	2.250	2.250	99	8/7/2024
Capital One NA	14042RMJ7	7/24/2019	250,000.00	248,130.00	250,000.00	2.200	2.200	85	7/24/2024
Discover Bank	2546736R2	7/26/2023	250,000.00	248,697.50	250,000.00	4.500	4.500	1,546	7/24/2028
Sallie Mae Bank	7954507A7	7/14/2021	200,000.00	183,706.00	200,000.00	1.000	1.000	805	7/14/2026
State Bank of India	8562852Q3	8/10/2023	250,000.00	252,062.50	250,000.00	4.550	4.550	1,563	8/10/2028
Toyota Financial SGS Bank	89235MPD7	9/27/2022	250,000.00	241,522.50	250,000.00	3.650	3.650	1,240	9/22/2027
Sub Total			1,650,000.00	1,613,674.50	1,650,000.00	3.126	3.126	927	
US Government Issues									
FHLB	3130ALGR9	3/1/2021	250,000.00	231,360.00	249,955.36	0.850	0.860	26	2/26/2026
Sub Total			250,000.00	231,360.00	249,955.36	0.850	0.860	26	
Corporate Bond									
Bank of America Corp	06048WK41	12/7/2020	250,000.00	232,522.50	250,000.00	0.850	0.800	574	11/25/2025
Citigroup Global Markets	17328WFZ6	9/16/2020	250,000.00	232,807.50	250,000.00	1.000	1.000	47	9/16/2025
JP Morgan Chase	48128GV56	8/18/2020	250,000.00	231,100.00	250,000.00	0.800	0.800	110	8/18/2025
Morgan Stanley Fin LLC	61766YKH3	6/29/2022	200,000.00	191,894.00	200,000.00	4.500	4.500	60	6/29/2027
Societe Generale	83369MD25	8/19/2020	250,000.00	234,177.50	250,000.00	1.150	1.088	19	8/19/2025
Sub Total			1,200,000.00	1,122,501.50	1,200,000.00	1.542	1.518	166	
Total Investments			3,100,000.00	2,967,536.00	3,099,955.36	2.329	2.321	560	
Total Earnings									
			Month Ending April	Fiscal Year To Date					
Current Year			5,902.49	59,755.83					

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Short-Term Portfolio Details - Cash and Investments
April 30, 2024

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	5,455,151.79	5,455,151.79	5,455,151.79	4.272	4.272	1	N/A
Sub Total			5,455,151.79	5,455,151.79	5,455,151.79	4.272	4.272	1	
Orange County Treasurer's Pool									
County of Orange LGIP	OCIP	6/29/2005	4,254,439.76	4,254,439.76	4,254,439.76	4.468	4.468	1	N/A
Sub Total			4,254,439.76	4,254,439.76	4,254,439.76	4.468	4.468	1	
Total Investments			9,709,591.55	9,709,591.55	9,709,591.55	4.358	4.358		
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	282,640.73	282,640.73	282,640.73	0.000	0.000	1	N/A
Pension 115 Trust	PENSION115TRUST	7/31/2018	1,327,564.29	1,327,564.29	1,327,564.29	0.000	0.000	1	N/A
Total Cash			1,610,805.02	1,610,805.02	1,610,805.02	0.000	0.000	1	
Total Cash and Investments			11,320,396.57	11,320,396.57	11,320,396.57	4.358	4.358	1	
Total Earnings									
Current Year			Month Ending April	Fiscal Year To Date					
			49,464.12	612,950.13					

**Municipal Water District of Orange County
Cash and Investments at April 30, 2024**

ALLOCATION	AMOUNT	%
MWDOC		
Restricted Reserves		
WEROC Operating Fund	\$ 502,900	3.49%
Pension 115 Trust	1,327,664	9.20%
Total Restricted Reserves	\$ 1,830,564	12.69%
Designated Reserves		
Operating Reserve	\$ 3,819,350	26.49%
Election Reserve	1,146,947	7.95%
OPEB Reserve	297,147	2.06%
Total Designated Reserves	\$ 5,263,444	36.50%
General Operations Fund	\$ 7,952,122	55.14%
Water Purchase Payments Fund	625,372	4.34%
Conservation Fund	(1,269,289)	-8.80%
Total Other Funds	\$ 7,308,205	50.68%
TOTAL MWDOC	\$ 14,402,213	99.87%
TRUSTEE ACTIVITIES		
AMP Sales Admin	\$ 18,139	0.13%
TOTAL TRUSTEE ACTIVITIES	\$ 18,139	0.13%
TOTAL CASH & INVESTMENTS	\$ 14,420,352	100.00%



**MUNICIPAL WATER DIST OF ORANGE COUNTY
PARS Post-Employment Benefits Trust**

**Account Report for the Period
4/1/2024 to 4/30/2024**

Hilary Chumpitazi
Accounting Manager
Municipal Water Dist of Orange County
18700 Ward Street
Fountain Valley, CA 92708

Account Summary

Source	Balance as of 4/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 4/30/2024
OPEB	\$2,831,013.87	\$0.00	-\$86,885.85	\$1,373.13	\$0.00	\$0.00	\$2,742,754.89
PENSION	\$1,978,134.55	\$0.00	-\$60,710.37	\$959.45	\$0.00	\$0.00	\$1,916,464.73
Totals	\$4,809,148.42	\$0.00	-\$147,596.22	\$2,332.58	\$0.00	\$0.00	\$4,659,219.62

Investment Selection

Source

OPEB	Moderate - Strategic Blend
PENSION	Moderate - Strategic Blend

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	-3.07%	0.89%	9.54%	0.72%	5.22%	5.49%	10/26/2011
PENSION	-3.07%	0.89%	9.59%	0.74%	5.22%	-	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, 2023 THRU APRIL 30, 2024

**Municipal Water District of Orange County
Combined Balance Sheet
As of April 30, 2024**

	<u>Amount</u>
<u>ASSETS</u>	
Cash in Bank	283,140.73
Investments	14,137,211.20
Accounts Receivable	18,737,000.56
Accounts Receivable - Other	606,325.60
Accrued Interest Receivable	97,799.68
Prepays/Deposits	766,633.00
Leasehold Improvements	7,011,190.45
Furniture, Fixtures & Equipment	913,949.69
Less: Accumulated Depreciation	<u>(4,140,583.38)</u>
TOTAL ASSETS	<u><u>38,412,667.53</u></u>
<u>LIABILITIES AND FUND BALANCES</u>	
<u>LIABILITIES</u>	
Accounts Payable	19,072,099.17
Accrued Salaries and Benefits Payable	762,265.74
Other Liabilities	310,431.38
Unearned Revenue	<u>1,156,633.93</u>
TOTAL LIABILITIES	<u><u>21,301,430.22</u></u>
<u>FUND BALANCES</u>	
<u>Restricted Fund Balances</u>	
WEROC Reserve	317,999.82
Pension 115 Trust	<u>1,120,664.29</u>
Total Restricted Fund Balances	<u><u>1,438,664.11</u></u>
<u>Unrestricted Fund Balances</u>	
<u>Designated Reserves</u>	
General Operations	3,819,350.00
Election Expense	1,146,947.00
OPEB	<u>297,147.00</u>
Total Designated Reserves	<u><u>5,263,444.00</u></u>
General Fund	7,284,339.52
General Fund Capital	<u>86,023.20</u>
Total Unrestricted Fund Balances	<u><u>12,633,806.72</u></u>
<u>Excess Revenue over Expenditure</u>	
Operating Fund	3,206,630.92
Other Funds	<u>(167,864.44)</u>
TOTAL FUND BALANCES	<u><u>17,111,237.31</u></u>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>38,412,667.53</u></u>

**Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
July 1, 2023 thru April 30, 2024**

	<u>Month to Date</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% Used</u>	<u>Encumbrance</u>	<u>Budget Remaining</u>
REVENUES						
Retail Connection Charge	0.00	9,206,255.25	9,206,255.00	100.00%	0.00	(0.25)
Ground Water Customer Charge	0.00	383,697.00	383,697.00	100.00%	0.00	0.00
Water Rate Revenues	0.00	9,589,952.25	9,589,952.00	100.00%	0.00	(0.25)
Interest Revenue	59,471.44	704,908.57	319,410.00	220.69%	0.00	(385,498.57)
Subtotal	59,471.44	10,294,860.82	9,909,362.00	103.89%	0.00	(385,498.82)
Choice Programs	68,038.00	1,555,038.58	1,591,032.00	97.74%	0.00	35,993.42
MWD Revenue - Shared Services	46,799.00	230,900.00	0.00	0.00%	0.00	(230,900.00)
Miscellaneous Income	225.60	10,934.41	3,000.00	364.48%	0.00	(7,934.41)
Revenue - Other	0.00	913.94	0.00	0.00%	0.00	(913.94)
School Contracts	11,513.84	87,903.08	435,950.00	20.16%	0.00	348,046.92
Delinquent Payment Penalty	0.00	16.90	0.00	0.00%	0.00	(16.90)
Transfer-In from Reserve	0.00	0.00	404,537.00	0.00%	0.00	404,537.00
Subtotal	126,576.44	1,885,706.91	2,434,519.00	77.46%	0.00	548,812.09
TOTAL REVENUES	186,047.88	12,180,567.73	12,343,881.00	98.68%	0.00	163,313.27

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
July 1, 2023 thru April 30, 2024

	<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	405,931.66	4,018,353.24	5,135,356.00	78.25%	0.00	1,117,002.76
Salaries & Wages - Grant Recovery	0.00	(29,569.48)	(30,000.00)	(98.56)%	0.00	(430.52)
Director's Compensation	22,265.24	215,776.37	275,041.00	78.45%	0.00	59,264.63
MWD Representation	12,442.34	119,184.52	117,875.00	101.11%	0.00	(1,309.52)
Employee Benefits	125,615.33	1,199,629.21	1,507,382.00	79.58%	0.00	307,752.79
Employee Benefits - Grant Recovery	0.00	(5,475.99)	0.00	0.00%	0.00	5,475.99
CalPers Unfunded Liability Contribution	0.00	500,000.00	207,000.00	241.55%	0.00	(293,000.00)
Director's Benefits	9,492.24	91,594.59	104,447.00	87.69%	0.00	12,852.41
Health Insurance for Retirees	3,623.41	60,244.32	84,847.00	71.00%	0.00	24,602.68
Training Expense	9,581.73	14,300.72	36,000.00	39.72%	29,485.00	(7,785.72)
Tuition Reimbursement	0.00	1,872.30	5,000.00	37.45%	0.00	3,127.70
Temporary Help Expense	0.00	10,503.24	5,000.00	210.06%	0.00	(5,503.24)
Personnel Expenses	588,951.95	6,196,413.04	7,447,948.00	83.20%	29,485.00	1,222,049.96
Engineering Expense	18,047.31	79,822.56	307,000.00	26.00%	32,136.75	195,040.69
Legal Expense	16,239.32	194,969.60	241,000.00	80.90%	44,942.40	1,088.00
Audit Expense	0.00	31,500.00	36,500.00	86.30%	0.00	5,000.00
Professional Services	150,205.59	1,118,419.60	1,798,425.00	62.19%	703,410.31	(23,404.91)
Professional Fees	184,492.22	1,424,711.76	2,382,925.00	59.79%	780,489.46	177,723.78
Conference - Staff	1,900.00	23,785.25	49,832.00	47.73%	0.00	26,046.75
Conference - Directors	291.09	10,206.21	23,065.00	44.25%	0.00	12,858.79
Travel & Accom. - Staff	1,416.29	39,511.67	102,200.00	38.66%	0.00	62,688.33
Travel & Accom. - Directors	387.96	15,500.01	42,400.00	36.56%	0.00	26,899.99
Travel & Conference	3,995.34	89,003.14	217,497.00	40.92%	0.00	128,493.86
Membership/Sponsorship	160.00	163,331.79	167,366.00	97.59%	0.00	4,034.21
CDR Support	15,608.28	62,433.12	62,433.00	100.00%	0.02	(0.14)
Dues & Memberships	15,768.28	225,764.91	229,799.00	98.24%	0.02	4,034.07
Business Expense	278.18	2,973.39	2,000.00	148.67%	0.00	(973.39)
Office Maintenance	9,252.26	115,883.68	175,860.00	65.90%	46,517.35	13,458.97
Building Repair & Maintenance	277.05	22,032.48	25,200.00	87.43%	10,059.95	(6,892.43)
Storage Rental & Equipment Lease	70.17	737.52	1,800.00	40.97%	62.48	1,000.00
Office Supplies	1,043.05	16,267.27	27,000.00	60.25%	1,345.82	9,386.91
Supplies - Water Loss Control	1,014.44	4,131.79	4,000.00	103.29%	0.00	(131.79)
Postage/Mail Delivery	438.23	5,856.41	11,675.00	50.16%	603.53	5,215.06
Subscriptions & Books	715.00	1,638.90	1,000.00	163.89%	0.00	(638.90)
Reproduction Expense	7,104.30	33,574.03	93,000.00	36.10%	667.90	58,758.07
Maintenance - Computers	999.69	7,894.72	5,000.00	157.89%	0.00	(2,894.72)
Software Purchase	5,774.52	74,808.55	106,498.00	70.24%	1,035.59	30,653.86
Software Support	0.00	37,277.62	50,185.00	74.28%	0.00	12,907.38
Computers and Equipment	1,668.89	24,002.43	43,000.00	55.82%	0.00	18,997.57
Maintenance Expense	0.00	0.00	6,000.00	0.00%	0.00	6,000.00
Automotive Expense	822.32	10,012.85	9,400.00	106.52%	0.00	(612.85)
Vehicle Expense	822.40	10,208.95	12,000.00	85.07%	0.00	1,791.05
Toll Road Charges	8.40	304.33	975.00	31.21%	0.00	670.67
Insurance Expense	15,960.78	160,320.77	182,976.00	87.62%	0.00	22,655.23
Utilities - Telephone	3,185.38	33,977.28	46,438.00	73.17%	1,026.27	11,434.45
Bank Fees	0.00	0.00	2,600.00	0.00%	0.00	2,600.00
Miscellaneous Expense	5,085.21	87,078.75	154,200.00	56.47%	3,125.00	63,996.25
MWDOC's Contrb. to WEROC	24,442.25	244,422.50	293,307.00	83.33%	0.00	48,884.50
Depreciation Expense	9,278.00	92,780.75	0.00	0.00%	0.00	(92,780.75)
Other Expenses	88,240.52	986,184.97	1,254,114.00	78.64%	64,443.89	203,485.14
Election Expense	0.00	0.00	563,020.00	0.00%	0.00	563,020.00
Capital Aquisition	49.10	7,159.66	25,892.00	27.65%	0.00	18,732.34
Building Expense	19,950.00	44,699.33	222,686.00	20.07%	157,318.53	20,668.14
TOTAL EXPENSES	901,447.41	8,973,936.81	12,343,881.00	72.70%	1,031,736.90	2,338,207.29
NET INCOME (LOSS)	(715,399.53)	3,206,630.92	0.00	0.00%	(1,031,736.90)	(2,174,894.02)

**Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Fund
July 1, 2023 thru April 30, 2024**

	<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	7,496,229.10	88,038,918.30	181,024,108.00	48.63%	92,985,189.70
Readiness to Serve Charge	1,285,975.00	11,998,318.95	13,768,707.00	87.14%	1,770,388.05
Capacity Charge CCF	313,880.00	3,017,240.00	4,816,710.00	62.64%	1,799,470.00
SCP/SAC Pipeline Surcharge	22,046.43	267,498.53	358,000.00	74.72%	90,501.47
TOTAL WATER REVENUES	9,118,130.53	103,321,975.78	199,967,525.00	51.67%	96,645,549.22
<u>WATER PURCHASES</u>					
Water Sales	7,496,229.10	88,038,918.30	181,024,108.00	48.63%	92,985,189.70
Readiness to Serve Charge	1,285,975.00	11,998,318.95	13,768,707.00	87.14%	1,770,388.05
Capacity Charge CCF	313,880.00	3,017,240.00	4,816,710.00	62.64%	1,799,470.00
SCP/SAC Pipeline Surcharge	22,046.43	267,498.53	358,000.00	74.72%	90,501.47
TOTAL WATER PURCHASES	9,118,130.53	103,321,975.78	199,967,525.00	51.67%	96,645,549.22
EXCESS OF REVENUE OVER EXPENDITURE	0.00	0.00	0.00	0.00%	0.00

**Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Use Efficiency
July 1, 2023 thru April 30, 2024**

	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
Spray To Drip Conversion(3423)			
Revenues	596,215.86	613,600.00	97.17%
Expenses	665,737.87	613,600.00	108.50%
Excess of Revenues over Expenditures	(69,522.01)	0.00	
Member Agency Administered Pass-Thru(3425)			
Revenues	45,300.00	338,000.00	13.40%
Expenses	20,300.00	338,000.00	6.01%
Excess of Revenues over Expenditures	25,000.00	0.00	
ULFT Rebate Program(3410)			
Revenues	740.00	1,000.00	74.00%
Expenses	740.00	1,000.00	74.00%
Excess of Revenues over Expenditures	0.00	0.00	
HECW Rebate Program(3411)			
Revenues	44,237.73	40,000.00	110.59%
Expenses	42,365.00	40,000.00	105.91%
Excess of Revenues over Expenditures	1,872.73	0.00	
CII Rebate Program(3416)			
Revenues	0.00	1,000.00	0.00%
Expenses	0.00	1,000.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
Turf Removal Program(3418)			
Revenues	4,521,535.70	11,298,000.00	40.02%
Expenses	4,593,926.51	11,298,000.00	40.66%
Excess of Revenues over Expenditures	(72,390.81)	0.00	
Comprehensive Landscape (CLWUE)(3427)			
Revenues	178,054.58	152,400.00	116.83%
Expenses	181,547.05	152,400.00	119.13%
Excess of Revenues over Expenditures	(3,492.47)	0.00	
Recycled Water Program(3433)			
Revenues	23,608.00	50,000.00	47.22%
Expenses	23,608.00	50,000.00	47.22%
Excess of Revenues over Expenditures	0.00	0.00	
WSIP - Industrial Program(3432)			
Revenues	0.00	53,720.00	0.00%
Expenses	0.00	53,720.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
Land Design Program(3431)			
Revenues	101,715.00	300,000.00	33.91%
Expenses	101,715.00	300,000.00	33.91%
Excess of Revenues over Expenditures	0.00	0.00	
Pressure Regulation Program(3435)			
Revenues	26,717.61	15,000.00	178.12%
Expenses	26,717.61	15,000.00	178.12%
Excess of Revenues over Expenditures	0.00	0.00	
Dedicated Irrigation Meters Measurement Project (DIMM)(3439)			
Revenues	122,329.69	743,000.00	16.46%
Expenses	345,903.87	743,000.00	46.56%
Excess of Revenues over Expenditures	(223,574.18)	0.00	

**Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Use Efficiency
July 1, 2023 thru April 30, 2024**

	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
Total WUE Projects			
Revenues	5,660,454.17	13,605,720.00	41.60%
Expenses	6,002,560.91	13,605,720.00	44.12%
Excess of Revenues over Expenditures	(342,106.74)	0.00	
WEROC			
Revenues	553,886.56	586,614.00	94.42%
Expenses	405,078.82	586,614.00	69.05%
Excess of Revenues over Expenditures	148,807.74	0.00	



ACTION ITEM

June 19, 2024

TO: Board of Directors

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

Harvey De La Torre, General Manager

Staff Contact: Cathy Harris

**SUBJECT: APPROVE REVISIONS TO THE GENERAL MANAGER’S
PERFORMANCE EVALUATION POLICY AND THE ADMINISTRATIVE
CODE SECTION 1307**

STAFF RECOMMENDATION

It is recommended that the Board of Directors: Approve revisions to the General Manager’s Performance Evaluation Policy and the District’s Administrative Code, Section 1307.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

SUMMARY

The Board President reviewed the General Manager’s Performance Evaluation Process and, as a result, a new Performance Evaluation Form was created. In addition, the General Manager’s Performance Evaluation Policy and the District’s Administrative Code were reviewed. The General Manager’s Performance Evaluation Policy outlines the details of the performance evaluation process, and the Administrative Code references the General Manager’s Performance Evaluation Policy. Revisions were made to each of the documents as noted in the attached redlines, so that the language is consistent with the process.

Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Budgeted amount: NA	Core: <input type="checkbox"/>	Choice: <input type="checkbox"/>
Action item amount: NA		Movement between funds: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

ALIGNMENT WITH BOARD STRATEGIC PRIORITIES

- Clarifying MWDOC’s mission and role; defining functions and actions.
- Balance support for Metropolitan’s regional mission and Orange County values and interests.
- Strengthen communications and coordination of messaging.
- Work with member agencies to develop water supply and demand objectives.
- Solicit input and feedback from member agencies.
- Invest in workforce development and succession planning.

Additional Comments:

BOARD OPTIONS

Option #1: Approve the revisions to the General Manager’s Performance Evaluation Policy and the District’s Administrative Code, Section 1307.
Fiscal Impact: NA

Option #2: Do not approve the revisions, thereby leaving the General Manager’s Performance Evaluation Policy inconsistent with the process.
Fiscal Impact: NA

List of Attachments/Links:
<i>Attachment 1: General Manager’s Performance Evaluation Policy</i>
<i>Attachment 2: District Administrative Code, Section 1307</i>



General Manager's Board Performance Evaluation Policy:
Evaluation of General Manager

Updated

January 15, 2020 June 19, 2024

General Manager Performance Evaluation Appraisal Policy

Page | 1

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1.0 **What is the purpose of the General Manager's Performance ~~Evaluation~~ Appraisal Plan?**

1.1 There are a number of desired outcomes that can be achieved through the General Manager's Performance ~~Evaluation~~ Appraisal Plan, including the ability to:

- ~~Organize and establish Board priorities and link~~ General Manager's goals with the strategic planning, working planning, and budgeting processes.
- ~~Provide open and meaningful feedback regarding General Manager performance and expectations, and fine tune~~ Set-specific and objective goals for measures in cooperation with the General Manager going forward. ~~and provide open and meaningful feedback regarding performance expectations.~~
- ~~Evaluate the General Manager in the context of~~ Reference to the duties outlined in the General Manager's Job Description and determine if any adjustments to such are necessary.

2.0 **GM Performance Appraisal Process**

- 2.1 The ~~General Manager Evaluation Performance appraisal~~ will cover the prior fiscal year period of July 1st to June 30th.
- 2.2 Board President or designee discusses the proposed evaluation process with the Board no later than during the month of June with the process completed in the month of July.
~~2.2.1 At the Board's discretion, the standard GM Evaluation Form may be used.~~
- 2.3 The performance appraisal is completed in July.
- 2.4 At the Board's discretion, a Mid-Year update may be conducted in January of each year.
- 2.5 At the Board's discretion, a quarterly ~~progress~~ meeting (October, January, April, July) may be held with the GM and the Board to discuss progress on goals.
- 2.6 Based on the GM's overall performance and budget, the Board will determine General Manager's compensation increase. The Board may also take into consideration survey data of comparable GM salaries.
- 2.7 Upon completion of the Performance ~~Evaluation Form Appraisal~~ by the Board, a closed session will be held with the Board and the General Manager to conduct the Evaluation~~discuss the Performance Review.~~

2.8 Based on the outcome of the Performance [Evaluation Appraisal](#), documentation will be finalized and executed and copies will be provided to the General Manager and placed in the [General Manager's M's p](#) Personnel file accordingly.

3.0 SETTING OF FUTURE GOALS AND OBJECTIVES FOR NEXT PERFORMANCE APPRAISAL PERIOD:

3.1 During the Performance [Evaluation Appraisal](#) process the Board and the General Manager will develop goals and objectives [for the General Manager](#) for the next review period.

§1307 GENERAL MANAGER

a. Powers and Duties of the General Manager

The Board employs a General Manager to carry out its policies, manage MWDOC operations and provide day-to-day supervision of MWDOC employees and control of MWDOC expenditures, and the Board has determined that clear delineation of the General Manager's authority is essential to effective MWDOC management. The General Manager may appoint a designee to act on his behalf in cases of his temporary absence.

Specifically, the Board delegates to the General Manager or his designee the authority to:

- 1) make and carry out management decisions in conformity with Board-established MWDOC policies;
- 2) employ, terminate, assign duties to, and direct the day-to-day activities of all MWDOC employees consistent with California law and the policies and procedures set forth in the MWDOC Personnel Manual. The Board retains authority to employ, terminate, and assign duties to the General Manager, Secretary, Treasurer, and Legal Counsel. The Board retains authority to establish salary ranges for all employees, and to authorize employee travel on MWDOC business outside the State of California;
- 3) establish MWDOC employee job classifications and descriptions, subject to periodic review of overall personnel utilization by Board. The Board retains authority to control overall staffing levels by setting number of authorized positions;
- 4) direct activities of contractors performing services for MWDOC including the authority to retain, define the scope of efforts of, and dismiss consultants;
- 5) manage MWDOC financial operations, oversee the investment of MWDOC funds and assure MWDOC funds are expended in conformity with Board-approved budgets and applicable laws. Annual budget shall be proposed in form and at level of detail as determined by Board. Upon Board approval of budget, General Manager shall have authority to commit budgeted funds for purposes and up to limits authorized for each budget category. When not authorized by the budget, the General Manager shall seek specific authorization from the Board to expend budgeted sums in excess of \$25,000 for any contract or purchases except as otherwise authorized in Exhibit A (Section 8000); General Manager shall review budget status quarterly with Board, and shall propose corrective action if revenues or expenditures vary materially from budget. The General Manager shall have the authority to move budgeted funds within and between cost centers, however the General Manager must notify the Board when moving funds between cost centers. Board approval is required to move funds from Choice to Core budget items, between Choice programs, and to re-allocate grant funding.

Unless the movement of Choice funds is deemed to be an emergency, Member Agencies shall be notified and have the opportunity to comment on the proposed action at both a MWDOC Committee and Board meeting.

- 6) expend non-budgeted funds to meet an emergency which adversely affects, directly or potentially, ability of MWDOC to perform its services; which puts MWDOC property or personnel in jeopardy; or which may jeopardize health or property of the community or its residents. General Manager shall determine that an emergency exists and shall inform Board of the emergency, at the earliest opportunity, the steps taken and expenditures incurred to meet it;
- 7) propose and carry out, upon Board approval, MWDOC management objectives and plans;
- 8) Board retains to itself, sole authority to accept and convey, on behalf of MWDOC, real property or real property rights, and water and capacity rights.

b. Rights and Benefits of General Manager

Unless otherwise set forth in this Administrative Code, the employment rights and benefits for the General Manager are limited to those enumerated in the General Manager's written employment contract with MWDOC. No employment rights or benefits for the General Manager are contained in the MWDOC Personnel Manual.

c. Compensation of General Manager

The salary of the General Manager shall be fixed at a flat rate set by the Board of Directors upon recommendation by the Executive Committee. ~~Merit increases will be instituted in accordance with the approved Pay Increase Guidelines included in the Board Performance Evaluation Policy.~~

d. General Manager's Evaluation Process

The General Manager's evaluation process shall be in accordance with the Board Performance Evaluation Policy, as follows:

- ~~At the Board's discretion, On~~ a quarterly meeting may be held at which time ~~the General Manager may be expected to~~ report on progress in attaining goals;
- The performance appraisal will cover the prior fiscal year period of July 1 to June 30;
- The performance appraisal is completed in July;
- ~~At the Board's discretion, a~~ mid-year update may be conducted in January of each year;
- The Board shall conduct the appraisal interview with the General Manager in closed session.

Specific details on the evaluation process is included in the Board Performance Evaluation Policy regarding Evaluation of the General Manager and can be obtained from the District Secretary and Human Resources.

R1201- 8/24/83; Motion - 4/21/93; Motion – 11/25/96; Motion 5/18/05; Motion 4/18/12; M-6/17/15; M-01/15/20; M-052020



INFORMATION ITEM

June 12, 2024

TO: Administration & Finance Committee
(Directors Crane, Thomas, Nederhood)

FROM: Harvey De La Torre, General Manager

Staff Contact: Damon Micalizzi

SUBJECT: Ricky Raindrop'sSM 50th Birthday

STAFF RECOMMENDATION

It is recommended that the Board of Directors: Receive and File the report.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

SUMMARY

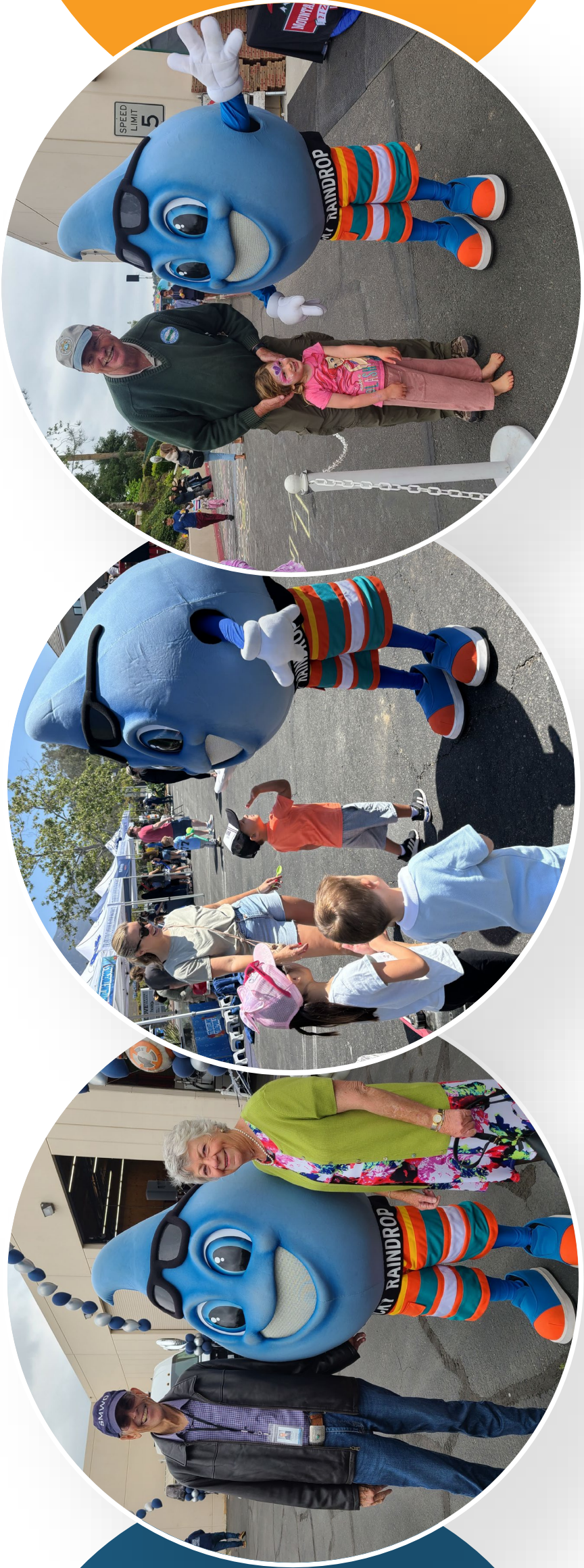
In September 2024, MWDOC's mascot, Ricky RaindropSM, will celebrate his 50th birthday, a significant milestone. The Public Affairs Department plans to use this occasion as a backdrop for the 24/25 Water Awareness Campaign. During a presentation to the committee, staff will give an overview of Ricky's evolution over the years and outline the highlights for this year's campaign.

Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Budgeted amount: 30,000	Core: <input checked="" type="checkbox"/>	Choice: <input type="checkbox"/>
Action item amount:	Movement between funds: <input type="checkbox"/> Yes <input type="checkbox"/> No		

ALIGNMENT WITH BOARD STRATEGIC PRIORITIES

- | | |
|--|---|
| <input checked="" type="checkbox"/> Clarifying MWDOC's mission and role; defining functions and actions. | <input type="checkbox"/> Work with member agencies to develop water supply and demand objectives. |
| <input type="checkbox"/> Balance support for Metropolitan's regional mission and Orange County values and interests. | <input checked="" type="checkbox"/> Solicit input and feedback from member agencies. |
| <input checked="" type="checkbox"/> Strengthen communications and coordination of messaging. | <input type="checkbox"/> Invest in workforce development and succession planning. |

Celebrating 50 years of Ricky RaindropSM



Ricky for ALL Ages

History & Evolution

**3.5 Million
K-16 Students
Since 1974**



**255 Comm-
Events
32 Thousand
Residents
Since 2005**



**Who will he
reach next?**



1974



**10K Poster
Contest
Entries
Since 1988**

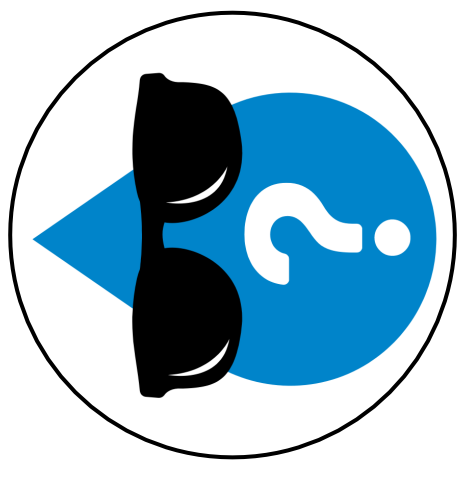
70s & 80s



90s & 00s

**1,256
Reached
on Social
Media
Since 2010**

2016



2024

Campaign Rollout – 2024/2025



Campaign Launch

- Celebration Event at Shipley Nature Center, TBD
 - Local Elected Officials, Metropolitan, K-16 Educators, OC Family of Water Providers
 - Ricky reveal, photo opportunities, cake, & more!
- Social Media: Video Campaign, Mascot Videos

Costume Upgrade

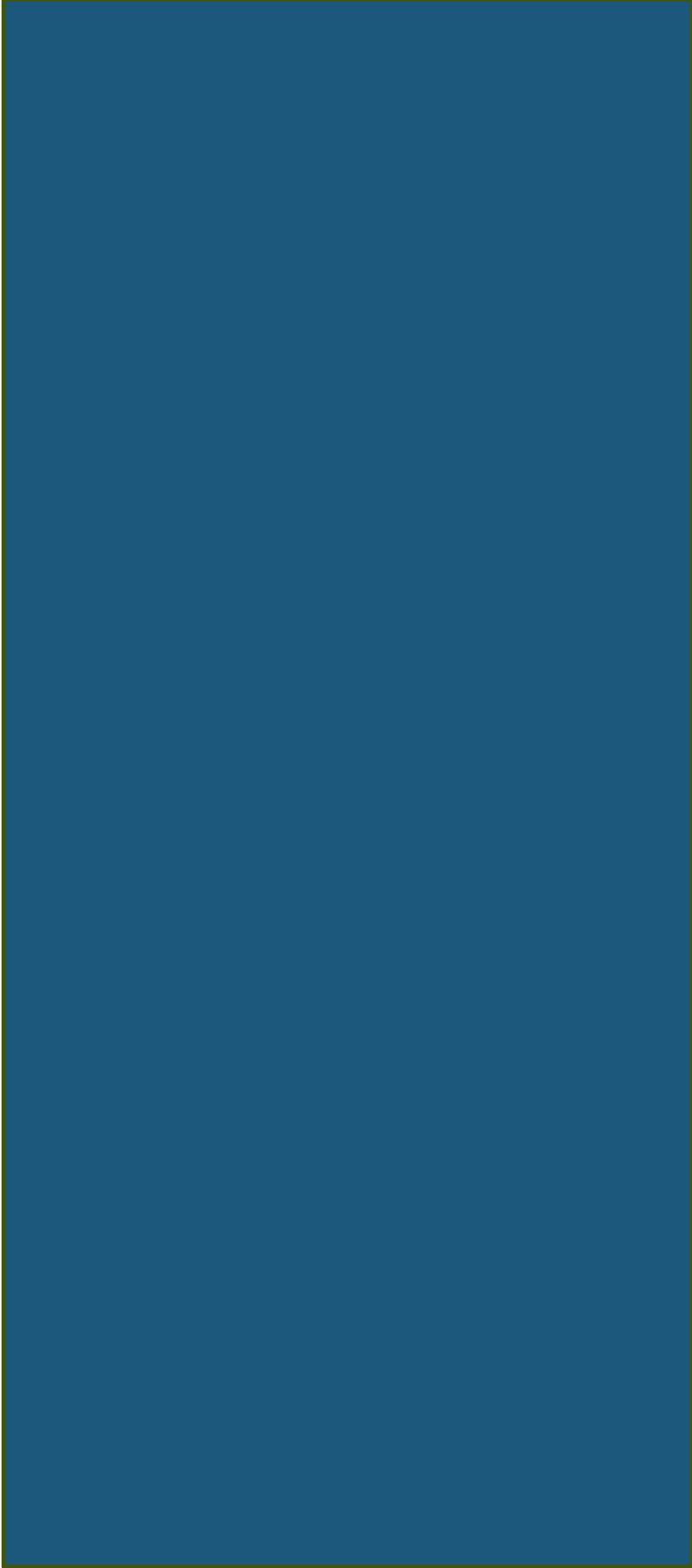
- 50 never looked so good!
- Costume redesign & benefits

Marketing & Promotion

- A selection of promotional items & branded bug
- Using Ricky’s “celebrity” as a spokesperson for MWDOC water education for all ages



Teaser Videos



Rollout Order

- Teaser videos launch on social media in June/July
- Refreshed mascot introduced to the board at the August Board meeting. Photo op!
- New videos with the refreshed mascot – August/September
- Birthday celebration in September at Shipley Nature Center with local elected officials, educators, water providers, and more!
- Program/Activity Video Lineup September through Spring 2025
 - School Program
 - Poster Contest
 - Scouts
 - Community Events
 - Water-Saving Programs & Incentives
 - Master Gardeners Tips



Item 5

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

Fiscal Year 2023-24

***Sole Source Procurement Justification
for Projects under \$25,000****



A. Supplier Information/Name of Company and Prime Contact at the Supplier and at MWDOC: Carey Consulting Solutions, Dana Carey-Owner.

B. Contract awards to Supplier over prior 36-months: N/A

C. Product(s) or Service(s) to be provided and Deliverables:

Duties and Responsibilities (Essential Functions):

Assist with Program Administration:

- Collaborate with other MWDOC Departments and staff as needed. Supervise and direct the work of the Interim WEROC Specialist, Program Assistant and/or Program Coordinator.
- Contribute to Management Team meeting, workshops and functions.
- Provide guidance to the Interim WEROC Specialist (Coordinator/Assistant) in the maintenance of Emergency Operations Centers and including but not limited to maintaining plans, resource lists, equipment & overall operational status.
- Oversee the evaluation of EOC communication technology and procedures to ensure reliable communications with all responding agencies. This may include providing input and/or assisting with the development of GIS solutions for WEROC.
- Maintain and update the WEROC Operations Plan and all supporting response plans to be in compliance with local, state, and federal requirements to accomplish program goals.
- Develop, coordinate and present emergency preparedness and response training and EOC exercises for EOC staff, in accordance with state and federal regulations and best management practices.
- Assist with providing Member Agencies with training, exercise development, the development and revision of emergency response plans and policies, and other preparedness efforts as requested.
- Analyze and provide input regarding development of proposed regulations for emergency preparedness and their impact on WEROC's member agencies.

* Projects over \$25,000 must go to a Committee of the Board.

** Possible justifications include but are not limited to: Only qualified bidder; Proprietary item; Urgent necessity; Bid process did not produce competitors; Governmental agency, association or Utility; Prior phase of professional services contract completed successfully by same Consultant; and Special technical expertise by Consultant for tasks desired.

Disaster Response:

- Assist the Director of Emergency Management in providing guidance to the Interim WEROC Specialist (Coordinator/Assistant) supporting Member Agencies with the response and recovery process as the water sector liaison during an emergency by responding to pre-identified locations unless prior arrangements have been made.

D. Justification Definition:

Providing technical expertise in the development and implementation of emergency response programs, policy, plans, and training activities as it pertains to water emergency management.

E. Narrative Explanation:

Contractor shall use its specialized knowledge, skill, and ability to provide emergency management related to planning, design coordination and training as required to support the Water Emergency Response Organization of Orange County (WEROC) program. Services may include the following and additional areas of expertise may be identified and added to the scope of work as agreed to by the parties. The main focus of this scope of work is to support the Director of Emergency Services in the absence of a hired, and fully trained WEROC Specialist.

F. Budget Line Item Reference & Amount: Non Budgeted using WEROC Operating Reserves for a contract amount up to but not to exceed \$22,500.00.

G. Core or Choice designation: Core

H. Signature/Approvals:

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Requestor	Date
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DocuSigned by:

 5/29/2024 | 1:54 PM PDT
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General Manager	Date
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* Projects over \$25,000 must go to a Committee of the Board.
 ** Possible justifications include but are not limited to: Only qualified bidder; Proprietary item; Urgent necessity; Bid process did not produce competitors; Governmental agency, association or Utility; Prior phase of professional services contract completed successfully by same Consultant; and Special technical expertise by Consultant for tasks desired.



Administration Activities Report

May 1, 2024 – June 5, 2024

Activity	Summary
Administration/ Board	<p>Administration team worked on the following:</p> <ul style="list-style-type: none"> • Scheduled meetings for Harvey De La Torre and Board members (including Special meetings and Ad Hoc meetings). • Assisted Harvey with various write-ups and follow-up for the Committees and Board. • Conducted research regarding historical records. • Continue to send Water Supply Reports to the member agencies. • Processed and reviewed agreements for appropriate Board approval and insurance requirements as well as execution, following approval. • Responded to three Public Records Act requests. • Made various updates/changes to the website including financial items, Form 700s, financial forms etc. • Prepared and filed Resolutions. • Reviewed budget line items with accounting re Sponsorships. • Prepared draft Compensation Ordinance. • Researched alternatives for Ethics and Harassment Prevention Training. • Worked with staff on District’s member agency telephone directory. • Began research on Biennial Conflict of Interest Code review. • Worked with Registrar of Voters regarding Election Transmittal information. • Submitted OC LAFCO ballot. • Conferred with Legal Counsel re closed session items. • Registered Staff and Directors for various conferences, training, made travel accommodations, processed business expenses, and updated the travel budget spreadsheet. • Assisted Engineering with sending Amendment #1 and Notice to Proceeds for the LCRR and updating spreadsheets. • Prepared agreements, solicited signatures, and requested insurance documents for Engineering and Governmental Affairs. • Hosted the ISDOC Executive Meeting. • Hosted WACO Meeting. • Solicited availability and scheduled in-person and Zoom meetings for the Engineering Department, and staff. Hosted Zoom meetings for Engineering.
Records Management	<ul style="list-style-type: none"> • Staff coordinated a meeting with Accounting and ECS for a detailed demonstration of Laserfiche’s capabilities for invoicing and other tasks. Research is ongoing.



	<ul style="list-style-type: none"> Continued to review incoming mail and log necessary documents into the Laserfiche system. Staff continues to review documents and update information in Laserfiche.
<p>Health and Welfare Benefits</p>	<ul style="list-style-type: none"> No new information to present this month.
<p>Recruitment / Departures</p>	<ul style="list-style-type: none"> Recruitment efforts for a WEROC Emergency Specialist are in the final stages. A candidate has been selected and is now in the background phase of recruitment. Recruitment for a Public Affairs Intern was placed on hold due to low number of applications. Recruitment efforts will be engaged again in a couple of weeks. Recruitment efforts are also under way for Public Affairs Coordinator I/II with interviews being scheduled in the coming 2 weeks. Recruitment efforts for the part-time Accounting Technician are also in progress. Claire Johnson, Public Affairs Coordinator I, departed the District on June 4th.
<p>Projects/ Activities</p>	<p>Administration Team worked on the following:</p> <ul style="list-style-type: none"> HR is preparing and coordinating with Department Heads and Staff for Year-End Performance Reviews. HR is preparing RFQ for Financial Advisor Services. Held an All-Staff Meeting on May 23. HR Coordinated with Paul Jones on Executive Management Kick-Off Meeting for Needs Assessment and developing questions for interviews with Senior Management. Following approval of the Classification and Compensation Study, all job descriptions are being finalized and updated to the Neogov recruitment platform along with the 7/1/24 salary schedule. HR is coordinating office kitchen remodel activities. HR is coordinating two First Aide CPR training classes to be held on July 23 and July 30th. Coordinating the June 19th Summer Kick-Off Event. Assisted with WACO on Meetings via Zoom, PowerPoint presentations, preparing for hybrid meetings, various correspondence, note taking and coordinating with WACO president and speakers and updating WACO information to website. Attended Board Meetings and Committee Meetings, as well as preparation for these meetings, including packet preparation, meeting setup/take-down, Zoom coordination, etc. Assisted Finance Department with filing, processing of invoices, purchase requisitions, business expense reports and credit card reconciliations.



	<ul style="list-style-type: none">• HR continues working with Anne Sandberg of Predict Success in coordinating behavioral assessments. The Executive Team met on June 3rd, with the Consultant to provide an overview of the Executive Team's results. The Administration Team, WUE and Engineering completed their assessments and met with the consultant to review the team's results. This is consistent with MWD OC Board Strategic Priorities, Staff Development.• Continue to update District Contacts lists in Outlook.• HR is coordinating GM Performance Evaluation Process with Board President and Legal Counsel.• HR is preparing revisions to the Administrative Code and GM Performance Evaluation Policy for Board approval.• HR is coordinating with GM on revisions to Performance Evaluation Forms for Senior Management and staff to be implemented in the upcoming 24/25 year.• HR compiled a survey for Finance/IT regarding District office equipment use and hybrid work.• HR held a meeting with GM regarding 24/25 goals.• HR staff continues evaluating information to schedule and host a Supervisory training course for in-house staff as well as member agencies.• The next Lunch and Learn meeting is scheduled for June 13 with GM De La Torre presenting on <i>History of MWD OC and Where Our Water Comes From</i>. This is consistent with MWD OC Board Strategic Priorities, Staff Development.• HR is coordinating with Finance on submission and reconciliation of Wellness Grant claims for the current fiscal year and submitting a new application to ACWA/JPIA for FY 2024/25.
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INFORMATION ITEM

June 12, 2024

TO: Board of Directors

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

Harvey De La Torre, General Manager

Staff Contact: Steven Hung

SUBJECT: **Finance and IT Pending Items Report**

SUMMARY

The following list details the status of special projects in progress or to be completed during this Fiscal Year.

Finance

Accounting	Rebate Program(s)	W-9 collection for conservation rebates. Currently holding 6 rebate check(s) awaiting W-9 form(s)
Finance	Other	On-going process improvement for Finance/Accounting

Information Technology (IT)

Security	Governance	IT Governance and Advisory Committee introduced at staff meeting. Final efforts underway to appoint members to the team. Team anticipated to start work in June.
	Backups	Weekly reviews of reports show systems are being backed-up according to schedule
	Inventory	Physically inventoried IT fixed assets, labeled, and documented
	Vulnerability Scanning	Weekly external vulnerability scans report no identified exposures
	Guest Wireless	Enhanced security and added terms and conditions splash screen to MWDOC Guest wireless system

Service/ Support	Device Updates	Two new laptops configured and deployed to staff
	Phone System	Initiated project to solicit bids for a new phone system.
	Support Tickets	127 internal support tickets opened in May; 110 completed and 17 remain new, in-progress, or on-hold status.
Training	Cybersecurity	May cybersecurity training video distributed to all staff.
		IT Analyst attended seven hours of security and IT training: Amplify Security Operations with Microsoft Copilot, AI in the Water/Wastewater Sector, Next-Generation SIEM, Monthly Threat Intelligence Call, Cyber Resilience.

Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	Budgeted amount:	Core: <input type="checkbox"/>	Choice: <input type="checkbox"/>
Action item amount:		Movement between funds: <input type="checkbox"/> Yes <input type="checkbox"/> No	



INFORMATION ITEM
June 12, 2024

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

FROM: Harvey De La Torre, General Manager
Staff Contact: Kevin Hostert

SUBJECT: Monthly Water Usage Data and Water Supply Info.

STAFF RECOMMENDATION

Staff recommends the Administration & Finance Committee receive and file this information.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

REPORT

The attached figures show the recent trend of water consumption in Orange County (OC), an estimate of Imported Water Sales for MWD OC, and selected water supply information.

- OC Water Usage, Monthly by Supply **OCWD Groundwater was the main supply in April.**
- Estimated OC Water Usage, Monthly, Comparison to Previous Years Water usage in April **2024 was below average compared to the last 5 years.** We are projecting an increase in overall water usage compared to FY 2022-23. On March 24th 2023, state officials eased back drought emergency provisions that were in place since July 2021.
- Historical OC Water Consumption Orange County M & I projected water consumption is **499,000 AF for FY 2023-24** (this includes ~7 TAF of agricultural usage and non-retail water agency usage). This is about **19,000 AF more than FY 2022-23** and is about **47,000 AF less than FY 2021-22**. Water usage per person is projected to be slightly lower in **FY 2023-24 for Orange County at 142LakersKobe! gallons per day** (This includes recycled water usage). Although OC population has

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

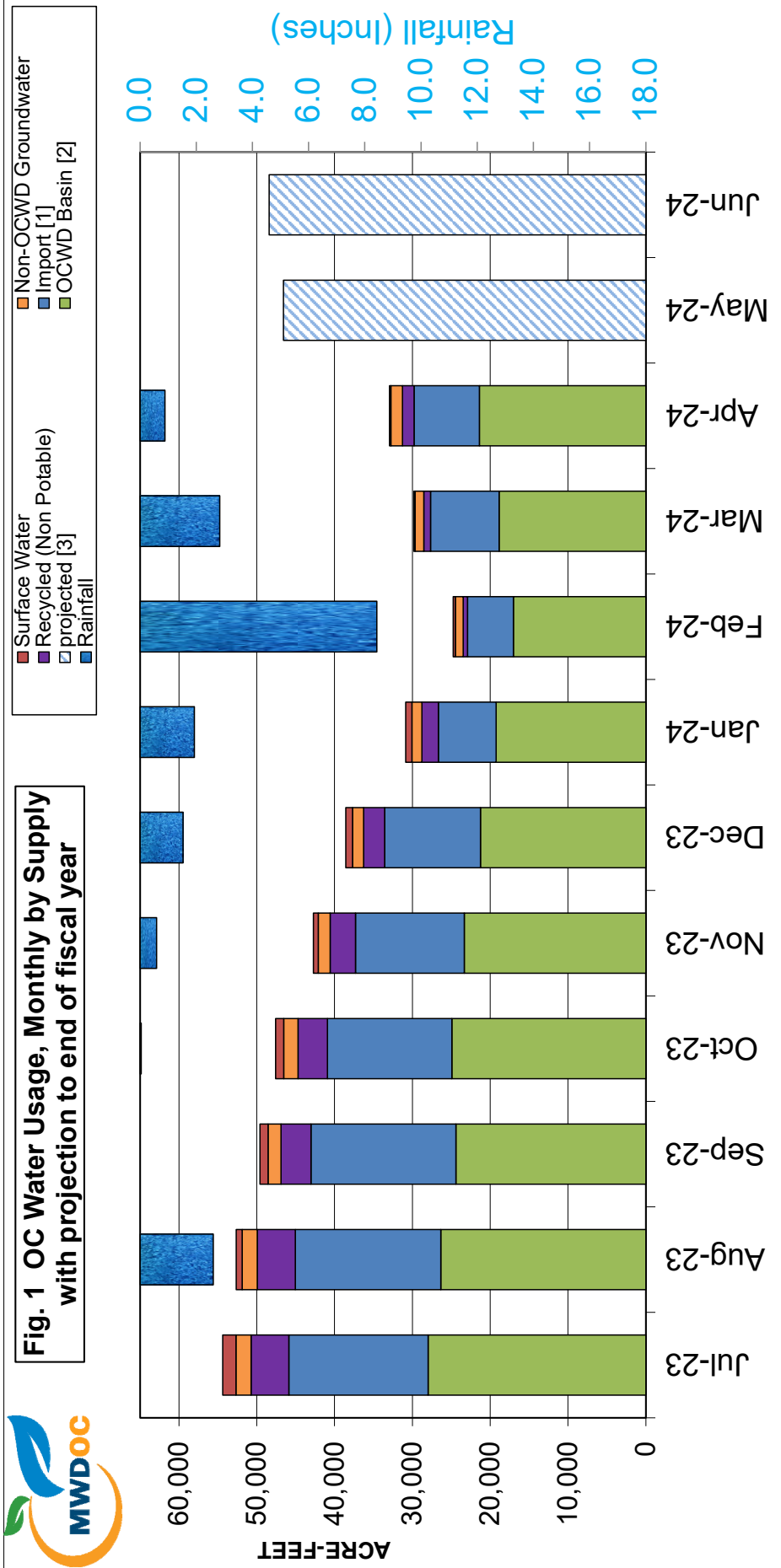
increased 20% over the past two decades, water usage has not increased, on average. A long-term decrease in per-capita water usage is attributed mostly to Water Use Efficiency (water conservation) efforts. ***O.C. Water Usage has declined significantly since the end of FY 2013-14. Since FY 2013-14 average O.C. Annual Water usage is 528,500 AF, a decline of 93,000 AF since FY 2013-14. FY 2022-23 Orange County M & I water consumption was the lowest since FY 1978-79 (44 Years).***

Water Supply Information Includes data on Rainfall in OC; the OCWD Basin overdraft; Northern California and Colorado River Basin hydrologic data; the State Water Project (SWP) Allocation, and regional storage volumes. The data have implications for the magnitude of supplies from the three watersheds that are the principal sources of water for OC. Note that a hydrologic year is Oct. 1st through Sept. 30th.

- Orange County's accumulated precipitation through ***early June was above average*** for this period. Water year to date rainfall in Orange County is ***16.31 inches***, which is ***129% of normal***.
- Northern California accumulated precipitation through ***early June was 98% of normal for this period***. Water Year 2023 was 133% of normal while water year 2022 was 48% of normal. The ***Northern California snowpack was 125% of normal as of April 2nd, 2024. As of early June, 0.00%*** of California is experiencing ***moderate drought conditions. 0.0%*** of California is experiencing ***severe to exceptional drought conditions***. The State Water Project Contractors Table A Allocation was increased to 40% as of April for WY 2024.
- Colorado River Basin accumulated precipitation through ***early June was 100% of normal*** for this period. The ***Upper Colorado Basin snowpack was 86% of normal*** as of April 9th 2024. ***Lake Mead and Lake Powell*** combined have about ***51.0% of their average storage volume*** for this time of year and are at ***34.8% of their total capacity***. Lake Mead's ***levels have been below the "trigger" limit of 1,075 ft. since the start of CY 2022***. The US Bureau of Reclamation (USBR) has declared a shortage at Lake Mead, impacting Colorado River water deliveries to the Lower Basin states. Lake Mead as of early June was ***8.32' BELOW the "trigger" limit***. The USBR has declared a **shortage on the Colorado River that started on January 1st 2022. There is a 100% chance of shortage continuing in 2024, 90% in 2025 and 83% in 2026.** Lake Mead as of early March was ***21.68' ABOVE the State of California "trigger" limit. There is a 0% chance of mandatory cutbacks for California in 2024, 0% in 2025 and 10% in 2026.***



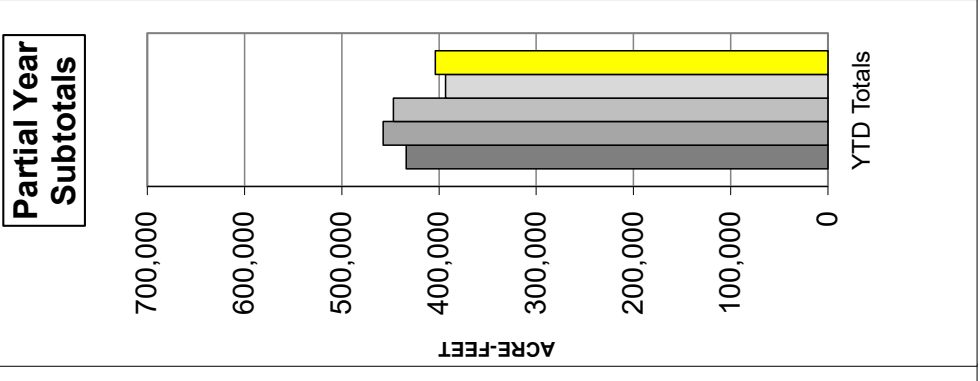
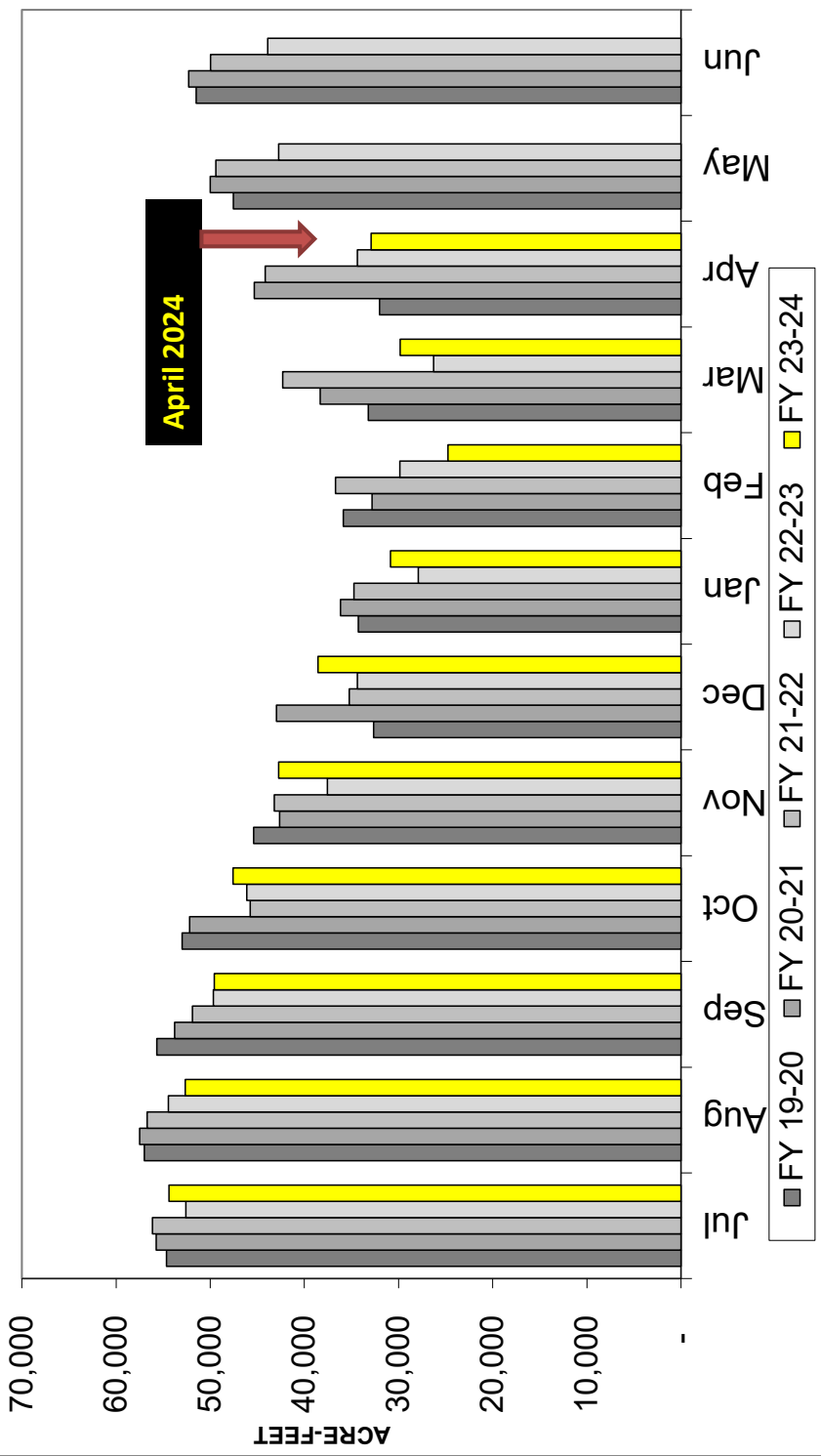
Fig. 1 OC Water Usage, Monthly by Supply
with projection to end of fiscal year



[1] Imported water for consumptive use. Includes "In-Lieu" deliveries and CUP water extraction. Excludes "Direct Replenishment" deliveries of spreading water and deliveries into Irvine Lake.
 [2] GW for consumptive use only. Excludes In-Lieu water deliveries and CUP water extraction that are counted with Import. BPP in FY '23-24 is 85%.
 [3] MWDOC's estimate of monthly demand is based on the projected 5 Year historical retail water demand and historical monthly demand patterns.
 [4] Total water usage includes IRWD groundwater agricultural use and usage by non-retail water agencies.



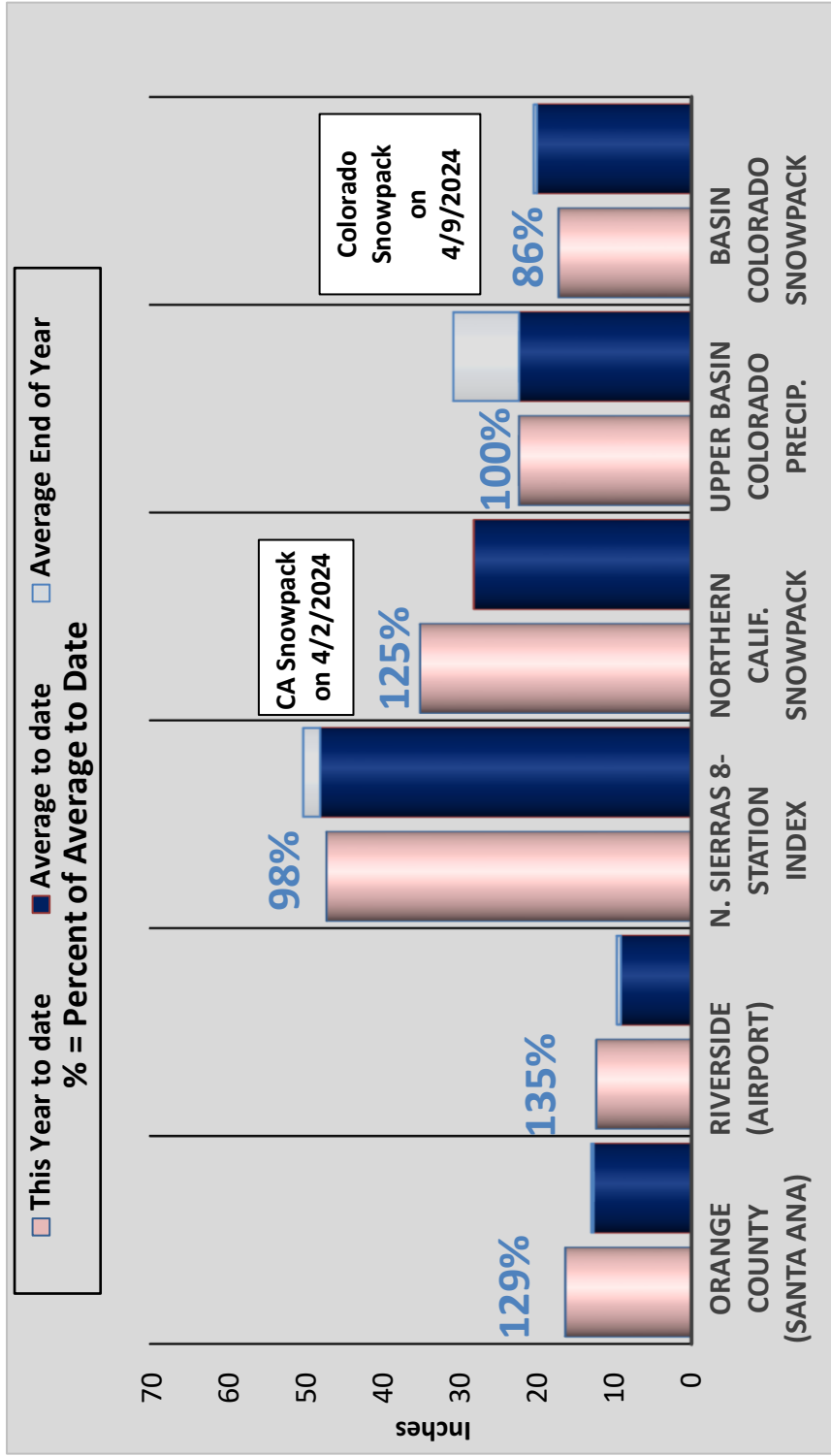
Fig. 2 OC Monthly Water Usage [1]: Comparison to Last 4 Fiscal Years



[1] Sum of imported water for consumptive use (includes "In-Lieu" deliveries; excludes "Direct Replenishment" and "Barrier Replenishment") and Local water for consumptive use (includes recycled and non-potable water and excludes GWRS production) Recent months numbers include some estimation.

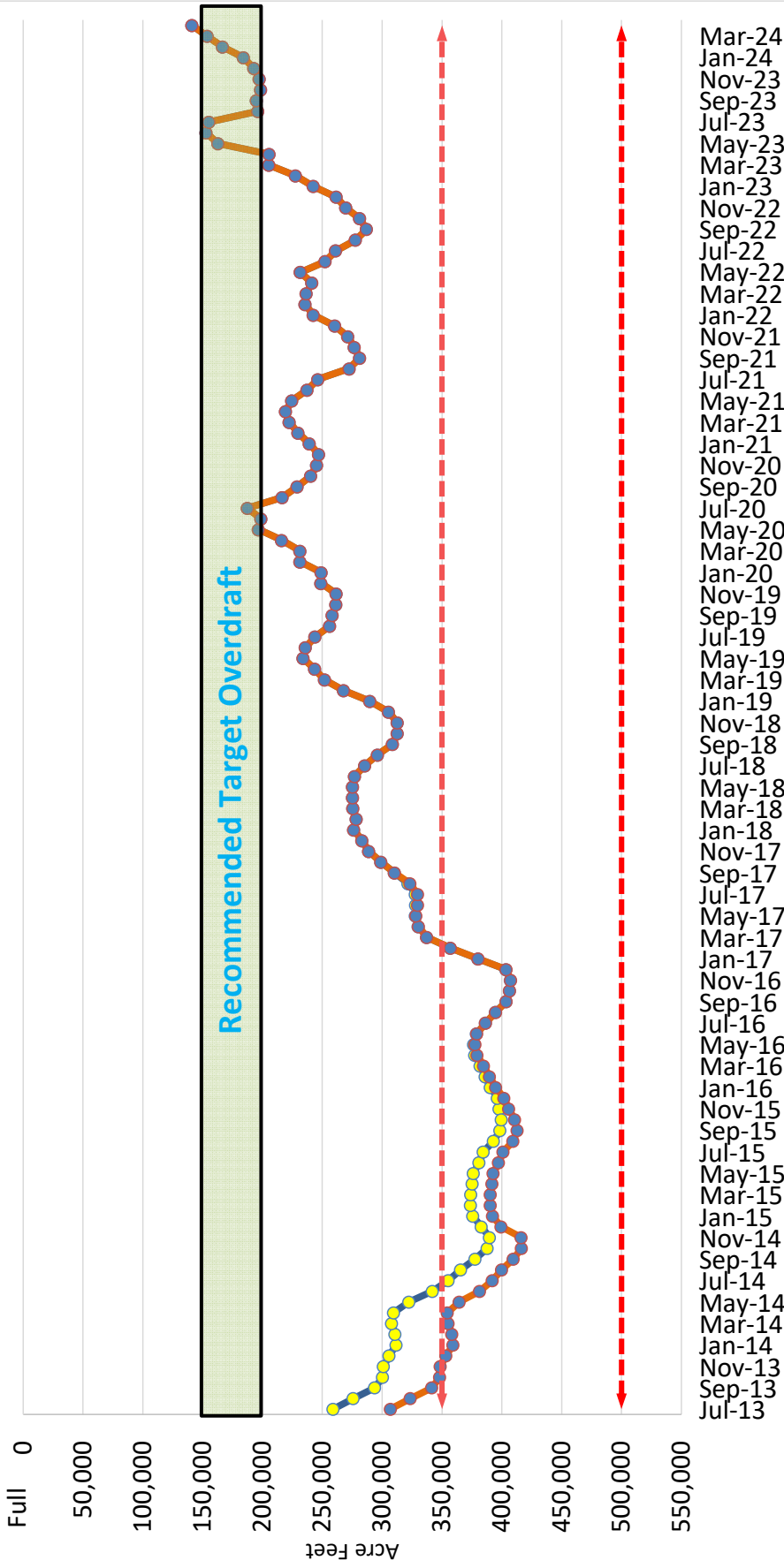
Accumulated Precipitation

for the Oct.-Sep. water year, as of early June 2024



* The date of maximum snowpack accumulation (April 1st in Northern Calif. , April 15th in the Upper Colorado Basin) is used for year to year comparison.

Accumulated Overdraft of the OCWD Groundwater Basin as of April 2024

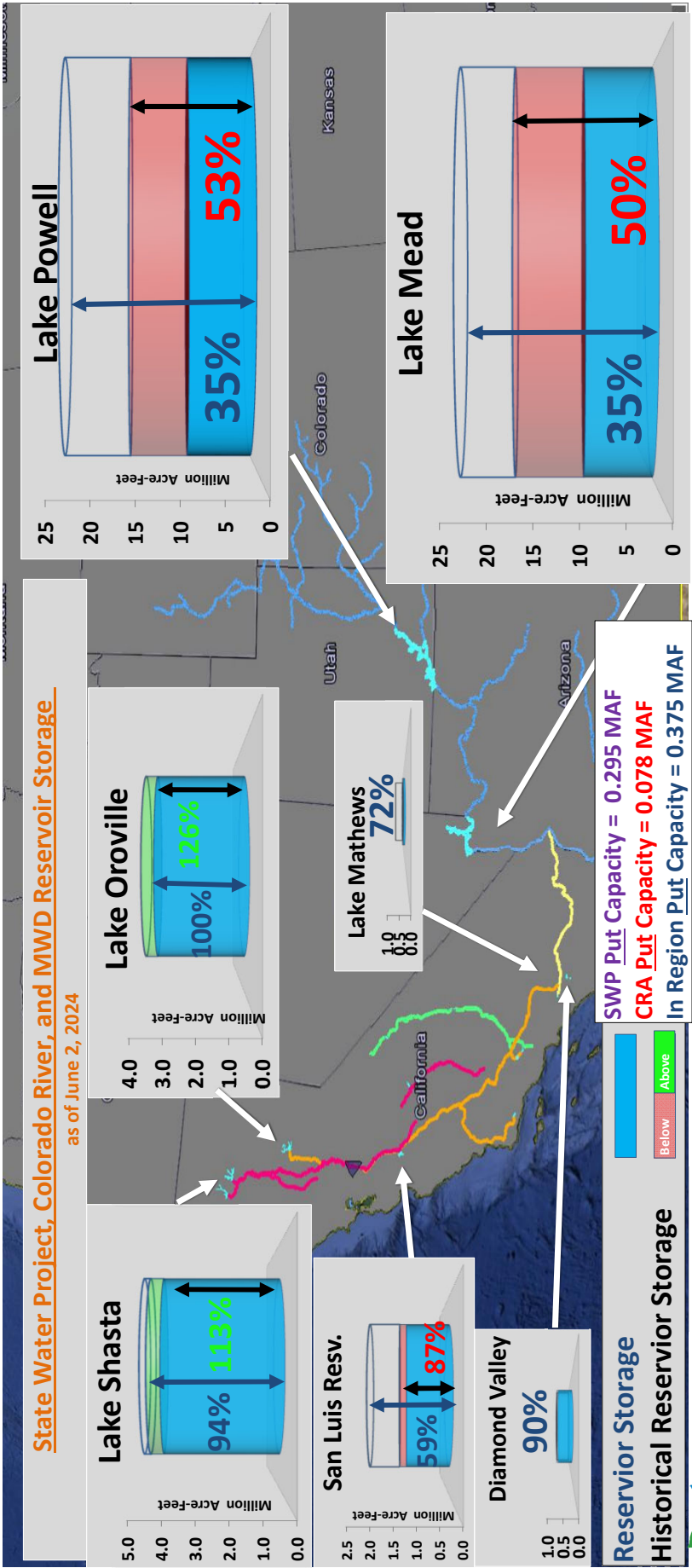


	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
AO (AF)	261,145	277,756	286,988	281,407	269,746	261,614	242,610	227,738	205,331	205,717	162,963	152,904
AO w/CUP removed (AF)	261,145	277,756	286,986	281,407	269,746	261,614	242,610	227,738	205,331	205,717	162,964	152,904
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
AO (AF)	155,360	196,275	194,961	198,554	197,412	192,806	184,258	166,730	153,904	141,024		
AO w/CUP removed (AF)	155,360	196,275	194,961	198,554	197,412	192,806	184,258	166,730	153,904	141,024		

* Source ~ OCWD Monthly Board of Directors Packet, Water Resources Summary



State Water Project, Colorado River, and MWD Reservoir Storage
as of June 2, 2024

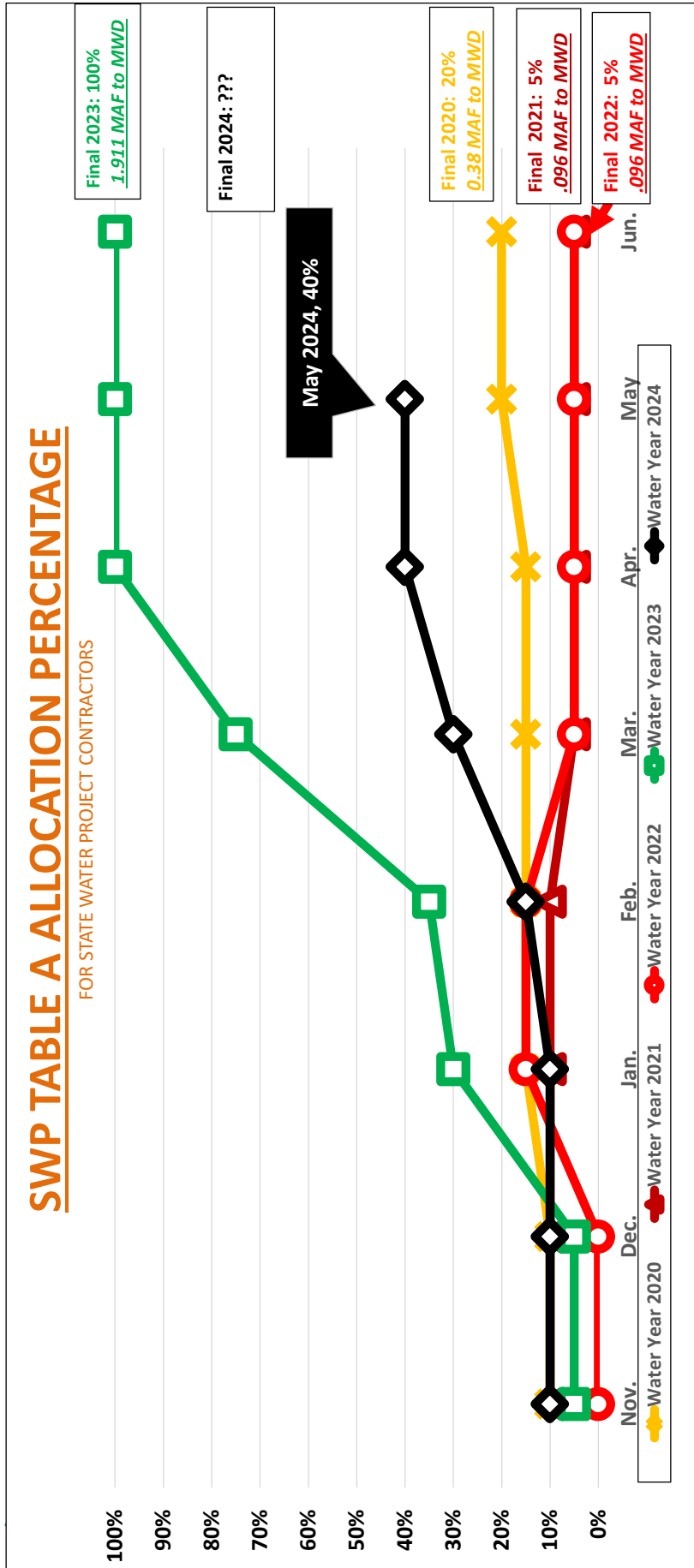


Prepared by the Municipal Water District of Orange County
*Numbers are subject to change

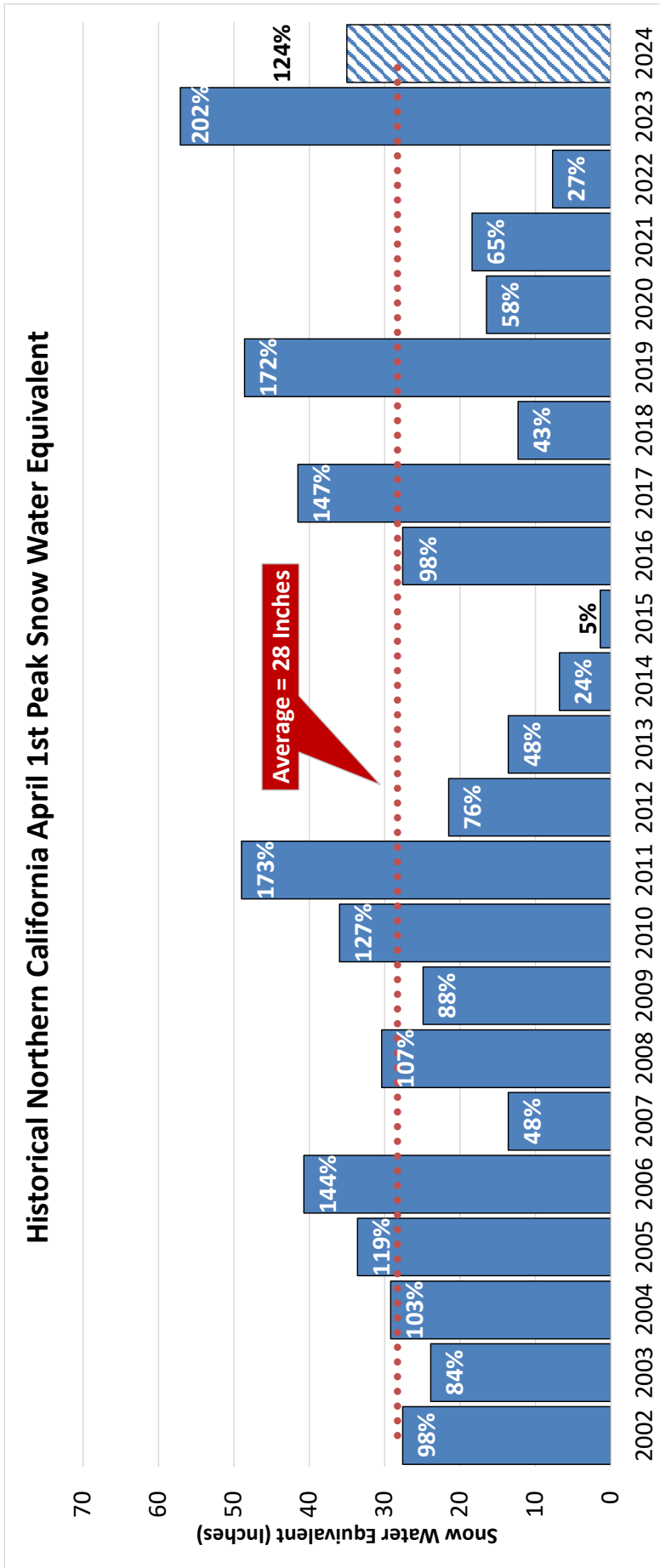


SWP TABLE A ALLOCATION PERCENTAGE

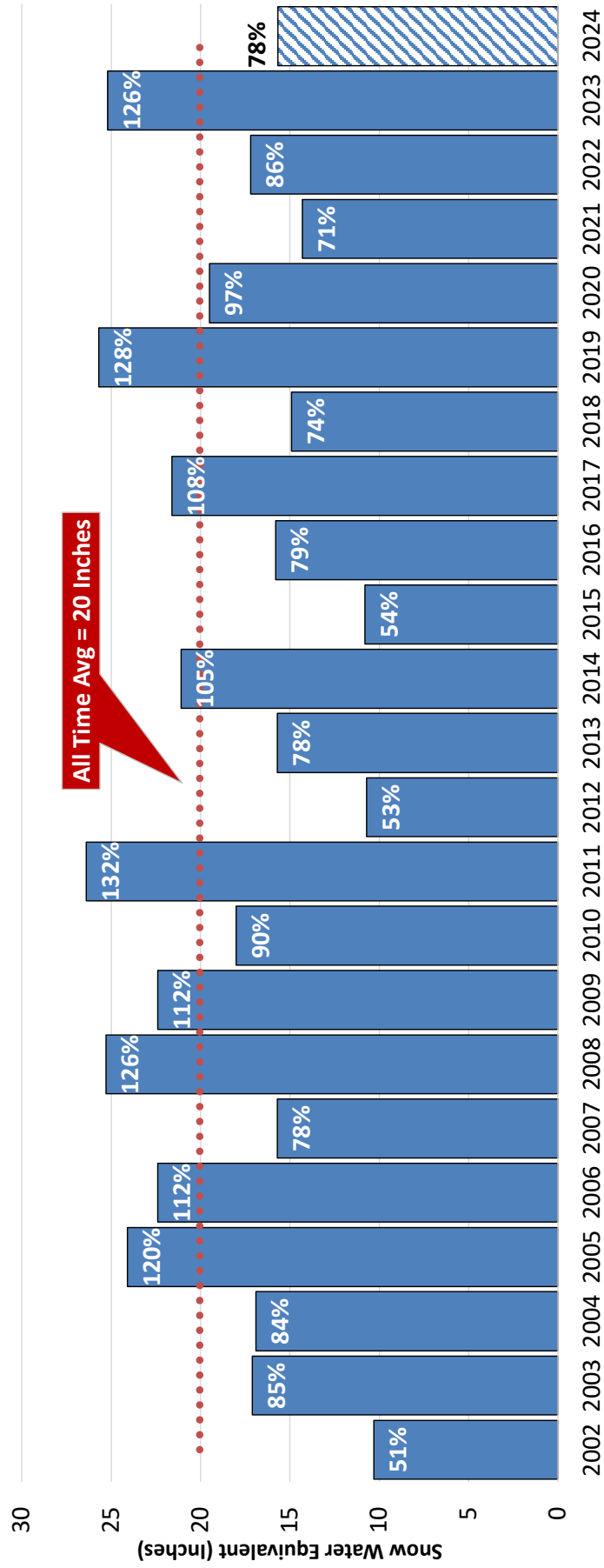
FOR STATE WATER PROJECT CONTRACTORS



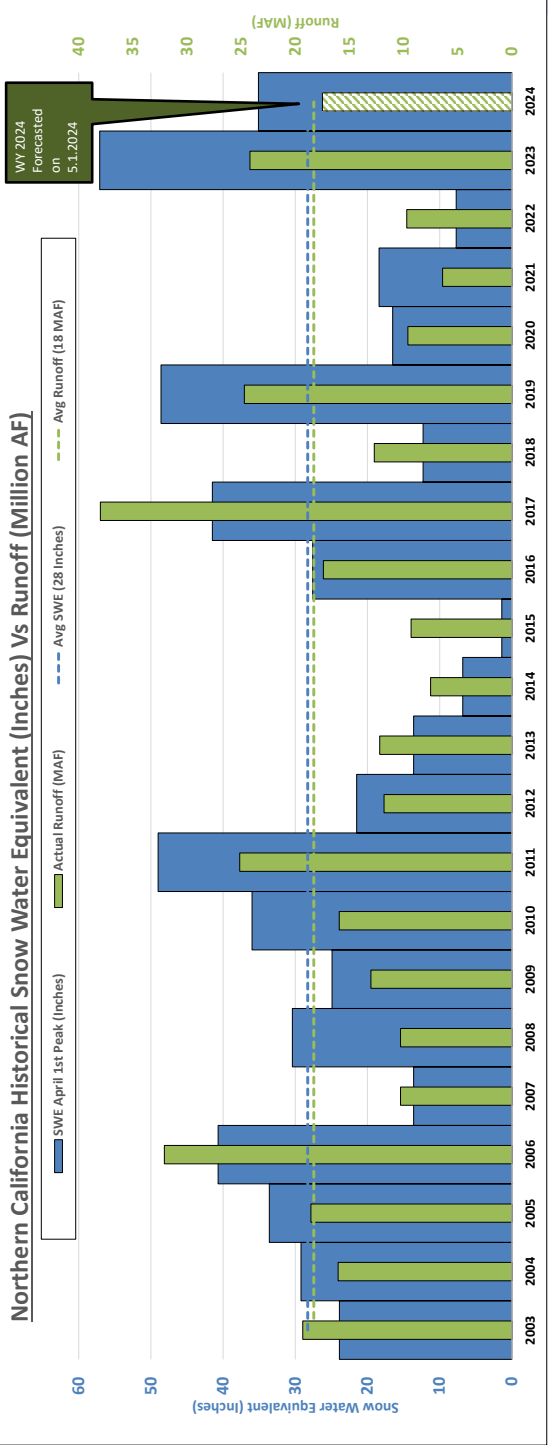
Historical Northern California April 1st Peak Snow Water Equivalent



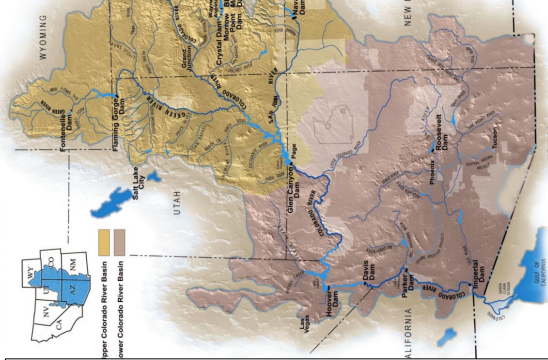
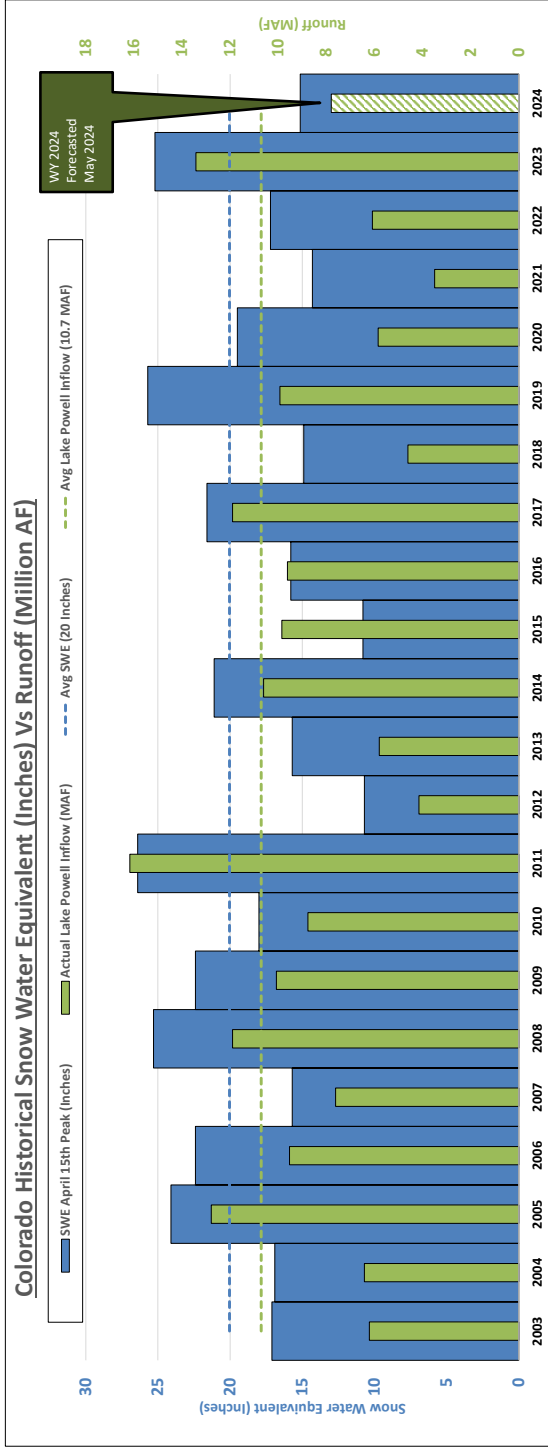
Historical Colorado Basin April 15th Peak Snow Water Equivalent



Sacramento River Basin

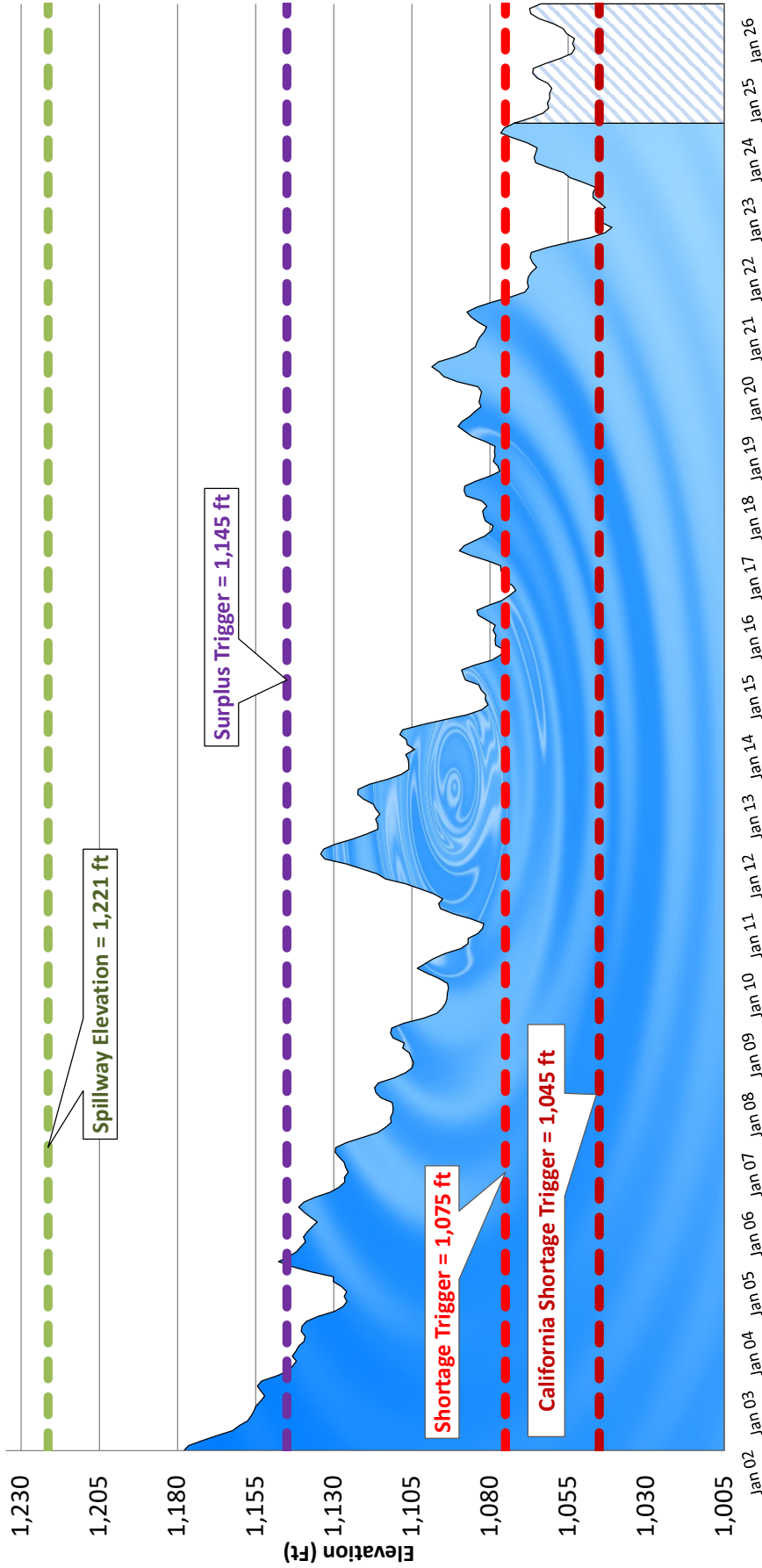


Colorado River Basin





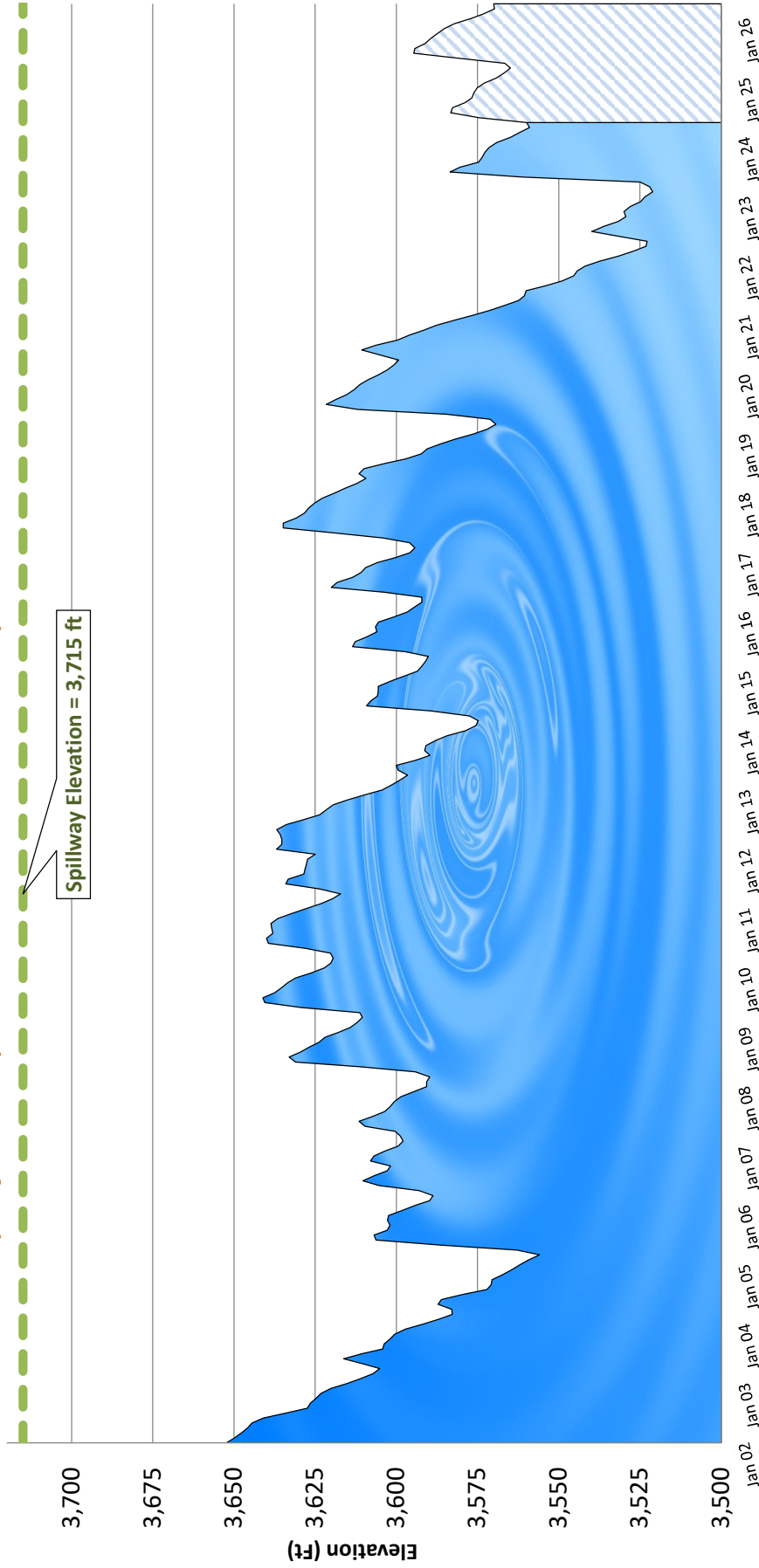
Lake Mead Levels: Historical and Projected projection per USBR 24-Month Study





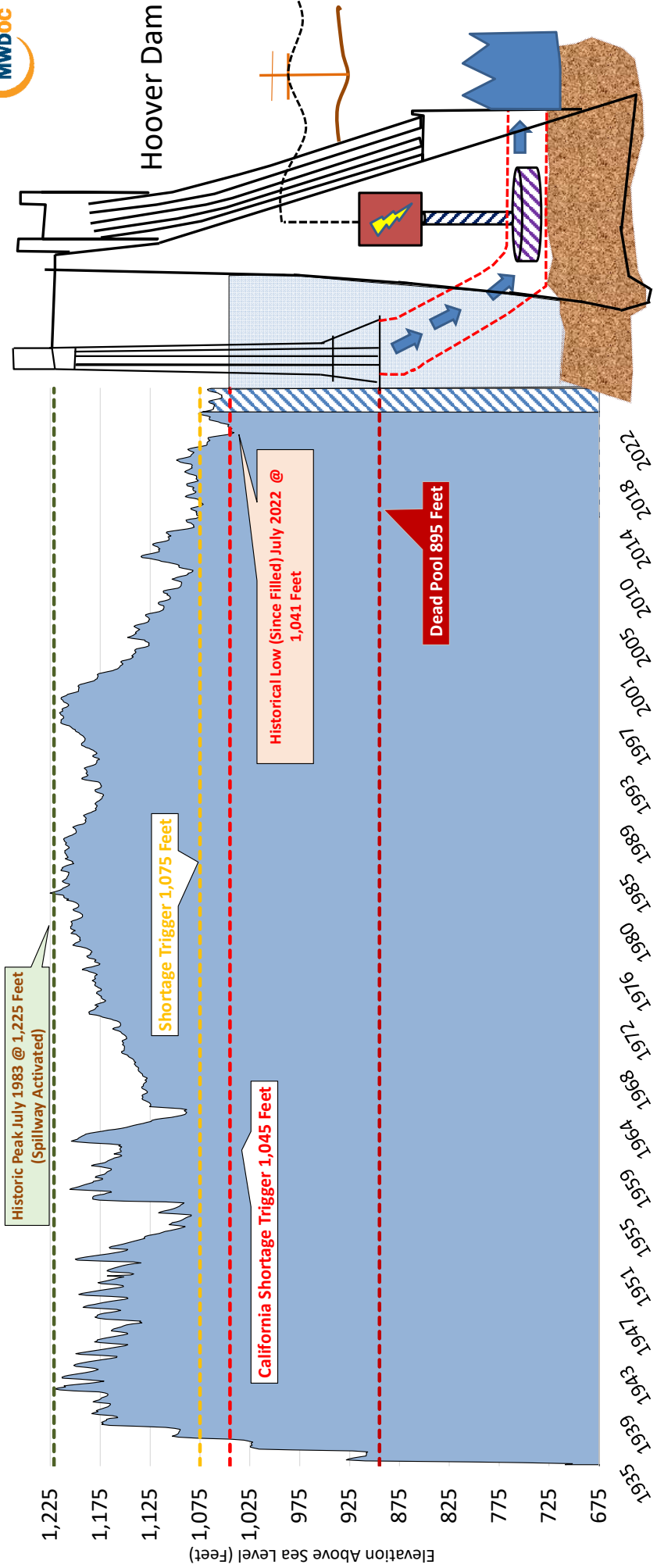
Lake Powell Levels: Historical and Projected projection per USBR 24-Month Study

■ Historical □ Projected

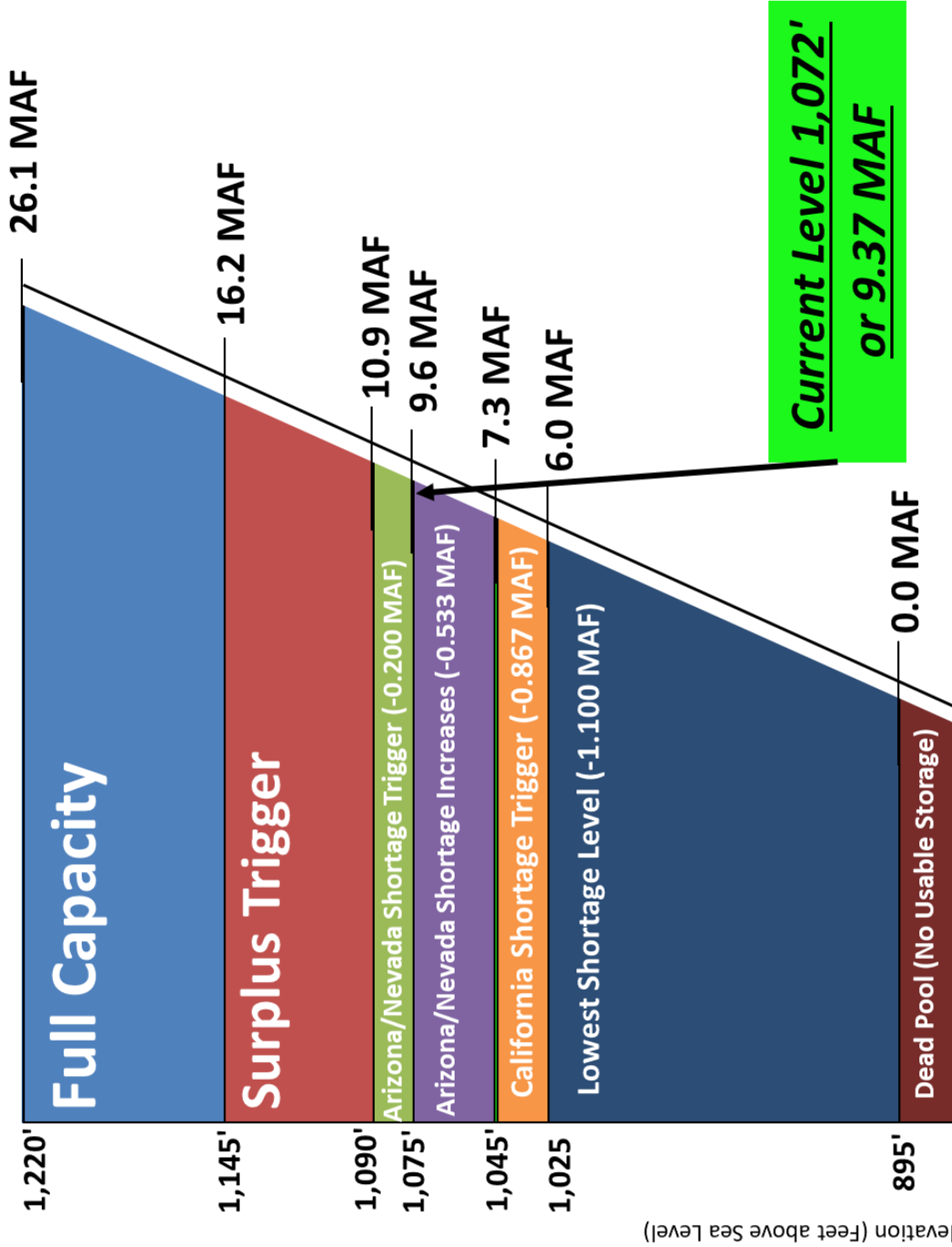




Lake Mead Historical Water Elevation Level



Lake Mead Storage Level



Elevation (Feet above Sea Level)