

REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
18700 Ward Street, Board Room, Fountain Valley, California  
November 20, 2024, 8:30 a.m.

Teleconference Sites:  
25652 Paseo De La Paz, San Juan Capistrano, CA 92675  
17420 Walnut Street, Fountain Valley, CA 92708  
700 North Alameda Street, Conf. Room 1-102, Los Angeles, CA 90012

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

**Computer Audio: You can join the Zoom meeting by clicking on the following link:**  
<https://zoom.us/j/8828665300>

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

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## AGENDA

### MOMENT OF SILENCE

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### PUBLIC COMMENTS/PARTICIPATION

At this time, members of the public will be given an opportunity to address the Board concerning items within the subject matter jurisdiction of the Board. Members of the public may also address the Board about a particular Agenda item at the time it is considered by the Board and before action is taken. If the item is on the Consent Calendar, please inform the Board Secretary before action is taken on the Consent Calendar and the item will be removed for separate consideration.

The Board requests, but does not require, that members of the public who want to address the Board complete a voluntary "Request to be Heard" form available from the Board Secretary prior to the meeting.

### ITEMS RECEIVED TOO LATE TO BE AGENDIZED

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

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

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the District's business office located at 18700 Ward Street, Fountain Valley, California 92708, during regular business hours. When practical, these public records will also be made available on the District's Internet Web site, accessible at <http://www.mwdoc.com>.

**NEXT RESOLUTION NO. 2150**

**CONSENT CALENDAR (Items 1 to 6)**

(All matters under the Consent Calendar will be approved by one motion unless a Board member requests separate action on a specific item)

**1. MINUTES**

- a. October 2, 2024 Workshop Board Meeting
- b. October 16, 2024 Regular Board Meeting

*Recommendation: Approve as presented.*

**2. COMMITTEE MEETING REPORTS**

- a. Planning & Operations Committee: October 14, 2024
- b. Administration & Finance Committee: October 9, 2024
- c. Executive Committee Meeting: October 17, 2024
- d. MWDOC/OCWD Joint Planning Comm.: October 23, 2024

*Recommendation: Receive and file as presented.*

**3. TREASURER'S REPORTS**

- a. MWDOC Revenue/Cash Receipt Register as of October 31, 2024
- b. Disbursement Registers (October/November)

*Recommendation: Ratify and approve as presented.*

- c. Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of September 30, 2024
- d. PARS Monthly Statement (OPEB Trust)

*Recommendation: Receive and file as presented.*

**4. FINANCIAL REPORT**

- a. Combined Financial Statements and Budget Comparative for the Period Ending September 30, 2024
- b. Quarterly Budget Review

*Recommendation: Receive and file as presented.*

**5. AUTHORIZATION TO VOTE ON BEHALF OF MWDOC ON CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2024 BYLAWS VOTE**

*Recommendation: (1) Review the proposed updates to CSDA's Bylaws; and (2) authorize staff to cast the District's ballot in support of the updates; and (3) authorize staff to submit the District's ballot electronically no later than no later than Wednesday, November 20.*

**6. AUTHORIZATION TO VOTE ON BEHALF OF MWDOC ON THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) PROPOSED AMENDED AND RESTATED BYLAWS**

*Recommendation: (1) Review ACWA’s proposed bylaw amendments; and (2) authorize staff to submit a Voter Designation and Information Form to ACWA as required no later than Monday, November 25; and (3) authorize Director Jeff Thomas, with Director Randy Crane as his alternate, to cast the District’s ballot at ACWA’s Fall Conference on December 4, 2024.*

**End Consent Calendar**

**ACTION ITEMS**

**7-1 ADOPT RESOLUTION AUTHORIZING MEMBERSHIP IN PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM) AND DELEGATE AUTHORITY TO THE GENERAL MANAGER AND DIRECTOR OF HUMAN RESOURCES AND ADMINISTRATION TO ACT ON BEHALF OF THE DISTRICT**

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

*Recommendation: (1) Adopt Resolution Authorizing District membership in the Public Risk Innovation, Solutions, and Management (PRISM); and (2) delegate authority to the General Manager and Director of Human Resources and Administration to act on behalf of the District and enter into agreements with PRISM for participation in its life and long-term disability insurance policies as well as the Employee Assistance Program (EAP).*

**DISCUSSION ITEMS**

**8. MEMBER AGENCY SPOTLIGHT – CITY OF TUSTIN**

*Recommendation: Receive and file presentation.*

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

**9. GENERAL MANAGER’S REPORT, NOVEMBER (ORAL AND WRITTEN)**

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

**10. MWDOC GENERAL INFORMATION ITEMS**

- a. Board of Directors - Reports re: Conferences and Meetings
- b. Requests for Future Agenda Topics

*Recommendation: Receive and file as presented.*

**ADJOURNMENT**

Note: Accommodations for the Disabled. Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting Maribeth Goldsby, District Secretary, at (714) 963-3058, or writing to Municipal Water District of Orange County at P.O. Box 20895, Fountain Valley, CA 92728. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.



**MINUTES OF THE WORKSHOP BOARD MEETING  
OF THE BOARD OF DIRECTORS OF  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC)  
WITH THE MWDOC MET DIRECTORS**

October 2, 2024

At 8:30 a.m., As President McVicker was participating via a teleconference location, Vice President Thomas called to order the Workshop Meeting of the Municipal Water District of Orange County in Conference Room 101 at the District facilities located in Fountain Valley, as well as including attendance via the Zoom Webinar application. Director Nederhood led the Pledge of Allegiance, and Secretary Goldsby called the roll.

**MWDOC DIRECTORS**

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

**STAFF**

Harvey De La Torre, General Manager  
Katrina Wright, Legal Counsel  
Maribeth Goldsby, District Secretary  
Melissa Baum-Haley, Assistant General Mgr.  
Vicki Osborn, Director of Emergency Management  
Heather Baez, Director of Governmental Affairs  
Damon Micalizzi, Director of Public Affairs  
Sarina Sriboonlue, Principal Engineer  
Joe Berg, Director of WUE  
Rachel Davis, Water Loss Control Prog. Supervisor  
Rachel Waite, WUE Program Supervisor  
Alex Heidi, Sr. Water Resource Analyst  
Kevin Hostert, Sr. Water Resource Analyst  
Joe Byrne, Legal Counsel (via Zoom)

\*Also MWDOC-MET Directors

**OTHER MWDOC-MET DIRECTORS**

Linda Ackerman  
Dennis Erdman

**OTHERS PRESENT**

Sara Tucker  
Garrett Durst  
Syrus Devers  
Dick Ackerman  
Peter Whittingham  
Paul Jones  
Dave Youngblood  
Doug Davert  
Kathryn Freshley  
Mike Gaskins  
Kay Havens  
Mark Monin  
Sherri Seitz  
Vu Chu  
Ken Vecchiarelli

NRR  
NRR  
Syrus Devers Advocacy  
Ackerman Consulting  
Whittingham Public Affairs Advisors  
Dopudja & Wells Consulting  
East Orange County Water District  
East Orange County Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
Golden State Water Company

Steve LaMar	Irvine Ranch Water District
Doug Reinhart	Irvine Ranch Water District
Peer Swan	Irvine Ranch Water District
Paul Weghorst	Irvine Ranch Water District
Keith Van Der Maaten	Laguna Beach County Water District
Jim Atkinson	Mesa Water
Jim Fisler	Mesa Water
Dick Fiore	Moulton Niguel Water District
Don Froelich	Moulton Niguel Water District
Sherry Wanninger	Moulton Niguel Water District
Laura Rocha	Moulton Niguel Water District
John Kennedy	Orange County Water District
Chris Olsen	Orange County Water District
Chuck Gibson	Santa Margarita Water District
Saundra Jacobs	Santa Margarita Water District
Brad Reese	Serrano Water District
Jennifer Lopez	South Coast Water District
Fernando Paludi	Trabuco Canyon Water District
Gene Hernandez	Yorba Linda Water District
Tom Lindsey	Yorba Linda Water District
Lisa Ohlund	Ohlund Management & Technical Services
Sofia Almeida	San Diego County Water Authority
Paul Mesmer	Surfside Colony CSD
Carol Moore	

**TELECONFERENCE SITE**

Director McVicker participated via teleconference location (all agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with).

**PUBLIC PARTICIPATION/PUBLIC COMMENTS**

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

No public comments were received.

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

No items were presented.

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

Vice President Thomas inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

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

**PRESENTATION / DISCUSSION ITEMS****UPDATE BY NATURAL RESOURCES RESULTS (NRR)**

Ms. Sara Tucker and Mr. Garrett Durst of Natural Resources Results (NRR) each provided an overview of their written report. The information presented included an in-depth view/analysis of the appropriations process, and bills under consideration/watch (including Colorado River issues, Omnibus bills, Public Lands Act, Salinity Control/Farm bill, and the tax parity for water conservation rebates).

The Board and audience then discussed various topics with Ms. Tucker and Mr. Durst, including the Colorado River Environmental Impact Statement (EIS) process and Intentionally Created Surplus (ICS) account, the Farm Bill and what caused its expiration, the status of discussions between the upper and lower basins (Colorado River), and why excess flows are going to Mexico.

(Director Yoo Schneider left the meeting at 9:21 a.m.)

Following discussion, the Board thanked Ms. Tucker and Mr. Durst and received and filed the information.

**LEGISLATIVE ACTIVITIES****a. State Legislative Report**

Mr. Syrus Devers of SDA reviewed his report, highlighting the opinion on the Delta Smelt, SB 366 (Caballero re the California Water Plan, Long-Term Supply Targets), the Administrative Report by DWR regarding the State Water Project Capability Report for 2024, SB 1390 (Caballero re Groundwater Recharge, Flow Diversions), and AB 2257 (Wilson re Local Government).

The Board received and filed the report.

**b. Legal and Regulatory Report (Ackerman)**

Mr. Dick Ackerman referenced his report, noting that the project to expand the Los Vaqueros Reservoir is no longer being pursued (cost was a factor in the decision), and he provided an update on PFAS issues. The Board received and filed the report.

**c. County Legislative Report (Whittingham)**

Mr. Whittingham reviewed his written report with the Board and the Board received and filed the report.

**d. MWDOC Legislative Matrix**

The Board received and filed the report.

**e. Metropolitan Legislative Matrix**

The Board received and filed the report.

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

Director Ackerman referenced various issues facing MET, including the Pure Water Southern California project, MET's focus on finding additional storage through its expanded Cyclic Storage Program, and water transfers (opportunities to purchase water from two Northern California entities).

Director Seckel highlighted the following issues discussed at MET: (1) the phasing approach of the Pure Water Southern California projects; (2) the CAMP4W process; (3) election of Adan Ortega for another term as MET Chair; (4) MET's investigation into the allegations regarding MET General Manager Hagehkalil, noting all discussions have been in closed session; and (5) MET's continued planning for the Delta Conveyance Project.

Director Erdman highlighted his participation in the Engineering, Operations, and Technology Committee's activities.

## **INFORMATION ITEMS**

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

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

The Board received and filed the report as presented.

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

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

The report was received and filed.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:35 a.m.

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Maribeth Goldsby  
District Secretary

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
October 16, 2024**

At 8:30 a.m., Vice President Thomas called to order the Regular Meeting of the Municipal Water District of Orange County, in the Board Room at the District facilities located in Fountain Valley, as well as via the Zoom Webinar application. Following a moment of silence, Director Seckel led the Pledge of Allegiance and Secretary Goldsby called the roll.

**MWDOC DIRECTORS**

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

**STAFF**

Harvey De La Torre, General Manager  
Joe Byrne, Legal Counsel  
Maribeth Goldsby, District Secretary  
Melissa Baum-Haley, Assistant General Manager  
Heather Baez, Director of Governmental Affairs  
Alex Heide, Sr. Water Resources Analyst  
Sarina Sriboonlue, Principal Engineer  
Damon Micalizzi, Director of Public Affairs  
Hilary Chumpitazi, Director of Finance/IT

**ALSO PRESENT**

Linda Ackerman  
Dennis Erdman

MWDOC/MET Director  
MWDOC/MET Director

Doug Davert  
Mike Gaskins  
Mark Monin  
Sherri Seitz  
Vu Chu  
Doug Reinhart  
Peer Swan  
Keith Van Der Maaten  
Jim Atkinson  
Jim Fisler  
Sherry Wanninger  
Chris Olsen  
Chuck Gibson  
Brad Reese  
Bill Green  
Jennifer Lopez  
Glen Acosta  
Tom Lindsey  
Dick Ackerman  
Charles Luas  
Lisa Ohlund  
Michael Gaultieri

East Orange County Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
El Toro Water District  
Irvine Ranch Water District  
Irvine Ranch Water District  
Laguna Beach County Water District  
Mesa Water  
Mesa Water  
Moulton Niguel Water District  
Orange County Water District  
Santa Margarita Water District  
Serrano Water District  
South Coast Water District  
South Coast Water District  
Trabuco Canyon Water District  
Yorba Linda Water District  
Ackerman Consulting  
Orchard Dale Water District  
Ohlund Management & Technical Services

**TELECONFERENCE SITE**

Director McVicker participated via teleconference location (all agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with).

**PUBLIC PARTICIPATION/PUBLIC COMMENT**

Vice President Thomas announced that members of the public wishing to comment on agenda items could do so after the item has been discussed by the Board and requested members of the public identify themselves when called on. Vice President Thomas asked whether any member of the public had any comments on items that were not on the agenda.

No public comments were received.

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

No items were received.

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

Vice President Thomas inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

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

**CONSENT CALENDAR**

Secretary Goldsby advised that staff corrected a typographical error in Item No. 3b (Disbursement Approval Report); the title was incorrectly labeled “September” and has been updated to reflect “October.”

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

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

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

**MINUTES**

The following minutes were approved.

- September 4, 2024 Workshop Board Meeting
- September 18, 2024 Regular Board Meeting
- September 18, 2024 MWDOC WFC Board Meeting

**COMMITTEE MEETING REPORTS**

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

Planning & Operations Committee Meeting:	September 3, 2024
Administration & Finance Committee Meeting:	September 11, 2024
Executive Committee Meeting:	September 19, 2024

**TREASURER'S REPORTS**

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of September 30, 2024  
Disbursement Registers (September/October) (as revised)

The following items were received and filed as presented.

- Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment Report) as of August 31, 2024
- PARS Monthly Statement (OPEB Trust)

**FINANCIAL REPORT**

The following items were received and filed as presented.

- Combined Financial Statements and Budget Comparative for the Period Ending August 31, 2024

**2025 HEALTH SAVINGS ACCOUNT CONTRIBUTIONS**

The Board approved an increase to the District’s annual Health Savings Account (HSA) contribution amounts, made by the District, to the Kaiser and Anthem Consumer Driven Health Plans (CDHP) for the 2025 plan year, as follows: (1) Kaiser: \$1650/employee, \$3300/2-party, and \$3300/family; and (2) Anthem: \$1450/ employee, \$2900/2-party, and \$2700/ family.

**AUTHORIZE FY 2024-25 CHOICE PROGRAM BUDGET REVISIONS**

The Board approved the Choice Program budget revisions as presented.

**- END CONSENT CALENDAR -**

**ACTION ITEMS**

**MWDOC LEGISLATIVE POLICY PRINCIPLES**

Upon MOTION by Director Yoo Schneider, seconded by Director Seckel, and carried (6-0), the Board adopted the proposed MWDOC legislative policy principles for 2025, by the following roll call vote:

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

**AUTHORIZE WEROC TO ESTABLISH A COUNTYWIDE MASTER CONTRACT FOR WATER BOTTLE DISTRIBUTION DURING A CATASTROPHIC EVENT**

Upon MOTION by Director Yoo Schneider, seconded by Director Crane, and carried (6-0), the Board authorized WEROC’s Director of Emergency Management to work with the MWDOC General Manager to establish a countywide master contract with Niagara for water bottle distribution, by the following roll call vote:

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

**INFORMATION CALENDAR**

**GENERAL MANAGER'S REPORT, OCTOBER 2024**

General Manager De La Torre advised that the full General Manager’s report was included in the Board packet.

The Board received and filed the report as presented.

**MWDOC GENERAL INFORMATION ITEMS**

**a. BOARD OF DIRECTORS**

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

Director Nederhood advised that he attended the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the MET meetings, the WACO and WACO planning meetings, a CCEEB teleconference meeting (noting there were challenges with the audio, and that he will be attending the next meeting), multiple OC Water Summit planning meetings, the OC Water Summit event, and the YLWD Board meeting.

Director McVicker reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop meeting and Regular Board meetings), the MET Board and Committee meetings, the MET Pure Water Southern California subcommittee meeting, the MET Executive Committee meeting, MET’s Long-Term Regional Planning subcommittee meeting, the ISDOC Executive Committee meeting, and the WACO and WACO Planning meetings.



Director Seckel advised that he attended the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the regularly scheduled MET Board and Committee meetings, a community meeting with TCWD regarding rates, the OC Water Summit, the WACO and WACO planning meetings, and the MET Caucus. He then provided an overview of the major issues facing MET (Pure Water Southern California, Long-Term Regional Planning, etc.).

Director Crane reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), MET's Executive Committee meeting, MET's Long-Term Regional Planning subcommittee meeting, the OC Water Summit, the ISDOC Executive Committee meeting, the WACO meeting, and the South Orange County water agency meeting.

Director Yoo Schneider advised that she attended most regularly scheduled MWDOC meetings (Planning & Operations and Administration & Finance Committee meetings, as well as the Workshop and Regular Board meetings), member agency Board and Committee meetings (SMWD and SCWD), several CCEEB meetings, MET's Long-Term Regional Planning subcommittee meeting, the WACO meeting, and the Going Native-Festival of Butterflies event.

Director Thomas stated that he attended most of the regularly scheduled MWDOC meetings (Planning & Operations and Administration & Finance Committee meetings, as well as the Workshop and Regular Board meetings), as well as several OC Water Summit planning meetings, the OC Water Summit event, as well as the OC Water Summit speakers dinner, and the MET Board meeting wherein MWDOC was the highlighted member agency.

**b. REQUESTS FOR FUTURE AGENDA TOPICS**

No new items were presented.

**ADJOURNMENT**

There being no further business to come before the Board, Vice President Thomas adjourned the meeting at 8:48 a.m.

Respectfully submitted,

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Maribeth Goldsby, Secretary

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

Jointly with the

**PLANNING & OPERATIONS COMMITTEE MEETING**

October 14, 2024 – 8:30 a.m. to 9:20 a.m.

The meeting was in-person at the Municipal Water District of Orange County's office and included attendance via the Zoom Webinar application.

**P&O Committee:**

Director Seckel, Chair  
Director Dick – absent  
Director Yoo Schneider

Staff: Harvey De La Torre, Melissa Baum-Haley, Damon Micalizzi, Vicki Osborn, Joe Berg, Heather Baez, Hilary Chumpitazi, Charles Busslinger, Sarina Sriboonlue, Maribeth Goldsby, Tina Dubuque, Alex Heide

**Also Present:**

MWDOC Director Nederhood  
MWDOC Director McVicker  
MWDOC Director Crane  
MWDOC MET Director Ackerman  
MWDOC MET Director Erdman  
Dick Ackerman, Ackerman Consulting  
Mike Gaskins, ETWD  
Kay Havens, ETWD  
Vu Chu, ETWD  
Mark Monin, ETWD  
Dennis Cafferty, ETWD  
Keith Van Der Maaten, LBCWD  
Carol Moore, Laguna Woods  
Stacy Taylor, Mesa Water

Jim Atkinson, Mesa Water  
Sherry Wanninger, MNWD  
Donald Froelich, MNWD  
John Kennedy, OCWD  
Alicia Dunkin, OCWD  
Chris Olsen, OCWD  
Emily Novak, SDCWA  
Saundra Jacobs, SMWD  
Charles Gibson, SMWD  
Laura Freese, SMWD  
Brad Reese, SWD  
Greg Mills, SWD  
Fernando Paludi, TCWD  
Brett Barbre, YLWD

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

**ROLL CALL**

Secretary Goldsby conducted a roll call attendance of the Planning & Operations Committee members. Committee members, Directors Seckel and Yoo Schneider were present. Directors Nederhood, McVicker, and Crane were also present. Directors Dick and Thomas were absent.

In the absence of Director Dick, Director McVicker served on the Committee.

**REMOTE/TELECONFERENCE SITES**

Director Yoo Schneider and Director McVicker participated via teleconference location (all agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with).

**PUBLIC COMMENTS**

There were no public comments.

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

No items were presented.

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

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

Rachel Davis, Water Loss Control Programs Supervisor, introduced Trent Blue as the new Water Loss Control Program Technician.

**ACTION ITEM**

**MWDOC LEGISLATIVE POLICY PRINCIPLES**

Heather Baez, Director of Governmental Affairs, reviewed the edits the Committee made to the MWDOC Legislative and Regulatory Policy Principles document.

Upon MOTION by Director McVicker, seconded by Director Yoo Schneider, and carried (3-0), the Committee recommended that the Board of Directors adopt the proposed MWDOC legislative policy principles for 2025.

A roll call vote was taken, with Directors Seckel, McVicker, and Yoo Schneider voting in favor. This item will be presented to the Board at the October 16, 2024, Board Meeting.

**AUTHORIZE WEROC TO ESTABLISH A COUNTYWIDE MASTER CONTRACT FOR WATER BOTTLE DISTRIBUTION DURING A CATASTROPHIC EVENT**

Vicki Osborn, Director of Emergency Management, explained that water utility systems are vulnerable to damage due to both natural and human events. Depending on the size and location of such damages, water service can be cut off to a few homes, an entire neighborhood, or a whole city. Water agencies/districts may have to provide water through alternate means during a small or moderate-sized outage, such as cases of bottled water, bulk supplies in water tenders, installation of temporary water lines, etc. One alternative means to provide drinking water to a community is through a bottled water distribution effort.

WEROC has been working with Niagara's water bottle company to establish a countywide contract/line of credit like the one FEMA has in place. WEROC's objective is to have in place set pricing with Niagara for 24-pack, 36-pack, and 1-gallon drinking bottles to be easily accessible for a community water bottle distribution site in the county during or after an emergency event.

Upon MOTION by Director Yoo Schneider, seconded by Director McVicker, and carried (3-0), The Committee recommended that the Board authorize WEROC's Director of Emergency Management to work with the MWDOC General Manager to establish a countywide master contract with Niagara for water bottle distribution.

A roll call vote was taken, with Directors Seckel, McVicker, and Yoo Schneider voting in favor. This item will be presented to the Board at the October 16, 2024, Board Meeting.

**DISCUSSION ITEMS**

**CALIFORNIA COUNCIL ON ENVIRONMENTAL AND ECONOMIC BALANCE (CCEEB) PRIORITIES**

Heather Baez, Director of Governmental Affairs reminded the Committee that in August, at the request of MWDOC's Board of Directors, staff invited Tim Carmichael, President and CEO of CCEEB, and Bill Quinn, Immediate Past President and consultant for the South Coast Air Project, which covers proceedings before the South Coast Air Quality Management District (SCAQMD), to provide an overview and history of CCEEB, how their work relates to MWDOC's priorities and its member agencies, the benefits of membership, and how CCEEB has been involved and helpful to members like MWDOC. They encouraged MWDOC to participate and engage on issues of importance to MWDOC and share them at their upcoming Fall Planning Meeting in November. As a result of the discussion held in August, Ms. Baez then reviewed MWDOC's proposed priorities intended to be conveyed at CCEEB's annual Fall Planning Meeting.

Discussion ensued around how CCEEB determines priorities, the knowledge gained attending the CCEEB Fall Planning Meeting, the priorities outlined in the report, including: how the Delta Conveyance Project fits CCEEB's plan, Proposition 218 Reform Issues, and Proposition 4 implementation.

The Committee received and filed this report; it was noted that these priorities would be presented at CCEEB's Fall Planning Meeting.

**INFORMATION ITEMS**

**QUARTERLY MWDOC K-12 CHOICE SCHOOL PROGRAMS UPDATE**

Responding to Director Seckel, Harvey De La Torre, General Manager, stated that he would be provided with the grand total number of students seen.

The Committee received and filed this report.

**SPEAKERS BUREAU QUARTERLY REPORT**

The Committee received and filed this report.

**OC WATER SUMMIT RECAP**

The Committee received and filed this report.

**PUBLIC AFFAIRS HIGHLIGHTS**

The Committee received and filed this report.

**DEPARTMENT ACTIVITIES REPORTS**

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

The Committee received and filed these reports.

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

**ADJOURNMENT**

As no further business was brought before the Committees, the meeting was adjourned at 9:20 a.m.

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

Jointly with the

**ADMINISTRATION & FINANCE COMMITTEE**

October 9, 2024 – 8:30 a.m. to 11:05 a.m.

Director Crane called the meeting to order at 8:30 a.m. The meeting was held in-person at the District offices as well as including attendance via the Zoom webinar application.

**A&F Committee**

Director Crane  
Director Thomas  
Director Nederhood

**Staff:**

Harvey De La Torre, Melissa Baum-Haley,  
Maribeth Goldsby, Katie Davanaugh,  
Hilary Chumpitazi, Cathy Harris, Joe Berg,  
Tiffany Baca, Vicki Osborn, Heather Baez,  
Damon Micalizzi

**Also Present:**

MWDOC Director Seckel  
MWDOC Director McVicker  
MWDOC Director Yoo Schneider  
MWDOC Met Director Linda Ackerman  
Dick Ackerman, Ackerman Consulting  
George Murdoch, EOCWD  
Vu Chu, ETWD  
Mike Gaskins, ETWD  
Kay Havens, ETWD  
Mark Monin, ETWD  
Sherri Seitz, ETWD  
Stacy Taylor, ETWD  
Jim Atkinson, Mesa Water  
Doug Reinhart, IRWD

Peer Swan, IRWD  
Paul Weghorst, IRWD  
Jonathan Cruz, MNWD  
Keith Van Der Maaten, LBCWD  
John Kennedy, OCWD  
Chris Olsen, OCWD  
Jennifer Meza, PARS  
Chuck Gibson, SMWD  
Kelly Radvansky, SMWD  
Brad Reese, SWD  
Greg Mills, SWD  
Jerry Vilander, SWD  
Keith Stribling, PFM Asset Management  
Brett Barbre, YLWD

**ROLL CALL**

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

**TELECONFERENCE SITE**

Directors Yoo Schneider and McVicker participated via teleconference locations. All agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with.

**PUBLIC COMMENTS**

Director Seckel acknowledged Director Jeff Thomas' and Harvey De La Torre's presentation at the Metropolitan Water District October 8<sup>th</sup> meeting (wherein MWDOC was the highlighted member agency).

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

No items were presented.

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

Secretary Goldsby advised that an additional report from Foster & Foster regarding retiree health insurance program for Item 11 (OPEB Actuarial Report), was distributed to the Board and made available to the public.

**PRESENTATION****PRESENTATION BY PARS REGARDING OTHER POST EMPLOYMENT  
BENEFITS TRUST & PENSION RATE STABILIZATION PROGRAM (PRSP)  
TRUST CLIENT REVIEW**

Jennifer Meza from PARS, provided an overview of the District's OPEB Trust Account. She reviewed the District's assets and liabilities, and the rate of investment return which is approximately 6%. Ms. Mesa noted that the District is currently in an overfunded status. The Committee held discussion on the overfunded status, noting that the amount can vary over time, depending on number of retiree's actively utilizing retiree benefits.

Keith Stribling from PFM Asset Management, provided a recap of the District's plan's performance as well as the quarterly market summary, noting that the performance of the funds are doing very well over the past 12 months.

The full report included in the staff report was received and filed.

**WATER ENERGY EDUCATION ALLIANCE (WEEA) YEAR IN REVIEW**

Tiffany Baca, Public Affairs Manager, provided a comprehensive year-end review of the Water Energy Education Alliance (WEEA) program that MWDOC leads. The program provides leadership, service and collaboration in providing solutions, ideas and suggestions to address the industry's state-wide workforce needs. Some of the topics that WEEA tackles include addressing aging workforce, skilled labor gaps, diversity gaps and lack of awareness and interest in a career in water and energy. The presentation went on to review the specific efforts of WEEA and its partners. WEEA's focus points include making connections, amplifying awareness, revealing skills gaps and providing clarity on the subject of diversity. The presentation went on to review the year's accomplishments which included a growing membership, hosting 3 leadership meetings, supporting grant funding, adding content to a white paper, surveying and gathering workforce data, engaging in speaking opportunities and providing an annual report to the WEEA sponsors.

Discussion was held on the future of MWDOC's involvement in WEEA, which included three options to explore 1) remain status quo in continuing with current "in kind" administrative support; 2) creating a MWDOC shared services type of program with financial contribution from MWDOC and its funding partners, or 3) create a stand-alone program with a fully dedicated MWDOC staff member.

Ms. Baca solicited input from the Committee on the direction in which they would like to see the program navigate. Some of the questions posed by the Committee included: what is MWDOC's role in the program, what is Metropolitan's role in the program, how does MWDOC strategically engage in the program to improve its effectiveness, what is the appropriate dollar contribution needed by MWDOC, do we need to create a business model, appropriate staffing needs, and others.

Discussion was held on the funding partners, including others outside of the MWDOC member agencies, and private organizations. It was suggested that MWDOC survey its member agencies to determine the level of participation and interest within the Orange County region. Workforce development is not an isolated topic to Orange County – it expands well beyond our region.

General Manager De La Torre stated that staff will come back, before the end of the year, with additional information on the advantages and disadvantages of the three administrative support options staff outlined. In this discussion, staff will seek the Committee's input on how best to continue to administer the WEEA program for the next fiscal year as well as determine the appropriate MWDOC financial contribution.

## **PROPOSED BOARD CONSENT CALENDAR ITEMS**

### **TREASURER'S REPORT**

- a. Revenue/Cash Receipt Report – September 2024
- b. Disbursement Approval Report for the month of October 2024
- c. Disbursement Ratification Report for the month of September 2024
- d. GM Approved Disbursement Report for the month of September 2024
- e. Consolidated Summary of Cash and Investment – August 2024
- f. OPEB and Pension Trust Fund statement

The Committee reviewed the Treasurer's Report and upon MOTION by Director Thomas, seconded by Director Nederhood and carried (3-0), the Committee recommended approval of the Treasurer's Report at the October 16, 2024 Board meeting. The vote was taken via roll call with Directors Crane, Thomas and Nederhood all voting in favor.

### **FINANCIAL REPORT**

- a. Combined Financial Statements and Budget Comparative for the Period Ending August 31, 2024

The Committee reviewed the Financial Report and upon MOTION by Director Thomas, seconded by Director Nederhood and carried (3-0), the Committee recommended approval



of the Financial Report at the October 16, 2024 Board meeting. The vote was taken via roll call with Directors Crane, Thomas and Nederhood all voting in favor.

## **ACTION ITEMS**

### **2025 HEALTH SAVINGS ACCOUNT CONTRIBUTIONS**

Upon MOTION by Director Thomas, seconded by Director Nederhood and carried (3-0), the Committee recommended the Board approve the 2025 Health Saving Account contributions at the October 16, 2024 Board meeting. The vote was taken via roll call with Directors Crane, Thomas and Nederhood all voting in favor.

### **AUTHORIZE FY 2024-25 CHOICE PROGRAM BUDGET REVISIONS**

Upon MOTION by Director Thomas, seconded by Director Nederhood and carried (3-0), the Committee recommended the Board authorize option 1, to approve the MWDOC Annual Budget for FY 2024-25 with the final version of the Revised Choice Program, at the October 16, 2024 Board meeting. The vote was taken via roll call with Directors Crane, Thomas and Nederhood all voting in favor.

## **INFORMATION ITEMS**

### **2025 BENEFIT RATES (Health and Vision Insurance Rates)**

### **JOINT SUPERVISOR TRAINING WORKSHOPS HOSTED BY MWDOC AND YLWD**

### **INDIVIDUAL CHARGES DISCLOSURE REPORT**

### **CALPERS ANNUAL VALUATION REPORT AS OF JUNE 30, 2023**

### **OPEB ACTUARIAL REPORT AS OF JUNE 30, 2024**

### **DEPARTMENT ACTIVITIES REPORT**

- a. Administration
- b. Finance and Information Technology

### **MONTHLY WATER USAGE DATA AND WATER SUPPLY INFO**

The informational reports were received and filed.

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

No information was presented.

## **ADJOURNMENT**

There being no further business brought before the Administration & Finance Committee; the meeting was adjourned at 11:05 a.m.

MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF THE  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
jointly with the  
**EXECUTIVE COMMITTEE**  
October 17, 2024, 8:30 a.m. to 9:44 a.m.  
Board Room

**Committee:**

Director McVicker, President  
Director Thomas, Vice President (absent)  
Director Yoo Schneider, Immediate Past President

**Staff:**

H. De La Torre, M. Goldsby,  
M. Baum-Haley

**Also Present**

Director Nederhood	Jim Fister, Mesa Water
Director Crane	Don Froelich, MNWD
Director Erdman, MWDOC/MET Dir.	Chris Olsen, OCWD
	Sandra Jacobs, SMWD

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President McVicker called the meeting to order at 8:30 a.m. The meeting was held in-person at the District offices as well as including attendance via the Zoom Webinar application. Secretary Goldsby called the roll, with Committee members McVicker and Yoo Schneider present. Directors Nederhood and Crane were also present. In the absence of Director Thomas, Director Nederhood sat on the Committee.

**TELECONFERENCE SITES**

Directors McVicker and Yoo Schneider participated via teleconference location (all agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with).

**PUBLIC PARTICIPATION**

No items were presented.

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

No items were presented.

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

Secretary Goldsby advised that the draft agendas for the upcoming month were distributed to the Board and made available to the public.

**EXECUTIVE COMMITTEE REVIEW OF FUTURE AGENDAS**

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

a. MWDOC/OCWD Joint Planning Committee

No new items were added to the agenda.

b. Planning & Operations Committee Meeting

No new items were added to the agenda.

c. Workshop Board Meeting

The Committee noted that the monthly NRR report had been inadvertently omitted from the agenda; it was added back in.

Director Nederhood referenced the proposed topic on the State Water Project (SWP) and asked that the presentation include the financial history of the SWP and Delta Conveyance (a historical chart).

d. Administration & Finance Committee

General Manager De La Torre commented that during the budget process, the Board requested staff evaluate whether MWDOC developing a two-year budget was prudent; he advised that the initial discussion regarding this issue was on the agenda for discussion. Director Nederhood expressed his belief that it was not necessary.

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

General Manager De La Torre reported on MET's investigation into the allegations regarding MET General Manager Hagehkalil, noting the MET Board will meet in closed session to discuss the matter on Monday, October 21.

### **MEMBER AGENCY RELATIONS**

Mr. De La Torre advised that (1) staff is in the process of identifying the next agencies who will provide a "Member Agency Spotlight for upcoming Board meetings, (2) the OC LAFCO informed MWDOC staff that the OCWD MSR Focused Study administrative draft report has been delayed and that the release is anticipated soon (with the final report for public comments anticipated to be released in October or November); and (3) OCWD is seeking the Special District Leadership Foundation's Transparency Award and has asked MWDOC to review their packet of information.

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

Mr. De La Torre highlighted a plaque MWDOC staff is developing (featuring MWDOC's logo) for placement in local legislative offices

He also advised that he would be on vacation from November 6-10.

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

Mr. De La Torre also reported on the following items: (1) MWDOC is preparing an RFP on demand projections (with potential Board action in December); (2) the office building will be tented for fumigation November 8-11; and (3) he will be reviewing the Needs Assessment with each department, and will present its key findings to the Executive Committee in November.

### **ADJOURNMENT**

There being no further business to be brought before the Committee, the meeting adjourned at 9:09 a.m.

**MEETING REPORT**

JOINT PLANNING COMMITTEE WITH BOARD OF DIRECTORS  
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY and  
ORANGE COUNTY WATER DISTRICT  
October 23, 2024 - 8:30 a.m. – 9:37 a.m.  
MWDOC Conference Room 101 and Zoom Webinar Application

**MWDOC DIRECTORS**

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

**OCWD DIRECTORS**

Dina Nguyen (absent)  
Denis Bilodeau  
Roger Yoh  
Van Tran (absent)  
Steve Sheldon (absent)  
Cathy Green  
Erik Weigand (absent)  
Valerie Amezcua  
Natalie Meeks (absent)  
Bruce Whitaker

**MWDOC STAFF**

Harvey De La Torre  
Melissa Baum-Haley  
Damon Micalizzi  
Joe Berg  
Charles Busslinger  
Kevin Hostert  
Tina Dubuque

**OCWD STAFF**

John Kennedy  
Adam Hutchinson  
Bruce Dosier  
Ben Smith  
Leticia Villarreal

**ALSO, PRESENT**

Linda Ackerman, MWDOC MET Director  
David Youngblood, EOCWD  
Mike Gaskins, ETWD  
Dennis Cafferty, ETWD  
Paul Weghorst, IRWD  
Peer Swam, IRWD  
Keith Van Der Maaten. LBCWD  
Jim Atkinson, Mesa Water  
Don Froelich, MNWD  
Sherry Wanninger, MNWD

Laura Freese, SMWD  
Chuck Gibson, SMWD  
Frank Ury, SMWD  
Greg Mills, SWD  
Jerry Vilander, SWD  
Brad Reese, SWD  
Brett Barbre, YLWD  
Mark Toy, YLWD  
Gene Hernandez, YLWD  
Trudi Des Roches, YLWD  
Emily Novak, SDCWA  
Dick Ackerman, Ackerman Consulting  
Martina Benitez

MWDOC Vice-President Thomas chaired the meeting. The meeting was held in person at the District offices, as well as including attendance via the Zoom Webinar application.

**TELECONFERENCE SITE**

For MWDOC, Directors McVicker and Yoo Schneider participated via teleconference location (all agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with). OCWD recorded attendance by OCWD staff.

**PUBLIC COMMENTS**

No public comments were received.

**IMPORTED WATER SUPPLY UPDATE**

Kevin Hostert, MWDOC Sr. Water Resources Analyst, updated the Boards on the current imported water supply conditions and key reservoir storage levels, noting that weak to moderate La Nina conditions are expected for the 2024/25 winter.

Following discussion, the Committee received and filed the presentation.

**GROUNDWATER BASIN UPDATE**

Chris Olsen, OCWD Executive Director of Engineering and Water Resources, provided an update on OCWD's Groundwater Basin for 2023-2024. The information included statistics on recharge, incidental recharge, GWRS recharge, the groundwater balance, and its accumulated overdraft. An update on the PFAS Treatment Systems design and construction was also provided.

The Committee received and filed the report as presented.

**STATUS UPDATE ON MWD'S BUSINESS MODEL**

Harvey De La Torre, MWDOC General Manager, explained that MET created a task force regarding the Climate Adaption Master Plan (CAMP4W) and Business Model review. This task force evaluates how projects are viewed, how Metropolitan investments are made, Metropolitan's business model, last year's budget, and the upcoming budgets. He noted that there are financial constraints and that the Board leadership asked the general managers to review Metropolitan's business model and provide recommendations for refinements to be brought to the Board for consideration and potential adoption in March. Mr. De La Torre provided a snapshot of the process thus far, which included discussing Metropolitan's current business model, identifying specific objectives and goals to be accomplished, identifying some of Metropolitan's strengths and weaknesses, and determining the next steps.

Following discussion, the Committee received and filed the report.

**BOARDROOM AV SYSTEM UPDATE**

Bruce Dosier, OCWD Director of Information Services, provided an update on the Boardroom AV System. He explained that the current AV system is no longer serviceable, and a consultant has been hired to develop a scope of work to replace that equipment. Mr. Dosier said he's been working with the MWDOC staff to help define what they want to see in the equipment. He explained the Request for Proposal (RFP) timeline, stating that they hope to make a selection in February 2025. He provided an explanation of components and features that are being looked at, such as a new screen and audio equipment. The estimated cost is approximately \$500,000.

Following discussion, the Committee received and filed the report.

### **OCWD RESILIENCE PLAN**

Adam Hutchinson, OCWD Recharge Planning Manager, provided an update on OCWD's Resilience Plan. He stated that the priorities that make up the plan were presented a few months ago, and since then, OCWD has been working on the body of the report and collaborating with MWDOC staff to get their demand numbers. With this information, the report will include projections for demand and supply going forward over the next 25 years. He advised that the draft report is complete, is being reviewed internally by staff, and is anticipated to be ready for review by the producers and the Board in a few months, with the finalized report being completed for the Board to receive and file in early 2025.

After a brief discussion, the Committee received and filed the report as presented.

### **ANY FUTURE AGENDA ITEMS**

No future agenda items were requested.

### **FUTURE COMMITTEE MEETINGS**

The next Joint Planning Meeting will be held on January 22, 2025.

### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 9:37 a.m.

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

**WATER REVENUES**

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
10/02/2024	South Coast Water District	August 2024 Water deliveries	\$ 692,240.83
10/04/2024	El Toro Water District	August 2024 Water deliveries	403,928.99
10/04/2024	City of La Palma	August 2024 Water deliveries	765.22
10/07/2024	Santa Margarita Water District (ID9)	August 2024 Water deliveries	832,178.20
10/07/2024	Santa Margarita Water District	August 2024 Water deliveries	3,167,480.62
10/08/2024	City of Garden Grove	August 2024 Water deliveries	102,465.68
10/10/2024	City of Orange	August 2024 Water deliveries	801,107.49
10/11/2024	Irvine Ranch Water District	August 2024 Water deliveries	3,247,557.57
10/11/2024	City of La Habra	August 2024 Water deliveries	160,105.37
10/11/2024	Laguna Beach County Water District	August 2024 Water deliveries	418,831.67
10/11/2024	City of San Clemente	August 2024 Water deliveries	970,197.30
10/15/2024	East Orange Co Water District	August 2024 Water deliveries	687,751.57
10/15/2024	Golden State Water Company	August 2024 Water deliveries	1,161,919.58
10/15/2024	Moulton Niguel Water District	August 2024 Water deliveries	3,181,583.71
10/15/2024	Orange County Water District	August 2024 Water deliveries	110,753.27
10/15/2024	Yorba Linda Water District	August 2024 Water deliveries	531,477.39
10/21/2024	City of Newport Beach	September 2024 Water deliveries	258,249.66
10/25/2024	City of Huntington Beach	September 2024 Water deliveries	451,529.79

**TOTAL WATER REVENUES \$ 17,180,123.91**



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

**MISCELLANEOUS REVENUES**

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
10/01/2024	Stripe	11/2/2024 Project WET Workshop	\$ 108.72
10/01/2024	Stripe	9/27/2024 OC Water Summit registrations	12,451.16
10/15/2024	City of Santa Ana	9/27/2024 OC Water Summit sponsorship	1,600.00
10/16/2024	Stantec Consulting	9/27/2024 OC Water Summit sponsorship	1,200.00
10/09/2024	Independent Special Dist of OC	Reimbursement for ISDOC Luncheon	280.91
10/03/2024	Karl Seckel	October 2024 Retiree Health insurance	187.02
10/28/2024	Steve Hedges	Nov-Dec 2024 Retiree Health insurance	89.76
10/28/2024	Stan Sprague	November 2024 Retiree Health insurance	187.02
10/01/2024	US Bank Custodial Account	September 2024 Leaders Credit Union interest payment	849.32
10/31/2024	US Bank Custodial Account	October 2024 Leaders Credit Union interest payment	824.32
10/31/2024	US Bank	Monthly Interest	91.72
10/28/2024	Santa Margarita Water District	August 2024 Smartimer rebate program	78.99
10/15/2024	City of Buena Park	August 2024 Spray to Drip rebate program	867.20
10/07/2024	Mesa Water District	August 2024 Spray to Drip rebate program	853.80
10/09/2024	City of Newport Beach	June 2024 Turf Removal and Spray to Drip rebate program	1,172.50
10/11/2024	Irvine Ranch Water District	July 2024 Turf Removal and Spray to Drip rebate program	24,467.28
10/15/2024	City of Fountain Valley	August 2024 Turf Removal and Spray to Drip rebate program	208.00
10/21/2024	City of Orange	August 2024 Turf Removal and Spray to Drip rebate program	1,413.80
10/18/2024	City of Tustin	August 2024 Turf Removal and Spray to Drip rebate program	1,352.00
10/24/2024	City of Westminster	August 2024 Turf Removal and Spray to Drip rebate program	869.50
10/04/2024	Trabuco Canyon Water District	August 2024 High Efficiency Clothes Washers rebate program	145.00
10/16/2024	El Toro Water District	August 2024 High Efficiency Clothes Washers rebate program	460.00
10/11/2024	City of San Clemente	July 2024 Turf Removal and High Efficiency Clothes Washers rebate program	5,578.00
10/07/2024	Moulton Niguel Water District	August 2024 Smartimer, Rotating Nozzles, Turf Removal and High Efficiency Clothes Washers rebate program	7,266.64
10/28/2024	City of Anaheim	Water Loss Control Technical Assistance - CY 2024	425.00
10/07/2024	City of Garden Grove	FY 2024-25 Choice Programs Billing	41,660.37
10/07/2024	Moulton Niguel Water District	FY 2024-25 Choice Programs Billing	127,691.87
10/09/2024	City of Newport Beach	FY 2024-25 Choice Programs Billing	15,359.83
10/15/2024	Yorba Linda Water District	FY 2024-25 Choice Programs Billing	32,369.10
10/04/2024	City of La Palma	Invoice #1 LCRR Service Line Inventories Project	112,711.50
10/04/2024	City of Fullerton	Invoice #3 LCRR Service Line Inventories Project	224,937.25
10/18/2024	Irvine Ranch Water District	AWIA RRA and HMP	81,350.00
10/28/2024	Santa Margarita Water District	AWIA RRA and HMP	81,350.00
10/31/2024	South Coast Water District	AWIA RRA, ERP and HMP	98,600.00
<b>TOTAL MISCELLANEOUS REVENUES</b>			<b>\$ 879,425.78</b>
<b>TOTAL REVENUES</b>			<b>\$ 18,059,549.69</b>

  
Harvey De La Torre, General Manager

  
Hilary Chumpitazi, Treasurer

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

Vendor/ Invoice	Description	Amount to Pay
<b>Core Expenditures:</b>		
<b>ACCO Engineered Systems Inc</b>		
20595100	09/01/24-11/30/24 HVAC preventative maintenance	1,882.00
<b>***Total***</b>		<b>1,882.00</b>
<b>Ackerman Consulting-Richard C Ackerman</b>		
1425	October 2024 Legal and regulatory specialized consulting services	3,500.00
<b>***Total***</b>		<b>3,500.00</b>
<b>ACWA</b>		
93024	2025 Annual Membership dues	27,150.00
<b>***Total***</b>		<b>27,150.00</b>
<b>ACWA Joint Powers Ins Auth</b>		
475	10/01/24-09/30/25 Auto and General Liability Insurance	154,926.46
<b>***Total***</b>		<b>154,926.46</b>
<b>Aleshire &amp; Wynder LLP</b>		
90289/90290	September 2024 Legal Services	367.50
<b>***Total***</b>		<b>367.50</b>
<b>Alta FoodCraft</b>		
12451201	October 2024 Coffee and tea supplies	108.20
12455087	November 2024 Coffee and tea supplies	64.16
<b>***Total***</b>		<b>172.36</b>
<b>ARC Document Solutions LLC</b>		
12628498	Digitization of historical plans	190.38
12632773	Digitization of blueprints	386.79
12633832	10/25/24 Digitization of paper maps	37.24
<b>***Total***</b>		<b>614.41</b>
<b>Assa Abloy Entrance Systems US Inc</b>		
SCI79016	Annual Gold maintenance for MWDOC entry doors	830.00
<b>***Total***</b>		<b>830.00</b>
<b>Best Best and Krieger LLP</b>		
55401-SEPT2024	September 2024 Legal Services	17,434.08
<b>***Total***</b>		<b>17,434.08</b>
<b>Brown and Caldwell</b>		
12525765	May 2024 Hydraulic model work services for Moulton Niguel Water District	305.58
<b>***Total***</b>		<b>305.58</b>

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

Vendor/ Invoice	Description	Amount to Pay
<b>Bryton Printing Inc</b>		
18129	Ricky Raindrop activity book printing for K-5 school program - Spanish	2,044.70
18130	Ricky Raindrop activity book printing for K-5 school program - English	13,991.81
<b>***Total***</b>		<b>16,036.51</b>
<b>Climatec LLC</b>		
957011227	Service call to repair main MWDOC entry door handicap bars	722.50
<b>***Total***</b>		<b>722.50</b>
<b>California Special Districts Association</b>		
352-2025	2025 Annual Membership renewal	9,548.00
<b>***Total***</b>		<b>9,548.00</b>
<b>Davis Farr LLP</b>		
2140	Professional services for Financial Audit of FY 2023-24	12,000.00
<b>***Total***</b>		<b>12,000.00</b>
<b>Dopudja &amp; Wells Consulting Inc</b>		
1747	September 2024 Consulting services on MET Strategic Issues and Priorities	3,550.00
1748	September 2024 Senior Advisory Consulting Services for State and Federal Legislative and Policy Matters	1,597.50
1749	July-September 2024 Consulting for the Development of Rate & Revenue Model for MET	13,568.75
1757	September 2024 Needs Assessment services	2,840.00
<b>***Total***</b>		<b>21,556.25</b>
<b>E Source Companies LLC</b>		
12475	September 2024 Retail Agency Technical Assistance services	10,446.06
<b>***Total***</b>		<b>10,446.06</b>
<b>Means Consulting-Edward G Means III</b>		
MWDOC-WQ-102	October 2024 Consulting services for the Water Quality Workshop	2,782.16
<b>***Total***</b>		<b>2,782.16</b>
<b>Garcias Custom Embroidery Inc</b>		
18425	Branded shirts for Ricky's 50th celebration	861.19
<b>***Total***</b>		<b>861.19</b>
<b>GovConnection Inc</b>		
75801168	ArcServe annual subscription renewal for cloud backup/storage	7,615.48
75855148	Annual renewal of Microsoft applications (Office 365 G3, Exchange Online, and Active Directory)	18,347.21
<b>***Total***</b>		<b>25,962.69</b>
<b>GTS Architecture Inc</b>		
1319	October 2024 MWDOC Office kitchen and engineering services	4,150.00
<b>***Total***</b>		<b>4,150.00</b>

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

Vendor/ Invoice	Description	Amount to Pay
<b>Hashtag Pinpoint Corporation</b>		
1904	September 2024 Social Media consultation and services	7,913.00
1905	October 2024 Social Media consultation and services	7,913.00
<b>***Total***</b>		<b>15,826.00</b>
<b>Hazen and Sawyer, DPC</b>		
11	August 2024 LCRR Service Line Inventory Project	203,530.04
12	September-October 2024 LCRR Service Line Inventory Project	128,233.28
<b>***Total***</b>		<b>331,763.32</b>
<b>Inland Group LLC</b>		
244194011	Career Brochure prints for MNWD	434.62
<b>***Total***</b>		<b>434.62</b>
<b>Jill Promotions</b>		
12367	Promotional item - Seed bomb bags	2,559.32
12371	Promotional item - Water Can Grow Kit	1,259.24
<b>***Total***</b>		<b>3,818.56</b>
<b>LastPass US LP</b>		
INV-811-3023322755	Two year subscription for password vault including advanced SSO and MFA	6,514.20
<b>***Total***</b>		<b>6,514.20</b>
<b>Las Virgenes Municipal Water Dist</b>		
AR2025045	MWD Business Model Retreat Sponsorship on 10/10/24	644.30
<b>***Total***</b>		<b>644.30</b>
<b>Lawnscape Systems Inc</b>		
449253	October 2024 Landscape Maintenance for Atrium	495.00
<b>***Total***</b>		<b>495.00</b>
<b>Phil Letrong</b>		
93024	July-September 2024 Retiree medical premium	524.10
<b>***Total***</b>		<b>524.10</b>
<b>Mega Maids Cleaning Service</b>		
13886	Deep cleaning of new breakroom	250.00
<b>***Total***</b>		<b>250.00</b>
<b>Natural Resource Results LLC</b>		
5112	October 2024 Federal Advocacy Agreement services	8,980.58
<b>***Total***</b>		<b>8,980.58</b>
<b>NDS</b>		
841138	10/04/24 Board packet delivery service	106.97
841220	10/11/24 Board packet delivery service	106.97
<b>***Total***</b>		<b>213.94</b>

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

Vendor/ Invoice	Description	Amount to Pay
<b>Novatech Inc</b>		
5969	Payment of remaining balance on video surveillance system, four cameras and network recording system	2,461.76
<b>***Total***</b>		<b>2,461.76</b>
<b>ODP Business Solutions LLC</b>		
386533830001	10/07/24 Office supplies	151.47
387937185001	10/14/24 Office supplies	34.14
387937520001	10/14/24 Office supplies	21.74
390276619001	10/11/24 Office supplies	117.77
390277897001	10/11/24 Office supplies	26.85
390341987001	10/21/24 Office supplies	109.89
<b>***Total***</b>		<b>461.86</b>
<b>Office Solutions</b>		
I-02245835	08/15/24 Office supplies	48.75
I-02248833	08/27/24 Office supplies	87.11
I-02248879	08/27/24 Office supplies	83.50
I-02259579	10/07/24 Office supplies	122.21
I-02260468	10/10/24 Desk name plate for staff	19.30
I-02262088	10/16/24 Office Supplies	310.30
I-02266265	11/01/24 Business cards for staff	51.93
<b>***Total***</b>		<b>723.10</b>
<b>Orange County Water District</b>		
26838	September 2024 Postage, shared office & maintenance expense	21,918.40
<b>***Total***</b>		<b>21,918.40</b>
<b>Packet Fusion Inc</b>		
SLSI-1008230	Hardware component to connect Zoom Phone system to overhead paging	110.48
<b>***Total***</b>		<b>110.48</b>
<b>PlanetBids Inc</b>		
1023665	Annual service for Bid support	4,336.74
<b>***Total***</b>		<b>4,336.74</b>
<b>Predict Success-Anne Sandberg</b>		
5452919	25 Harrison Assessments for staff	950.00
<b>***Total***</b>		<b>950.00</b>
<b>CR Music Service Inc</b>		
WS-1	National Anthem performance for OC Water Summit on 09/27/24	300.00
<b>***Total***</b>		<b>300.00</b>
<b>Budget Blinds of Huntington Beach North</b>		
2405	Roller solar shades for the breakroom	4,761.98
<b>***Total***</b>		<b>4,761.98</b>

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

Vendor/ Invoice	Description	Amount to Pay
<b>SMS Datacenter-Groupo SMS USA LLC</b>		
41157	November 2024 IT support services	4,590.00
41246	Professional services to troubleshoot Cisco phone disruption	1,650.00
<b>***Total***</b>		<b>6,240.00</b>
<b>Mary Snow</b>		
93024	July-September 2024 Retiree medical premium	524.10
<b>***Total***</b>		<b>524.10</b>
<b>Soto Resources-Joey C Soto</b>		
GA-OCT-94	October 2024 Grant Research and Acquisition	3,250.00
GA-SEP-93	September 2024 Grant Research and Acquisition	3,250.00
<b>***Total***</b>		<b>6,500.00</b>
<b>Spectrum Specialties and Awards</b>		
37967	MWDOC branded apparel for staff	1,665.84
<b>***Total***</b>		<b>1,665.84</b>
<b>Syrus Devers Advocacy LLC</b>		
1077	October 2024 State Legislative Advocacy services	8,000.00
<b>***Total***</b>		<b>8,000.00</b>
<b>The Centre of Organization Effectiveness</b>		
TCFOE4866	October 2024 Foundations In Excellence virtual conference training for nine staff members	4,941.00
<b>***Total***</b>		<b>4,941.00</b>
<b>The Westin South Coast Plaza</b>		
84SC7022072	Final charges for 09/27/24 OC Water Summit	29,458.00
<b>***Total***</b>		<b>29,458.00</b>
<b>Triangle Decon Services Inc</b>		
2024-36	Final payment - Retainage of Breakroom remodel & trellis removal	8,309.35
<b>***Total***</b>		<b>8,309.35</b>
<b>Verne's Plumbing Inc</b>		
12466033	Descale main sewer line	1,475.00
<b>***Total***</b>		<b>1,475.00</b>
<b>Water Quality &amp; Treatment Solutions Inc</b>		
24-3772	Water Quality Workshop services on 10/01/24	5,000.00
<b>***Total***</b>		<b>5,000.00</b>
<b>Whittingham Public Affairs Advisors-WPAA</b>		
2679	November 2024 Strategic guidance on local & regional issues	7,500.00
<b>***Total***</b>		<b>7,500.00</b>
<b>Total Core Expenditures</b>		<b>796,349.98</b>

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

Vendor/ Invoice	Description	Amount to Pay
<b>Choice Expenditures:</b>		
<b>Building Block Entertainment Inc</b>		
3835-2	October 2024 Choice Elementary School Program K-2	23,310.00
<b>***Total***</b>		<b>23,310.00</b>
<b>Jill Promotions</b>		
12363	10/09/24 Supplies for Water Loss Control Shared Services	228.53
<b>***Total***</b>		<b>228.53</b>
<b>Mission RCD</b>		
3458	October 2024 Field inspection and verification for Water Use Efficiency rebate programs	2,404.50
<b>***Total***</b>		<b>2,404.50</b>
<b>Orange County Dept of Education</b>		
94UI0380	September 2024 Choice School Program for Grades 3-8	8,984.46
<b>***Total***</b>		<b>8,984.46</b>
<b>Orange County Water District</b>		
26838	September 2024 Postage for Water Use Efficiency rebate programs	48.47
<b>***Total***</b>		<b>48.47</b>
<b>Red Wing Business Advantage Account</b>		
2.0241E+13	Boots for Water Loss Control Technicians	796.64
<b>***Total***</b>		<b>796.64</b>
<b>Westerly Meter Service Co.-Lane M Matsuno</b>		
17688	October 2024 Meter Accuracy Testing for Garden Grove	2,000.00
17691	September 2024 Meter Accuracy Testing for Fountain Valley	2,800.00
17693	October 2024 Meter Accuracy Testing for Seal Beach	2,070.00
17694	October 2024 Meter Accuracy Testing for Mesa Water District	2,200.00
17708	October 2024 Meter Accuracy Testing for Mesa Water District	1,600.00
<b>***Total***</b>		<b>10,670.00</b>
<b>Total Choice Expenditures</b>		<b>46,442.60</b>
<b>Other Funds Expenditures:</b>		
<b>E Source Companies LLC</b>		
12475	September 2024 Retail Agency Technical Assistance services	28,570.00
<b>***Total***</b>		<b>28,570.00</b>
<b>Herndon Solutions Group LLC</b>		
INV-0000009076	September 2024 services to assist with the American Water Infrastructure Act compliance	60,000.00
<b>***Total***</b>		<b>60,000.00</b>

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

Vendor/ Invoice	Description	Amount to Pay
Mission RCD 3458	October 2024 Field inspection and verification for Water Use Efficiency rebate programs	11,412.88
***Total***		<u>11,412.88</u>
Santa Margarita Plumbing & Air 16167-40536	September 2024 services for the Pressure Regulating Valve Replacement Program	1,231.92
***Total***		<u>1,231.92</u>
Total Other Funds Expenditures		<u>101,214.80</u>
Total Expenditures		<u><u>944,007.38</u></u>



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

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Core Disbursements:</b>				
<b>Tiffany Baca</b>				
10/31/2024	EFT	82724	August 2024 Business expense	121.94
10/31/2024	EFT	92624	September 2024 Business expense	617.71
<b>***Total***</b>				<b>739.65</b>
<b>Heather Baez</b>				
10/31/2024	EFT	92424	September 2024 Business expense	210.46
<b>***Total***</b>				<b>210.46</b>
<b>Joseph Berg</b>				
10/31/2024	EFT	92524	September 2024 Business expense	34.47
<b>***Total***</b>				<b>34.47</b>
<b>Charles Busslinger</b>				
10/31/2024	EFT	92324	September 2024 Business expense	69.73
<b>***Total***</b>				<b>69.73</b>
<b>Cristal Castro</b>				
10/31/2024	EFT	92724	September 2024 Business expense	28.14
<b>***Total***</b>				<b>28.14</b>
<b>Hilary Chumpitazi</b>				
10/31/2024	EFT	81424	August 2024 Business expense	107.89
10/31/2024	EFT	90824	September 2024 Business expense	40.95
<b>***Total***</b>				<b>148.84</b>
<b>Corodata Records Management Inc</b>				
10/31/2024	EFT	7034989	September 2024 Records Storage Fee	70.17
<b>***Total***</b>				<b>70.17</b>
<b>Larry Dick</b>				
10/31/2024	EFT	92924	September 2024 Business expense	119.47
<b>***Total***</b>				<b>119.47</b>
<b>Tina Dubuque</b>				
10/31/2024	EFT	93024	September 2024 Business expense	291.64
<b>***Total***</b>				<b>291.64</b>
<b>Tina Jocelyn Fann</b>				
10/31/2024	EFT	92524	September 2024 Business expense	116.03
<b>***Total***</b>				<b>116.03</b>
<b>Maribeth Goldsby</b>				
10/31/2024	EFT	100424	October 2024 Business expense	35.99
<b>***Total***</b>				<b>35.99</b>
<b>Melissa Haley</b>				
10/31/2024	EFT	93024	September 2024 Business expense	192.66
<b>***Total***</b>				<b>192.66</b>

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

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Al Nederhood</b>				
10/31/2024	EFT	92724	September 2024 Business expense	208.45
<b>***Total***</b>				<b>208.45</b>
<b>Rachel Orejel</b>				
10/22/2024	EFT	92524	September 2024 Business expense	73.11
<b>***Total***</b>				<b>73.11</b>
<b>Petty Cash</b>				
10/31/2024	143579	JUL-SEPT24	07/10/24-09/19/24 Petty cash reimbursement	146.06
<b>***Total***</b>				<b>146.06</b>
<b>Megan Schneider</b>				
10/31/2024	EFT	91824	September 2024 Business expense	50.50
<b>***Total***</b>				<b>50.50</b>
<b>Karl Seckel</b>				
10/31/2024	EFT	92724	September 2024 Business expense	50.25
<b>***Total***</b>				<b>50.25</b>
<b>Nathan Shepherd</b>				
10/31/2024	EFT	92724	September 2024 Business expense	95.73
<b>***Total***</b>				<b>95.73</b>
<b>Spectrum Business</b>				
10/07/2024	143537	188955001092124	October 2024 Telephone and internet expense	1,499.00
10/31/2024	143581	188955001102124	November 2024 Telephone and internet expense	1,500.47
<b>***Total***</b>				<b>2,999.47</b>
<b>US Bank</b>				
10/31/2024	143583	2978/4192/8910-SEPT24	08/23/24-09/23/24 Cal Card Charges	33,555.81
<b>***Total***</b>				<b>33,555.81</b>
<b>Verizon Wireless</b>				
10/07/2024	143538	9974619993	September 2024 4G Mobile broadband unlimited service	114.03
<b>***Total***</b>				<b>114.03</b>
<b>Katie Vincent</b>				
10/31/2024	EFT	92724	September 2024 Business expense	57.60
<b>***Total***</b>				<b>57.60</b>
<b>Total Core Disbursements</b>				<b>39,408.26</b>
 <b>Choice Disbursements:</b>				
<b>Petty Cash</b>				
10/31/2024	143579	JUL-SEPT24	07/10/24-09/19/24 Petty cash reimbursement	8.00
<b>***Total***</b>				<b>8.00</b>

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

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>US Bank Voyager Fleet Systems</b>				
10/16/2024	EFT	8694349932439	08/25/24-09/24/24 Fuel for Water Loss Control Shared Services	775.30
<b>***Total***</b>				<b>775.30</b>
<b>Total Choice Disbursements</b>				<b>783.30</b>
 <b>Other Funds Disbursements:</b>				
<b>Mesa Water District</b>				
10/16/2024	EFT	11573	August 2024 Credit for Local Resources program	58,597.05
<b>***Total***</b>				<b>58,597.05</b>
<b>Metropolitan Water District</b>				
10/31/2024	EFT	10312024 11595	August 2024 Water deliveries	17,947,853.42
<b>***Total***</b>				<b>17,947,853.42</b>
<b>Santiago Aqueduct Commission</b>				
10/31/2024		143580 82024	August 2024 SAC Pipeline Operation Surcharge	2,540.75
<b>***Total***</b>				<b>2,540.75</b>
<b>Santa Margarita Water District</b>				
10/31/2024	EFT	82024	August 2024 SCP Operation Surcharge	39,888.44
<b>***Total***</b>				<b>39,888.44</b>
<b>Spray to Drip Rebate</b>				
10/17/2024		143558 S2D7-C-IRWD-51143-23411	Irvine Company Spectrum Office	10,000.00
10/17/2024		143548 S2D7-C-O-48275-23462	Chapman University	2,716.00
10/17/2024		143553 S2D7-C-SB-49544-22258	Golden Rain Foundation	8,140.00
10/17/2024		143546 S2D7-R-HB-54540-23498	J. Blouin	582.00
10/17/2024		143550 S2D7-R-IRWD-54443-23457	J. Chen	321.00
10/17/2024		143556 S2D7-R-IRWD-54480-23470	L. Ho	313.00
10/17/2024		143568 S2D7-R-LH-54339-23373	S. Murphy	2,683.94
10/17/2024		143562 S2D7-R-O-54229-23347	L. Liao	3,208.00
10/17/2024		143569 S2D7-R-SM-54256-23336	C. Nguyen	1,055.00
10/17/2024		143564 S2D7-R-TUST-41259-23362	C. Little	1,010.00
10/17/2024		143565 S2D7-R-TUST-41260-23364	C. Little	1,106.00
<b>***Total***</b>				<b>31,134.94</b>
<b>TICIC Sub LLC</b>				
10/31/2024		143582 WSP5070	First WSIP Payment for installation of WaterCompass water monitoring and leak detection at Irvine Company office building in Newport Beach - Phase 2 of the WaterCompass Projects	600.00
<b>***Total***</b>				<b>600.00</b>
<b>Turf Rebate</b>				
10/17/2024		143561 TR16-R-IRWD-51685-50158	C. Lee	4,200.00
10/17/2024		143560 TR17-C-ETWD-48768-52905	Laguna Hills Office Park	44,862.00
10/17/2024		143570 TR17-C-IRWD-48768-52912	Rivian Automotive LLC	126,153.50
10/17/2024		143559 TR17-C-IRWD-51143-52916	Irvine Company Spectrum Office	29,502.00
10/17/2024		143555 TR17-C-IRWD-54327-52831	Hidden Canyon Community Assoc	20,715.00
10/17/2024		143549 TR17-C-O-48275-53031	Chapman University	8,556.00
10/17/2024		143554 TR17-R-FV-54435-52980	K. Harvey	1,446.00

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

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Turf Rebate (continued)</b>				
10/17/2024	143547	TR17-R-HB-54540-53130	J. Blouin	2,877.00
10/17/2024	143551	TR17-R-IRWD-54443-53012	J. Chen	1,490.00
10/17/2024	143557	TR17-R-IRWD-54480-53040	L. Ho	1,490.00
10/17/2024	143552	TR17-R-MNT-51871-50357	M. Gazori	812.00
10/17/2024	143545	TR17-R-MNT-54360-52880	V. Balali	1,020.00
10/17/2024	143563	TR17-R-O-54229-52716	L. Liao	6,818.00
10/17/2024	143566	TR17-R-TUST-41259-52774	C. Little	3,015.00
10/17/2024	143567	TR17-R-TUST-41260-52775	C. Little	3,486.00
<b>***Total***</b>				<b>256,442.50</b>
<b>US Bank</b>				
10/31/2024	143583	1629-SEPT24	08/23/24-09/23/24 Cal Card Charges - WEROC	5,510.57
<b>***Total***</b>				<b>5,510.57</b>
<b>Verizon Wireless</b>				
10/07/2024	143538	9974619993	September 2024 4G Mobile broadband unlimited service	116.03
<b>***Total***</b>				<b>116.03</b>
<b>Total Other Funds Disbursements</b>				<b>18,342,683.70</b>
<b>Total Disbursements</b>				<b>18,382,875.26</b>

*melina baum-haley for*  
 \_\_\_\_\_  
 Harvey De La Torre, General Manager

*Hilary Chumpitazi*  
 \_\_\_\_\_  
 Hilary Chumpitazi, Treasurer

**Cal Card Charges**  
**Statement Date: September 23, 2024**  
**Payment Date: October 31, 2024**

Date	Description	Amount
<b>General Manager Card:</b>		
7/10/2024	MET Meeting in Los Angeles on 07/08/24 - Accommodations for A. Heide - Credit refund	(100.00)
8/21/2024	Watershed Wise Landscape Professional Certification at SoCal Gas in Downey, CA from 11/06/24 - 11/07/24 Registration for A. Renteria Solis & M. Hurtado	150.00
8/23/2024	Urban Water Institute Annual Water Conference in San Diego, CA from 08/21/24-8/23/24 - Parking charge for A. Nederhood	41.30
8/23/2024	Urban Water Institute Annual Water Conference in San Diego, CA from 08/21/24-08/23/24 - Parking charge for D. Micalizzi	41.30
8/27/2024	Lunch for Water Quality and Operations Management Workshop on 08/29/24	1,311.49
8/28/2024	08/27/24-08/28/24 Meals for H. De La Torre's meetings	80.75
8/29/2024	CalWEP Board Meeting & Plenary Meeting in San Luis Obispo on 08/27/24-08/29/24 - Accommodations for J. Berg & R. Davis	772.29
8/30/2024	ACWA Fall Conference 2024 in Palm Desert, CA from 12/03/24-12/05/24 - Registration for A. Nederhood, M. Yoo Schneider, J. Thomas, & R. Crane	3,596.00
8/30/2024	ACWA Fall Conference 2024 in Palm Desert, CA from 12/03/24-12/05/24 - Registration for H. De La Torre & D. Micalizzi	1,798.00
9/03/2024	Virtual Workshop: Financial Management for Special Districts from 10/30/24-10/31/24 - Registration for C. Harris	155.00
9/05/2024	Urban Water Institute Annual Water Conference in San Diego, CA from 08/21/24-8/23/24 - Refund of Accommodations for J. Thomas	(539.20)
9/05/2024	Virtual Workshop: Organizational Development from 10/02/24-10/03/24 - Registration for M. Baum-Haley & C. Harris	460.00
9/06/2024	AWWA - Water Use Efficiency Practitioner (WUEP) Certification - M. Hurtado	280.00
9/06/2024	ACWA Region 10 Event - Addressing Water Quality Challenges: Present and Future in Yorba Linda, CA on 10/15/24 - Registration for L. Dick	75.00
9/11/2024	AWWA Annual Fall Conference 2024 in Reno, NV from 10/21/24-10/24/24 - Airfare flight change for R. Davis	4.00
9/12/2024	CSDA Annual Conference in Indian Wells, CA from 09/09/24-09/12/24 - Accommodations for H. Baez & D. Micalizzi	1,176.69
9/18/2024	CSDA Virtual Workshop: Supervisory Skills for the Public Sector - Registration for M. Baum-Haley	180.00
9/19/2024	09/05/24-09/19/24 Meals for H. De La Torre's meetings	168.80
9/19/2024	Watersmart Innovations 2024 in Las Vegas, NV from 09/24/24-09/26/24 - Accommodations for T. Fann	246.10
<b>Total:</b>		<b>9,897.52</b>

**Public Affairs Card:**

8/21/2024	Breakfast supplies for Inspection Trip on 08/26/24	66.00
8/23/2024	Urban Water Institute Conference on 08/21/24-08/23/24 - Meals for D. Micalizzi, A. Nederhood, & guest	525.46
8/27/2024	Supplies for Ricky's 50th Celebration	172.72
8/29/2024	Branded Padfolios for OC Water Summit 09/27/24	429.45
8/29/2024	California Association of Public Information Officials annual membership renewal for S. Wilson	275.00
8/30/2024	September 2024 Open AI monthly subscription, language processing tool	20.00
9/03/2024	September 2024 Monthly Public Storage Unit for Public Affairs	706.00
9/03/2024	Flipsnack subscription for the OC Summit digital program on 09/27/24	48.00
9/04/2024	Girl Scouts of Orange County STEM Expo Exhibitor Registration	50.00
9/07/2024	Domain Registration for OCWaterSmartParks.com	19.00
9/12/2024	CSDA Conference on 09/09/24-09/12/24 - Meals for D. Micalizzi	224.62

**Cal Card Charges**  
**Statement Date: September 23, 2024**  
**Payment Date: October 31, 2024**

Date	Description	Amount
<b>Public Affairs Card (continued)</b>		
9/13/2024	Poll everywhere - Online polling system for OC Water Summit on 09/27/24	249.00
9/14/2024	Balloons for Ricky's 50th Celebration on 09/18/24	113.91
9/15/2024	Supplies for Ricky's 50th Celebration on 09/18/24	18.25
9/15/2024	OC Summit decor - Tealights and sea glass	125.02
9/17/2024	Cake for Ricky's 50th Celebration	72.99
9/17/2024	09/27/24 OC Water Summit decor for speaker gift bags	37.67
9/18/2024	Sun tent shelter for community events	125.31
9/18/2024	Bluetooth speaker for community events	41.82
9/19/2024	09/20/24 Inspection Trip breakfast	87.35
9/19/2024	Frosted blue green sea glass cups for OC Water Summit on 09/27/24	101.79
9/20/2024	Airport parking fee for inspection trip	4.00
9/20/2024	Inspection Trip coffee	88.00
9/21/2024	PRSA Membership renewal for T. Baca	342.00
<b>Total:</b>		<b>3,943.36</b>

**WEROC Card:**

7/28/2024	Samsung Book 4 laptop for WEROC staff	3,866.48
8/06/2024	Fraudulent charge - Credit to reverse transaction	(1,933.54)
8/29/2024	Supplies for WEROC mobile command unit for incident response	1,310.74
9/03/2024	Supplies for WEROC mobile command unit for incident response	293.21
9/04/2024	Purchase of CalOES/CSTI WEROC G611 Series Training Certificates for trainings on 06/04/24, 06/18/24-06/20/24, 07/09/24	1,321.31
9/09/2024	CalOES/FBI Water Defense Workshop on 09/09/24 in Sacramento, CA - Airfare flight change for V. Osborn from original Southwest Airlines ticket booking on 8/13/2024 due to Airport Fire	172.00
9/10/2024	Lunch V. Osborn and G. Landeros while working on the Airport Fire	27.97
9/16/2024	WEROC Tactical Jackets logo embroidery for G. Landeros and J. Schunk for WEROC trainings, exercises, and field use	226.24
9/20/2024	Supplies for WEROC mobile command unit for incident response	226.16
<b>Total:</b>		<b>5,510.57</b>

**Administration Card:**

8/23/2024	Two wireless mouse devices for staff	42.96
8/24/2024	Toll Road replenishment charge for Water Loss Control Shared Services vehicles	100.00
8/24/2024	07/25/24-08/24/24 Monthly web hosting and database charges	152.99
8/24/2024	Annual subscription to hold video surveillance for server room	49.99
8/26/2024	AccuFund Accounting Suite annual maintenance and license renewal	5,521.50
8/30/2024	Flowers for staff member	116.08
9/02/2024	09/02/24-10/01/24 Zoom Video Communications fee with audio licenses	188.92
9/03/2024	UPS Store - Box to package Water Loss Control equipment for repair	8.41
9/03/2024	Office supplies return	(31.50)
9/03/2024	Lunch for management staff meeting	230.00
9/03/2024	Jade Cleaners - Tablecloths cleaned used for the Water Quality Workshop on 08/29/24	45.00
9/04/2024	Deposit for 2024 MWDOC Staff Holiday Luncheon at the Rusty Pelican on 12/18/24	500.00
9/05/2024	Office supplies	105.55
9/05/2024	Water Loss Control Workgroup catering on 09/10/24	1,073.29

**Cal Card Charges**  
**Statement Date: September 23, 2024**  
**Payment Date: October 31, 2024**

Date	Description	Amount
<b>Administration Card (continued)</b>		
9/06/2024	Three Dell desktop computers for staff	4,560.06
9/06/2024	September 2024 Telephone expense for one fax line - To be reimbursed once equipment is returned	39.99
9/06/2024	Office supplies	156.92
9/08/2024	Office supplies	214.44
9/09/2024	Supply order	208.05
9/10/2024	Lunch for Lunch & Learn meeting on 09/12/24	444.17
9/12/2024	Office supplies	107.32
9/12/2024	ESRI annual license renewals for WEROC, Water Use Efficiency Choice, Water Loss Control Choice, and Engineering	4,215.00
9/13/2024	Toll Road replenishment charge for Water Loss Control Shared Services vehicles	100.00
9/13/2024	AquaTest T10 repairs for Water Loss Control equipment	247.20
9/13/2024	Office supplies return	(32.58)
9/14/2024	Office supplies	290.99
9/16/2024	Office supplies	44.55
9/17/2024	September 2024 Wireless Internet Backup	45.00
9/17/2024	Monthly service charge for immutable storage of LaserFiche	35.15
9/17/2024	Employee 10-year anniversary gift card	100.00
9/18/2024	Lunch for HR member agency meeting on 09/26/24	436.45
9/19/2024	09/19/24-10/19/24 Monthly fax service charge	10.00
9/20/2024	Picture frames for board of directors	89.03
9/22/2024	Canva annual subscription renewal	300.00
<b>Total:</b>		<b>19,714.93</b>

**Municipal Water District of Orange County  
GM Approved Disbursement Report <sup>(1)</sup>  
For the Month of October 2024**

Name/ Date	Check/ EFT	Invoice	Description	Amount
<b>Core Disbursements:</b>				
<b>Steve Hedges</b>				
10/31/2024	EFT	100324	July-September 2024 Retiree medical premium	524.10
***Total***				<u>524.10</u>
<b>Keith Lyon</b>				
10/31/2024	143574	100324	July-September 2024 Retiree medical premium	1,048.20
***Total***				<u>1,048.20</u>
<b>Office Solutions</b>				
10/31/2024	EFT	I-02248892	08/27/24 Supplies for Water Quality Workshop held on 08/29/24	45.72
***Total***				<u>45.72</u>
<b>Triangle Decon Services Inc</b>				
10/31/2024	EFT	2024-31	September 2024 Breakroom remodel	4,987.50
***Total***				<u>4,987.50</u>
<b>Total Core Disbursements</b>				<u>6,605.52</u>
<b>Total Disbursements</b>				<u><u>6,605.52</u></u>

  
 \_\_\_\_\_  
 Harvey De La Torre, General Manager

  
 \_\_\_\_\_  
 Hilary Chumpitazi, Treasurer

<sup>(1)</sup> 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  
September 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	\$ 352,707	1.70%
Pension 115 Trust	1,999,765	9.62%
Total Restricted Reserves	\$2,352,472	11.32%
Designated Reserves		
Operating Reserves	\$3,819,350	18.37%
Election Reserve	1,146,947	5.51%
OPEB Reserve	297,147	1.43%
Total Designated Reserves	\$5,263,444	25.31%
General Operations Fund	\$13,415,823	64.51%
Water Purchase Payments Fund	1,285,909	6.18%
Conservation Fund	(1,540,424)	(7.41%)
Trustee Activities - AMP	18,141	0.09%
Total Other Funds	\$13,179,449	63.37%
<b>Total</b>	<b>\$20,795,365</b>	<b>100.00%</b>

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	2.55%	\$ 530,770	\$ 530,770
Pension 115 Trust	9.62%	1,999,765	1,999,765
Short-term investment			
• LAIF	52.09%	10,832,275	10,832,275
• OCTP	20.83%	4,332,590	4,332,590
Long-term investment			
• US Government Issues	1.20%	249,965	239,292
• Corporate Bond	5.77%	1,200,000	1,157,911
• Certificates of Deposit	7.94%	1,650,000	1,664,964
<b>Total</b>	<b>100.00%</b>	<b>\$20,795,365</b>	<b>\$20,757,567</b>

The average number of days to maturity/call as of September 30, 2024, equaled 137 and the average yield to maturity is 4.201%. During the month of September 2024, the District's average daily balance was \$31,221,039.12. 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 (\$37,798) difference between the book value and the market value on September 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

Street Address:  
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 September 30, 2024

9/30/2024	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,650,000.00	1,664,964.00	1,650,000.00	9.03	1,332	3.656
Corporate Bond	1,200,000.00	1,157,910.50	1,200,000.00	6.57	227	1.518
US Government Issues	250,000.00	239,292.50	249,965.60	1.37	57	0.860
Local Agency Investment Funds	10,832,274.65	10,832,274.65	10,832,274.65	59.31	1	4.575
Orange County Treasurer's Pool	4,332,590.41	4,332,590.41	4,332,590.41	23.72	1	4.410
<b>Total Investments</b>	<b>18,264,865.06</b>	<b>18,227,032.06</b>	<b>18,264,830.66</b>	<b>100.00</b>	<b>137</b>	<b>4.201</b>
<b>Cash</b>						
Cash	530,769.74	530,769.74	530,769.74		1	0.00
Pension 115 Trust	1,999,764.90	1,999,764.90	1,999,764.90		1	0.00
<b>Total Cash and Investments</b>	<b>20,795,399.70</b>	<b>20,757,566.70</b>	<b>20,795,365.30</b>		<b>137</b>	<b>4.201</b>

<b>Total Earnings</b>	<b>Month Ending September</b>	<b>Fiscal Year to Date</b>
<b>Current Year</b>	<b>111,800.48</b>	<b>266,689.58</b>
<b>Average Daily Balance</b>	<b>31,221,039.12</b>	
<b>Effective Rate of Return</b>	<b>4.201%</b>	

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

*Harvey De La Torre*  
Harvey De La Torre, General Manager

11-07-2024

Date

*Hilary Chumbitazi*  
Hilary Chumbitazi, Treasurer

11/07/2024

Date

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

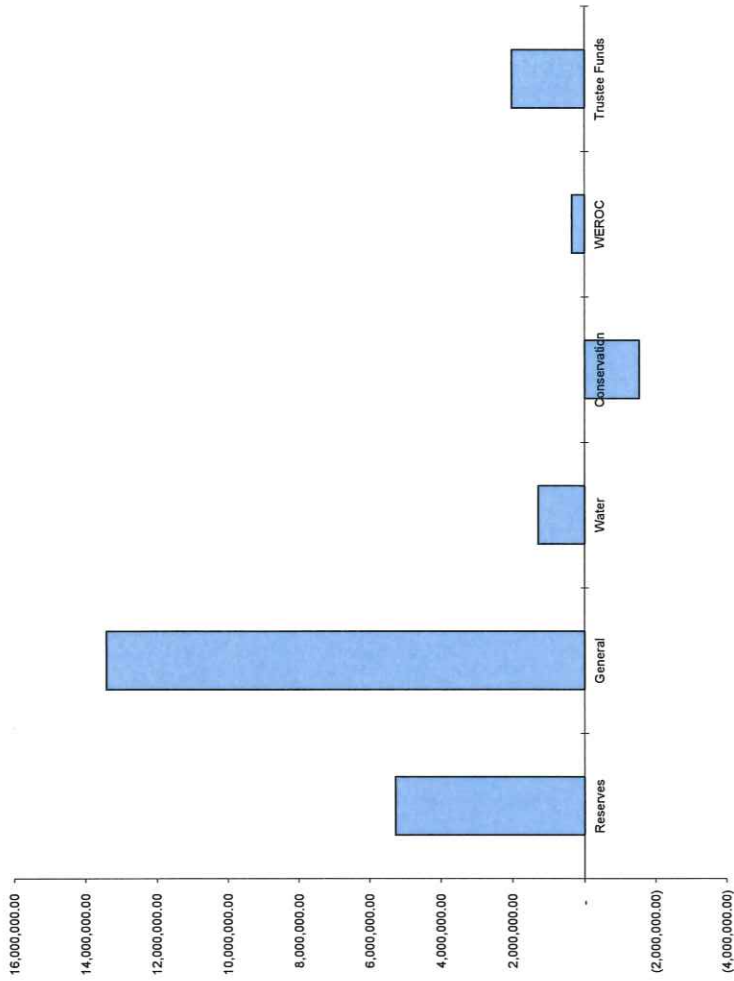
Issuer	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
<b>Negotiable Certificate Of Deposit</b>									
American Express Bank	02589ADE9	7/20/2022	200,000.00	197,540.00	200,000.00	3.350	3.350	1,023	7/20/2027
Discover Bank	2546736R2	7/26/2023	250,000.00	257,922.50	250,000.00	4.500	4.500	1,393	7/24/2028
Leaders Credit Union	52171MAN5	8/30/2024	250,000.00	254,047.50	250,000.00	3.850	3.850	1,795	8/30/2029
Magyar Bank	55977RCD3	7/30/2024	250,000.00	255,010.00	250,000.00	4.100	4.100	1,764	7/30/2029
Sallie Mae Bank	7954507A7	7/14/2021	200,000.00	190,244.00	200,000.00	1.000	1.000	652	7/14/2026
State Bank of India	8662852Q3	8/10/2023	250,000.00	261,275.00	250,000.00	4.550	4.550	1,410	8/10/2028
Toyota Financial SGS Bank	89235MPD7	9/27/2022	250,000.00	248,925.00	250,000.00	3.650	3.650	1,087	9/22/2027
<b>Sub Total</b>			<b>1,650,000.00</b>	<b>1,664,964.00</b>	<b>1,650,000.00</b>	<b>3.656</b>	<b>3.656</b>	<b>1,332</b>	
<b>US Government Issues</b>									
FHLB	3130ALGR9	3/1/2021	250,000.00	239,292.50	249,965.60	0.850	0.860	57	2/26/2026
<b>Sub Total</b>			<b>250,000.00</b>	<b>239,292.50</b>	<b>249,965.60</b>	<b>0.850</b>	<b>0.860</b>	<b>57</b>	
<b>Corporate Bond</b>									
Bank of America Corp	06048WK41	12/7/2020	250,000.00	238,567.50	250,000.00	0.850	0.800	421	11/25/2025
Citigroup Global Markets	17328WFZ6	9/16/2020	250,000.00	240,592.50	250,000.00	1.000	1.000	77	9/16/2025
JP Morgan Chase	48128GV56	8/18/2020	250,000.00	239,727.50	250,000.00	0.800	0.800	322	8/18/2025
Morgan Stanley Fin LLC	61766YKH3	6/29/2022	200,000.00	198,538.00	200,000.00	4.500	4.500	272	6/29/2027
Societe Generale	83369MD25	8/19/2020	250,000.00	240,485.00	250,000.00	1.300	1.088	50	8/19/2025
<b>Sub Total</b>			<b>1,200,000.00</b>	<b>1,157,910.50</b>	<b>1,200,000.00</b>	<b>1.573</b>	<b>1.518</b>	<b>227</b>	
<b>Total Investments</b>			<b>3,100,000.00</b>	<b>3,062,167.00</b>	<b>3,099,965.60</b>	<b>2.623</b>	<b>2.603</b>	<b>801</b>	
<b>Total Earnings</b>									
			<b>Month Ending September</b>	<b>Fiscal Year To Date</b>					
Current Year			7,466.62	19,935.39					

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

Investments	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
<b>Local Agency Investment Funds</b>									
LAIF LGIP	LAIF	6/30/2010	10,832,274.65	10,832,274.65	10,832,274.65	4.575	4.575	1	N/A
<b>Sub Total</b>			<b>10,832,274.65</b>	<b>10,832,274.65</b>	<b>10,832,274.65</b>	<b>4.575</b>	<b>4.575</b>	<b>1</b>	
<b>Orange County Treasurer's Pool</b>									
County of Orange LGIP	OCIP	6/29/2005	4,332,590.41	4,332,590.41	4,332,590.41	4.410	4.410	1	N/A
<b>Sub Total</b>			<b>4,332,590.41</b>	<b>4,332,590.41</b>	<b>4,332,590.41</b>	<b>4.410</b>	<b>4.410</b>	<b>1</b>	
<b>Total Investments</b>			<b>15,164,865.06</b>	<b>15,164,865.06</b>	<b>15,164,865.06</b>	<b>4.528</b>	<b>4.528</b>		
<b>Cash</b>									
Petty Cash Cash	CASH	7/1/2010	500.00	500.00	500.00	0.000	0.000	1	N/A
US Bank Cash	CASHUSBANK	7/25/2018	530,269.74	530,269.74	530,269.74	0.000	0.000	1	N/A
Pension 115 Trust	PENSION115TRUST	7/31/2018	1,999,764.90	1,999,764.90	1,999,764.90	0.000	0.000	1	N/A
<b>Total Cash</b>			<b>2,530,534.64</b>	<b>2,530,534.64</b>	<b>2,530,534.64</b>	<b>0.000</b>	<b>0.000</b>	<b>1</b>	
<b>Total Cash and Investments</b>			<b>17,695,399.70</b>	<b>17,695,399.70</b>	<b>17,695,399.70</b>	<b>4.528</b>	<b>4.528</b>	<b>1</b>	
<b>Total Earnings</b>									
Current Year			Month Ending September	Fiscal Year To Date					
			104,333.86	246,754.19					

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

ALLOCATION	AMOUNT	%
<b>MWDOC</b>		
Restricted Reserves		
WEROC Operating Fund	\$ 352,707	1.70%
Pension 115 Trust	1,999,765	9.62%
Total Restricted Reserves	\$ 2,352,472	11.32%
Designated Reserves		
Operating Reserve	\$ 3,819,350	18.37%
Election Reserve	1,146,947	5.51%
OPEB Reserve	297,147	1.43%
Total Designated Reserves	\$ 5,263,444	25.31%
General Operations Fund	\$ 13,415,823	64.51%
Water Purchase Payments Fund	\$ 1,285,909	6.18%
Conservation Fund	(1,540,424)	-7.41%
Total Other Funds	\$ 13,161,308	63.28%
<b>TOTAL MWDOC</b>	<b>\$ 20,777,224</b>	<b>99.91%</b>
<b>TRUSTEE ACTIVITIES</b>		
AMP Sales Admin	\$ 18,141	0.09%
<b>TOTAL TRUSTEE ACTIVITIES</b>	<b>\$ 18,141</b>	<b>0.09%</b>
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>\$ 20,795,365</b>	<b>100.00%</b>



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

Account Report for the Period  
 9/1/2024 to 9/30/2024

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

Account Summary

Source	Balance as of 9/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 9/30/2024
OPEB	\$2,976,670.47	\$0.00	\$42,188.07	\$1,445.25	\$0.00	\$0.00	\$3,017,413.29
PENSION	\$2,079,910.24	\$0.00	\$29,478.37	\$1,009.85	\$0.00	\$0.00	\$2,108,378.76
Totals	\$5,056,580.71	\$0.00	\$71,666.44	\$2,455.10	\$0.00	\$0.00	\$5,125,792.05

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	1.42%	5.59%	21.67%	3.80%	6.87%	6.33%	10/26/2011
PENSION	1.42%	5.59%	21.67%	3.82%	6.85%	-	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, 2024 THRU SEPTEMBER 30, 2024**

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

	<u>Amount</u>
<b><u>ASSETS</u></b>	
Cash in Bank	530,769.74
Investments	20,264,595.56
Accounts Receivable	35,069,791.73
Accounts Receivable - Other	32,579.89
Accrued Interest Receivable	259,016.36
Prepays/Deposits	888,307.27
Leasehold Improvements	7,010,782.88
Furniture, Fixtures & Equipment	724,085.38
Less: Accumulated Depreciation	<u>(4,112,769.74)</u>
<b>TOTAL ASSETS</b>	<b><u>60,667,159.07</u></b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>	
<b><u>LIABILITIES</u></b>	
Accounts Payable	34,424,893.72
Accounts Payable - Other	7.79
Accrued Salaries and Benefits Payable	820,744.65
Other Liabilities	(71,815.20)
Unearned Revenue	<u>964,938.57</u>
<b>TOTAL LIABILITIES</b>	<b><u>36,138,769.53</u></b>
<b><u>FUND BALANCES</u></b>	
<u>Restricted Fund Balances</u>	
WEROC Reserve	396,676.84
Pension 115 Trust	<u>1,999,764.90</u>
Total Restricted Fund Balances	<u>2,396,441.74</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>5,263,444.00</u>
General Fund	8,226,155.01
General Fund Capital	<u>86,023.20</u>
Total Unrestricted Fund Balances	<u>13,575,622.21</u>
<b><u>Excess Revenue over Expenditure</u></b>	
Operating Fund	8,667,156.53
Other Funds	<u>(110,830.94)</u>
<b>TOTAL FUND BALANCES</b>	<b><u>24,528,389.54</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u>60,667,159.07</u></b>



**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**July 1, 2024 thru September 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>
<b><u>REVENUES</u></b>						
Retail Connection Charge	0.00	9,580,818.25	9,580,818.00	100.00%	0.00	(0.25)
Ground Water Customer Charge	0.00	405,463.00	405,463.00	100.00%	0.00	0.00
<b>Water Rate Revenues</b>	<b>0.00</b>	<b>9,986,281.25</b>	<b>9,986,281.00</b>	<b>100.00%</b>	<b>0.00</b>	<b>(0.25)</b>
Interest Revenue	116,063.49	277,954.63	738,960.00	37.61%	0.00	461,005.37
<b>Subtotal</b>	<b>116,063.49</b>	<b>10,264,235.88</b>	<b>10,725,241.00</b>	<b>95.70%</b>	<b>0.00</b>	<b>461,005.12</b>
Choice Programs	1,746.00	991,201.00	1,548,573.00	64.01%	0.00	557,372.00
Miscellaneous Income	814.66	814.67	3,000.00	27.16%	0.00	2,185.33
Revenue - Other	54.36	54.36	0.00	0.00%	0.00	(54.36)
School Contracts	12,704.60	388,480.77	496,062.00	78.31%	0.00	107,581.23
Transfer-In from Reserve	0.00	0.00	129,169.00	0.00%	0.00	129,169.00
<b>Subtotal</b>	<b>15,319.62</b>	<b>1,380,550.80</b>	<b>2,176,804.00</b>	<b>63.42%</b>	<b>0.00</b>	<b>796,253.20</b>
<b>TOTAL REVENUES</b>	<b>131,383.11</b>	<b>11,644,786.68</b>	<b>12,902,045.00</b>	<b>90.26%</b>	<b>0.00</b>	<b>1,257,258.32</b>

**Municipal Water District of Orange County**  
**Revenues and Expenditures Budget Comparative Report**  
**General Fund**  
**July 1, 2024 thru September 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>
<b><u>EXPENSES</u></b>						
Salaries & Wages	418,421.28	1,303,672.34	5,422,706.00	24.04%	0.00	4,119,033.66
Salaries & Wages - Grant Recovery	(37,056.41)	(37,056.41)	(65,000.00)	(57.01)%	0.00	(27,943.59)
Director's Compensation	21,282.95	60,901.98	275,041.00	22.14%	0.00	214,139.02
MWD Representation	12,114.91	33,397.86	157,166.00	21.25%	0.00	123,768.14
Employee Benefits	131,419.99	399,980.52	1,578,059.00	25.35%	0.00	1,178,078.48
Employee Benefits - Grant Recovery	(6,656.32)	(6,656.32)	0.00	0.00%	0.00	6,656.32
CalPers Unfunded Liability Contribution	207,000.00	207,000.00	207,000.00	100.00%	0.00	0.00
Director's Benefits	9,356.07	27,474.20	149,557.00	18.37%	0.00	122,082.80
Health Insurance for Retirees	8,969.41	16,216.23	81,349.00	19.93%	0.00	65,132.77
Training Expense	4,509.17	29,103.56	41,200.00	70.64%	4,922.50	7,173.94
Tuition Reimbursement	1,835.34	1,835.34	6,000.00	30.59%	0.00	4,164.66
Temporary Help Expense	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
<b>Personnel Expenses</b>	<b>771,196.39</b>	<b>2,035,869.30</b>	<b>7,858,078.00</b>	<b>25.91%</b>	<b>4,922.50</b>	<b>5,817,286.20</b>
Engineering Expense	17,118.75	25,702.50	293,000.00	8.77%	95,744.25	171,553.25
Legal Expense	17,801.58	57,816.81	260,000.00	22.24%	202,183.19	0.00
Audit Expense	0.00	7,500.00	36,500.00	20.55%	24,000.00	5,000.00
Professional Services	91,717.47	223,017.71	1,765,464.00	12.63%	992,815.00	549,631.29
<b>Professional Fees</b>	<b>126,637.80</b>	<b>314,037.02</b>	<b>2,354,964.00</b>	<b>13.34%</b>	<b>1,314,742.44</b>	<b>726,184.54</b>
Conference - Staff	1,798.00	11,573.00	40,002.00	28.93%	0.00	28,429.00
Conference - Directors	3,671.00	3,994.54	16,955.00	23.56%	0.00	12,960.46
Travel & Accom. - Staff	2,959.96	9,104.12	89,580.00	10.16%	0.00	80,475.88
Travel & Accom. - Directors	(219.66)	1,026.74	39,925.00	2.57%	0.00	38,898.26
<b>Travel &amp; Conference</b>	<b>8,209.30</b>	<b>25,698.40</b>	<b>186,462.00</b>	<b>13.78%</b>	<b>0.00</b>	<b>160,763.60</b>
Membership/Sponsorship	36,470.03	162,688.97	243,688.00	66.76%	0.00	80,999.03
CDR Support	16,947.36	16,947.36	67,789.00	25.00%	50,842.07	(0.43)
<b>Dues &amp; Memberships</b>	<b>53,417.39</b>	<b>179,636.33</b>	<b>311,477.00</b>	<b>57.67%</b>	<b>50,842.07</b>	<b>80,998.60</b>
Business Expense	214.65	1,037.21	5,000.00	20.74%	0.00	3,962.79
Office Maintenance	17,369.45	36,380.77	348,680.00	10.43%	139,757.71	172,541.52
Building Repair & Maintenance	8,583.56	12,621.43	30,200.00	41.79%	4,107.57	13,471.00
Storage Rental & Equipment Lease	70.17	252.70	1,200.00	21.06%	659.66	287.64
Office Supplies	2,516.22	6,566.99	30,000.00	21.89%	2,384.60	21,048.41
Supplies - Water Loss Control	56.93	286.00	4,800.00	5.96%	0.00	4,514.00
Postage/Mail Delivery	552.15	1,573.64	10,100.00	15.58%	1,124.72	7,401.64
Subscriptions & Books	430.00	5,785.75	10,000.00	57.86%	0.00	4,214.25
Reproduction Expense	5,601.77	20,807.86	109,000.00	19.09%	7,919.14	80,273.00
Maintenance - Computers	(250.75)	2,529.51	17,500.00	14.45%	0.00	14,970.49
Software Purchase	8,994.46	23,285.23	84,540.00	27.54%	20,047.49	41,207.28
Software Support	5,521.50	11,499.63	4,648.00	247.41%	0.00	(6,851.63)
Computers and Equipment	4,560.06	5,232.13	29,250.00	17.89%	0.00	24,017.87
Automotive Expense	748.31	1,754.86	11,900.00	14.75%	0.00	10,145.14
Vehicle Expense	783.30	2,503.67	12,000.00	20.86%	0.00	9,496.33
Toll Road Charges	209.36	240.23	800.00	30.03%	0.00	559.77
Insurance Expense	16,683.15	49,687.68	198,000.00	25.09%	0.00	148,312.32
Utilities - Telephone	5,474.23	11,610.03	45,526.00	25.50%	1,026.27	32,889.70
Bank Fees	0.00	0.00	2,400.00	0.00%	0.00	2,400.00
Miscellaneous Expense	9,628.18	26,814.74	157,070.00	17.07%	6,504.00	123,751.26
MWDOC's Contrb. to WEROC	25,067.33	75,202.03	300,808.00	25.00%	0.00	225,605.97
Depreciation Expense	6,474.58	19,423.65	0.00	0.00%	0.00	(19,423.65)
<b>Other Expenses</b>	<b>119,288.61</b>	<b>315,095.74</b>	<b>1,413,422.00</b>	<b>22.29%</b>	<b>183,531.16</b>	<b>914,795.10</b>
Election Expense	0.00	0.00	725,642.00	0.00%	0.00	725,642.00
Capital Acquisition	4,547.99	5,613.57	52,000.00	10.80%	16,683.41	29,703.02
Building Expense	9,749.48	101,679.79	0.00	0.00%	25,577.88	(127,257.67)
<b>TOTAL EXPENSES</b>	<b>1,093,046.96</b>	<b>2,977,630.15</b>	<b>12,902,045.00</b>	<b>23.08%</b>	<b>1,596,299.46</b>	<b>8,328,115.39</b>
<b>NET INCOME (LOSS)</b>	<b>(961,663.85)</b>	<b>8,667,156.53</b>	<b>0.00</b>	<b>0.00%</b>	<b>(1,596,299.46)</b>	<b>(7,070,857.07)</b>

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

	<u>Month to Date</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% Used</u>	<u>Budget Remaining</u>
<b><u>WATER REVENUES</u></b>					
Water Sales	14,749,845.10	47,787,131.80	187,429,409.00	25.50%	139,642,277.20
Readiness to Serve Charge	1,277,343.00	3,832,026.57	16,263,519.00	23.56%	12,431,492.43
Capacity Charge CCF	313,880.00	941,640.00	4,069,230.00	23.14%	3,127,590.00
SCP/SAC Pipeline Surcharge	39,401.15	120,378.95	459,000.00	26.23%	338,621.05
<b>TOTAL WATER REVENUES</b>	<b>16,380,469.25</b>	<b>52,681,177.32</b>	<b>208,221,158.00</b>	<b>25.30%</b>	<b>155,539,980.68</b>
<b><u>WATER PURCHASES</u></b>					
Water Sales	14,749,845.10	47,787,131.80	187,429,409.00	25.50%	139,642,277.20
Readiness to Serve Charge	1,277,343.00	3,832,026.57	16,263,519.00	23.56%	12,431,492.43
Capacity Charge CCF	313,880.00	941,640.00	4,069,230.00	23.14%	3,127,590.00
SCP/SAC Pipeline Surcharge	39,401.15	120,378.95	459,000.00	26.23%	338,621.05
<b>TOTAL WATER PURCHASES</b>	<b>16,380,469.25</b>	<b>52,681,177.32</b>	<b>208,221,158.00</b>	<b>25.30%</b>	<b>155,539,980.68</b>
<b>EXCESS OF REVENUE OVER EXPENDITURE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>

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

	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
<b>Spray To Drip Conversion(3423)</b>			
Revenues	221,319.53	1,585,000.00	13.96%
Expenses	266,177.95	1,585,000.00	16.79%
Excess of Revenues over Expenditures	(44,858.42)	0.00	
<b>Member Agency Administered Pass-Thru(3425)</b>			
Revenues	(300.00)	25,000.00	(1.20)%
Expenses	(300.00)	25,000.00	(1.20)%
Excess of Revenues over Expenditures	0.00	0.00	
<b>ULFT Rebate Program(3410)</b>			
Revenues	0.00	1,500.00	0.00%
Expenses	0.00	1,500.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
<b>HECW Rebate Program(3411)</b>			
Revenues	15,916.88	50,000.00	31.83%
Expenses	13,514.25	50,000.00	27.03%
Excess of Revenues over Expenditures	2,402.63	0.00	
<b>CII Rebate Program(3416)</b>			
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	
<b>Turf Removal Program(3418)</b>			
Revenues	1,172,796.37	8,143,000.00	14.40%
Expenses	1,182,770.21	8,143,000.00	14.52%
Excess of Revenues over Expenditures	(9,973.84)	0.00	
<b>Comprehensive Landscape (CLWUE)(3427)</b>			
Revenues	96,593.50	382,900.00	25.23%
Expenses	96,593.50	382,900.00	25.23%
Excess of Revenues over Expenditures	0.00	0.00	
<b>Recycled Water Program(3433)</b>			
Revenues	269.75	40,000.00	0.67%
Expenses	269.75	40,000.00	0.67%
Excess of Revenues over Expenditures	0.00	0.00	
<b>WSIP - Industrial Program(3432)</b>			
Revenues	0.00	22,000.00	0.00%
Expenses	0.00	22,000.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
<b>Land Design Program(3431)</b>			
Revenues	0.00	120,000.00	0.00%
Expenses	0.00	120,000.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
<b>Dedicated Irrigation Meters Measurement Project (DIMM)(3439)</b>			
Revenues	0.00	448,000.00	0.00%
Expenses	0.00	448,000.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
<b>Total WUE Projects</b>			
Revenues	1,506,596.03	10,818,400.00	13.93%
Expenses	1,559,025.66	10,818,400.00	14.41%
Excess of Revenues over Expenditures	(52,429.63)	0.00	

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

	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
<b>WEROC</b>			
Revenues	376,009.78	601,616.00	62.50%
Expenses	432,199.80	601,616.00	71.84%
Excess of Revenues over Expenditures	(56,190.02)	0.00	



## Memorandum

**DATE:** November 13, 2024

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

**FROM:** Harvey De La Torre, General Manager

**SUBJECT:** Quarter ending September 2024 Fiscal YTD Financials Actual versus Budget

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The following reports are attached:

- Revenues and Expenditures Actual versus Budget for the General Fund
- Revenues and Expenditures Actual versus Budget Detailed Comparative Report for the General Fund
- Revenues and Expenditures Actual versus Budget for Water Funds
- Revenues and Expenditures Actual versus Budget for Other Funds
- Revenues and Expenditures Actual versus Budget for the Water Use Efficiency Projects

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Revenues and Expenditures Actual versus Budget Summary Report  
Fiscal Year to Date ending September 2024 (Unaudited)  
(\$000 Omitted )  
General Fund and Reserve Fund

GENERAL FUND

	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>% Used</u>
<u>REVENUES</u>			
Water Rate revenues:			
Retail Connection Charge	9,581	9,581	100.00%
Ground Water Customer Charge	405	405	100.00%
Subtotal	9,986	9,986	100.00%
Other Revenues:			
Interest Income <sup>(1)</sup>	278	739	37.61%
Choice Programs	991	1,549	64.01%
School Contracts	388	496	78.31%
Other Income	1	3	28.97%
Transfer in from Reserve <sup>(2)</sup>	0	129	0.00%
Subtotal	1,659	2,916	56.88%
TOTAL REVENUES	11,645	12,902	90.26%
<u>EXPENSES</u>			
Personnel Expenses (including Directors)	2,036	7,858	25.91%
Professional Services	231	1,802	12.79%
Outside Engineering <sup>(3)</sup>	26	293	8.77%
Legal Expense	58	260	22.24%
Travel & Conference	26	186	13.78%
Dues and Memberships	180	311	57.67%
General & Admin Expense	315	2,139	14.73%
Building Repair & Expense <sup>(4)</sup>	102	0	0.00%
Capital Acquisition	6	52	10.80%
TOTAL EXPENSES	2,978	12,902	23.08%
EXCESS OF REVENUES OVER EXPENSES	8,667		
<u>RESERVE FUND</u>			
Beginning Balance	4,599		
Nov 2023 - Contribution to Election Reserves	664		
TOTAL RESERVE FUND	5,263		

(1) Interest rates remain high

(2) Transfer in from Reserves occurs at year-end

(3) Projects in process

(4) Building Repair & Expense is using carryover funds to complete multi-year projects

Municipal Water District of Orange County  
Revenues and Expenditures Actual vs Budget Line Item Report  
Fiscal Year to Date ending September 2024 (Unaudited)  
General Fund

	YTD ACTUAL	ANNUAL BUDGET	% Used
<b>REVENUES</b>			
Retail Connection Charge	9,580,818	9,580,818	100.00%
Ground Water Customer Charge	405,463	405,463	100.00%
<b>Water Rate Revenues</b>	<b>9,986,281</b>	<b>9,986,281</b>	<b>100.00%</b>
Choice Programs	991,201	1,548,573	64.02%
Interest Revenue	277,955	738,960	37.61%
Miscellaneous Income	869	3,000	28.97%
School Contracts	388,481	496,062	78.31%
Transfer in from Reserve	0	129,169	0.00%
<b>Other Revenues</b>	<b>1,658,506</b>	<b>2,915,764</b>	<b>56.88%</b>
<b>TOTAL REVENUES</b>	<b>11,644,787</b>	<b>12,902,045</b>	<b>90.26%</b>

<b>OPERATING EXPENSES</b>			
Salaries & Wages	1,303,672	5,422,706	24.04%
less Recovery's	(37,056)	(65,000)	57.01%
Directors' Compensation	60,902	275,041	22.14%
MWD Representation	33,398	157,166	21.25%
Employee Benefits	399,980	1,578,059	25.35%
less Recovery's	(6,656)	0	0.00%
CALPERS Unfunded Liability Contribution	207,000	207,000	100.00%
Directors Benefits	27,474	149,557	18.37%
Health Insurances for Retirees	16,216	81,349	19.93%
Training Expense	29,104	41,200	70.64%
Tuition Reimbursement	1,835	6,000	30.58%
Temporary Help Expense	0	5,000	0.00%
<b>Personnel Expenses</b>	<b>2,035,869</b>	<b>7,858,078</b>	<b>25.91%</b>
Engineering Expense	25,702	293,000	8.77%
Legal Expense	57,817	260,000	22.24%
Audit Expense	7,500	36,500	20.55%
Professional Services	223,018	1,765,464	12.63%
<b>Professional Fees</b>	<b>314,037</b>	<b>2,354,964</b>	<b>13.34%</b>
Conference-Staff	11,573	40,002	28.93%
Conference-Directors	3,994	16,955	23.56%
Travel & Accom.-Staff	9,104	89,580	10.16%
Travel & Accom.-Directors	1,027	39,925	2.57%
<b>Travel &amp; Conference</b>	<b>25,698</b>	<b>186,462</b>	<b>13.78%</b>
Membership/Sponsorship	162,689	243,688	66.76%
CDR Support	16,947	67,789	25.00%
<b>Dues &amp; Memberships</b>	<b>179,636</b>	<b>311,477</b>	<b>57.67%</b>



Municipal Water District of Orange County  
Revenues and Expenditures Actual vs Budget Line Item Report  
Fiscal Year to Date ending September 2024 (Unaudited)  
General Fund

	YTD ACTUAL	ANNUAL BUDGET	% Used
Business Expense	1,037	5,000	20.74%
Maintenance Office	36,381	348,680	10.43%
Building Repair & Maintenance	12,621	30,200	41.79%
Storage Rental & Equipment Lease	253	1,200	21.08%
Office Supplies	6,567	30,000	21.89%
Supplies - Water Loss Control	286	4,800	5.96%
Postage/Mail Delivery	1,574	10,100	15.58%
Subscriptions & Books	5,786	10,000	57.86%
Reproduction Expense	20,808	109,000	19.09%
Maintenance - Computers	2,529	17,500	14.45%
Software Purchase	23,285	84,540	27.54%
Software Support	11,499	4,648	247.40%
Computers and Equipment	5,232	29,250	17.89%
Automotive Expense	1,755	11,900	14.75%
Vehicle Expense	2,504	12,000	20.87%
Toll Road Charges	240	800	30.00%
Insurance Expense	49,688	198,000	25.09%
Utilities - Telephone	11,610	45,526	25.50%
Bank Fees	0	2,400	0.00%
Miscellaneous Expense	26,815	157,070	17.07%
MWDOC's Contribution to WEROC	75,202	300,808	25.00%
Depreciation Expense	19,424	0	0.00%
Contribution to Election Reserve	0	725,642	0.00%
MWDOC Building Expense	101,680	0	0.00%
Capital Acquisition	5,614	52,000	10.80%
<b>Other Expenses</b>	<b>422,390</b>	<b>2,191,064</b>	<b>19.28%</b>
<b>TOTAL EXPENSES</b>	<b>2,977,630</b>	<b>12,902,045</b>	<b>23.08%</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>8,667,157</b>	<b>0</b>	

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Statement of Revenues and Expenditures  
Fiscal Year to Date ending September 2024 (Unaudited)  
Water Funds

	YTD Actual	Annual Budget	Balance
<b><u>Water Revenues</u></b>			
Water Sales	47,787,132	187,429,409	(139,642,277)
Readiness to Serve Charge	3,832,027	16,263,519	(12,431,492)
Capacity Charge CCF	941,640	4,069,230	(3,127,590)
SCP/SAC Pipeline Surcharge	120,379	459,000	(338,621)
Total Water Revenues	52,681,177	208,221,158	(155,539,981)
 <b><u>Water Purchases</u></b>			
Water Sales	47,787,132	187,429,409	(139,642,277)
Ready to Serve Charge	3,832,027	16,263,519	(12,431,492)
Capacity Charge CCF	941,640	4,069,230	(3,127,590)
SCP/SAC Pipeline Surcharge	120,379	459,000	(338,621)
Total Water Purchases	52,681,177	208,221,158	(155,539,981)
Excess of Revenues over Purchases	0	0	0

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
 Revenues and Expenditures Actual versus Budget  
 Fiscal Year to Date ending September 2024 (Unaudited)  
 Other Funds

	YTD Actual	Annual Budget	Balance
<b><u>WEROC</u></b>			
Revenues	376,010	601,616	(225,606)
Expenditures	432,200	601,616	(169,416)
Excess of Revenues over Expenditures	(56,190)	0	(56,190)
 <b><u>WUE Projects (details on next page)</u></b>			
Revenues	1,506,596	10,818,400	(9,311,804)
Expenditures	1,559,026	10,818,400	(9,259,374)
Excess of Revenues over Expenditures	(52,430)	0	(52,430)

Footnote:

- 1) The excess of expense over revenue is waiting for reimbursement.
- 2) USBR (Federal) Grant is billed in October and April with funds being received one month later.
- 3) DWR is billed quarterly to county and takes a few months to a year to receive funds.

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
 Revenues and Expenditures Actual versus Budget  
 Fiscal Year to Date ending September 2024 (Unaudited)  
 Water Use Efficiency Projects

	Actual	Variance %	Fiscal Year Budget	% of Budget	Projected Final FY Budget
<b><u>Spray to Drip Conversion</u></b>					
Revenues	221,320		1,585,000	13.96%	1,585,000
Expenditures	266,178		1,585,000	16.79%	1,585,000
Excess of Revenues over Expenditures	(44,858)	-20%			

Actual Variance: All reporting current. Payments to Program Participants slightly ahead of Grant (DWR & USBR), Metropolitan (on water bill), and Retail Water Agencies reimbursements.

Budget Variance: Program activity is generally on predicted trajectory.

**Member Agency Administered Pass-Thru**

Revenues	(300)		25,000	-1.20%	25,000
Expenditures	(300)		25,000	-1.20%	25,000
Excess of Revenues over Expenditures	0	0%			

Actual Variance: No activity that falls outside of other reported regional programs has occurred; (300) is pass through refund from SCWD to MET for accidental overpayment

Budget Variance: Majority of MAA funding is captured under other Programs; pass through to member agencies is likely to be minimal this FY.

**ULFT Rebate Program**

Revenues	0		1,500	0.00%	1,500
Expenditures	0		1,500	0.00%	1,500
Excess of Revenues over Expenditures	0	0%			

Actual Variance: This tracks MWDOC member agencies activities to provide supplemental funding to increase activity in their service territories.

Budget Variance: Program consistently has low participation and none to date.

**HECW Rebate Program**

Revenues	15,917		50,000	31.83%	50,000
Expenditures	13,514		50,000	27.03%	50,000
Excess of Revenues over Expenditures	2,403	15%			

Actual Variance: This tracks MWDOC member agencies activities to provide supplemental funding to increase activity in their service territories.

Budget Variance: Program consistently has low participation; however, activity is consistent with predicted rates.

**CII Rebate Program**

Revenues	0		1,000	0.00%	1,000
Expenditures	0		1,000	0.00%	1,000
Excess of Revenues over Expenditures	0	0%			

Actual Variance: This tracks MWDOC member agencies activities to provide supplemental funding to increase activity in their service territory.

Budget Variance: EGIA device rebates have seen lower than average activity in recent years and no activity to date.

Notes:

- 1) Variance from Revenues to Expenses. When greater than 5%, an explanation is provided.
- 2) Fiscal year budget versus Actual
- 3) With each quarterly report the projected fiscal year end budget may be re-adjusted.

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
Revenues and Expenditures Actual versus Budget  
Fiscal Year to Date ending September 2024 (Unaudited)  
Water Use Efficiency Projects

	Actual	Variance %	Fiscal Year Budget	% of Budget	Projected Final FY Budget
<b><u>Turf Removal Program</u></b>					
Revenues	1,172,796		8,143,000	14.40%	8,143,000
Expenditures	1,182,770		8,143,000	14.52%	8,143,000
Excess of Revenues over Expenditures	(9,974)	-1%			

Actual Variance: Posted revenues from Grants (DWR & USBR) lagging slightly behind expenses. All revenue reporting for reimbursement is up to date.

Budget Variance: Program activity is relatively on target and funding moving through the program is expected to increase due to increase of CII rebate.

<b><u>Comprehensive Landscape (CLWUE)</u></b>					
Revenues	96,594		382,900	25.23%	382,900
Expenditures	96,594		382,900	25.23%	382,900
Excess of Revenues over Expenditures	0	0%			

Actual Variance: Grant funded program. Granting agencies (State) are slow to provide their funding; however, currently up to date. Rain Barrels are included here.

Budget Variance: Activity is on pace to meet target.

<b><u>Recycled Water Program</u></b>					
Revenues	270		40,000	0.67%	40,000
Expenditures	270		40,000	0.67%	40,000
Excess of Revenues over Expenditures	0	0%			

Actual Variance: All local, State, and Federal Grant reporting is current.

Budget Variance: Several additional projects will finish this fiscal year.

<b><u>WSIP - Industrial Program</u></b>					
Revenues	0		22,000	0.00%	22,000
Expenditures	0		22,000	0.00%	22,000
Excess of Revenues over Expenditures	0	0%			

Actual Variance: All local, State, and Federal Grant reporting is current.

Budget Variance: Program is experiencing lower than average participation; however, projects are anticipated to be completed this fiscal year.

<b><u>Land Design Program</u></b>					
Revenues	0		120,000	0.00%	120,000
Expenditures	0		120,000	0.00%	120,000
Excess of Revenues over Expenditures	0	0%			

Actual Variance: All local, State, and Federal Grant reporting is current.

Budget Variance: Program has undergone a shift in structure leading to low activity in the first quarter; activity is anticipated to pick up throughout the fiscal year.

Notes:

- 1) Variance from Revenues to Expenses. When greater than 5%, an explanation is provided.
- 2) Fiscal year budget versus Actual
- 3) With each quarterly report the projected fiscal year end budget may be re-adjusted.

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY  
 Revenues and Expenditures Actual versus Budget  
 Fiscal Year to Date ending September 2024 (Unaudited)  
 Water Use Efficiency Projects

	Actual	Variance %	Fiscal Year Budget	% of Budget	Projected Final FY Budget
<b><u>Dedicated Irrigation Meters Measurement Project (DIMM)</u></b>					
Revenues	0		448,000	0.00%	448,000
Expenditures	0		448,000	0.00%	448,000
Excess of Revenues over Expenditures	0	0%			

Actual Variance: Most participating retailers have paid costs upfront in previous fiscal year; DWR grant reporting is up to date.

Budget Variance: Most work was completed last fiscal year; however, several agencies are still in progress.

Notes:

- 1) Variance from Revenues to Expenses. When greater than 5%, an explanation is provided.
- 2) Fiscal year budget versus Actual
- 3) With each quarterly report the projected fiscal year end budget may be re-adjusted.



**CONSENT CALENDAR ITEM**

November 20, 2024

**TO:** Board of Directors

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

**Harvey De La Torre, General Manager**

Staff Contact: Heather Baez, Director of Governmental Affairs

**SUBJECT: AUTHORIZATION TO VOTE ON BEHALF OF MWDOC ON CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2024 BYLAWS VOTE**

**STAFF RECOMMENDATION**

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Staff recommends that the Board of Directors:

- Review the proposed updates to CSDA’s Bylaws; and
- Authorize staff to cast the District’s ballot in support of the updates; and
- Authorize staff to submit the District’s ballot electronically no later than no later than Wednesday, November 20.

**COMMITTEE RECOMMENDATION**

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Committee recommended staff cast the District ballot in support of the updates (no later than November 20<sup>th</sup>); staff was instructed to work with President McVicker and Vice President Thomas on ensuring the updates to the Bylaws were adequate.

**REPORT**

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The California Special Districts Association (CSDA) was formed to promote good governance and improved core local services through professional development, advocacy, and other services for independent special districts. MWDOC is a CSDA member and routinely utilizes services such as education and training, legislative advocacy, and information that is crucial to a special district’s management and operational effectiveness.

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

The CSDA Bylaws establish guidelines for chapters to follow when establishing membership requirements and appointing a communications liaison. The last CSDA Bylaws updates were made in 2021 with the primary changes being Rights of Regular Membership, Retiree Membership, use of “member”, Procedure for Termination of Membership, Annual Report, and dual directorships with CSDA’s Alliance partner - Special District Risk Management Authority (SDRMA).

Proposed Amended and Restated Bylaws

Following receipt of feedback and suggestions over the last few years from members, CSDA has conducted a thorough review of the CSDA Bylaws; making necessary updates as well as additions or improvements where needed. There are numerous verbiage and grammar updates along with significant proposed updates that include:

- Clarification that Retired Members are non-voting members
- Clarification related to termination of membership
- New Section under Article III, Section 2: Early Assumption of Office
- New Section under Article III, Section 2: Change in Regular Voting Member Affiliation
- Update noticing, balloting, and election timeframes to allow additional flexibility in the Board election process
- New Section under Article III, Section 7: A CSDA director shall be disqualified from serving on the CSDA Board if they are no longer a board member or managerial employee of a Regular Member district in the Network they were elected or appointed from
- Committee structure: amend to allow Committee Vice-Chairs, with the exception of the CSDA Finance Corporation Committee, may be individuals from Regular Members’ districts in good standing

A full copy of the CSDA Bylaws, including the tracked changes are [linked here](#) and attached.

Voting Process

As a voting member of CSDA, MWDOC has been asked to review the proposed updates to CSDA’s Bylaws and cast the District’s ballot electronically.

The notice to vote, background information, draft Bylaws, and ballot were sent via email to Heather Baez and Cathy Harris, who are the District’s designated staff at CSDA.

The deadline for submitting MWDOC’s vote is **Wednesday, November 20, 2024**.

**ALIGNMENT WITH BOARD STRATEGIC PRIORITIES**

---

*Clarifying MWDOC’s mission and role; defining functions and actions.*

*Work with member agencies to develop water supply and demand objectives.*



- Balance support for Metropolitan’s regional mission and Orange County values and interests.*
- Strengthen communications and coordination of messaging.*
- Solicit input and feedback from member agencies.*
- Invest in workforce development and succession planning.*

**BOARD OPTIONS**

---

**Option #1:** Authorize staff to cast the District’s ballot electronically with a “Yes” vote for CSDA’s Bylaw Update for 2024.

**Fiscal Impact:** None

**Option #2:** Authorize staff to cast the District’s ballot electronically with a “No” vote for CSDA’s Bylaw Update for 2024.

**Fiscal Impact:** None

<b>List of Attachments/Links:</b>
<p><b>Attachment 1:</b> Draft CSDA Bylaws Updates 2024</p> <p><b>Link 1:</b> <a href="https://static.simplyvoting.com/uploads/csda/election-242898/6a2-csda-bylaws-2024-updates-v4-final-draft-tracked-changes-eac7.pdf">https://static.simplyvoting.com/uploads/csda/election-242898/6a2-csda-bylaws-2024-updates-v4-final-draft-tracked-changes-eac7.pdf</a></p>



# BYLAWS

## California Special Districts Association

### Approved Bylaw Revision Dates:

Revised 1996

Revised 1999

Revised 2004

Revised October 1, 2009

Revised August 2, 2010

Revised August 1, 2011

Revised July 1, 2014

Revised July 1, 2016

Revised November 15, 2021

Revised XXXXX XX, 2024

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## ARTICLE I – GENERAL

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

In addition to the general and specific purposes set forth in the Articles of Incorporation of the California Special Districts Association (hereinafter referred to as “CSDA”), CSDA will provide outreach, advocacy, professional development, information, and other various services to member districts. CSDA will interact and collaborate, where appropriate, with the associations and groups that support or oppose its membership’s interests. The control and governance of CSDA shall be the responsibility of CSDA’s Board of Directors (the “Board of Directors”).

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

The state of California shall be divided ~~along county boundaries~~ into six voting networks, using county boundaries to shape the respective networks. The areas of the networks are determined by the Board of Directors of CSDA. A map of the six (6) networks of CSDA is attached as Exhibit A.

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

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

## ARTICLE II – MEMBERSHIP

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Retired members have no voting privileges and may not hold a seat on the CSDA Board of Directors or any CSDA committees.

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

**Section 2. Membership Application:**

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

**Section 3. Membership Dues:**

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

**Section 4. Membership Voting:**

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

**A. Voting Designee:**

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

**B. Voting Authorization:**

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

**C. Non-Voting Members:**

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

**Section 5. Membership Quorum:**

**A. Meeting Quorum:**

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

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

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

**Section 6. Membership Meetings:**

**A. Annual Business Meeting:**

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

**B. Special Meetings:**

Special meetings of the members may be called at any time by the President, by a majority of the Board of Directors, or at least a quorum of the members (25 members). Such a special meeting may be called by written request, specifying the general nature of the business proposed to be transacted and addressed to the attention of and submitted to the President of the Board. The President shall direct the Chief Executive



Officer to cause notice to be given promptly to the members stating that a special meeting will be held at a specific time and date fixed by the Board. No business other than the business that was set forth in the notice of the special meeting may be transacted at a special meeting.

**C. Notice of Meetings:**

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

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

2. Electronic Notice. Notice given by electronic transmission by CSDA shall be valid if delivered by either (a) facsimile telecommunication or electronic mail when directed to the facsimile number or electronic mail address for that main contact member on record with CSDA; (b) posting on an electronic message board or ~~network website~~ community that CSDA has designated for such communications, together with a separate electronic notice to each member of the posting; or (c) any other means of electronic communication. Such electronic transmission must be directed to ~~each~~ each member which has ~~provided to CSDA an unrevoked~~ not revoked consent to the use of electronic transmission for such communications. The method of electronic communication utilized must create a record that is capable of retention, retrieval and review by CSDA.

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

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

**D. Electronic Meetings:**

Members not physically present in person at either an annual or special meeting of members may participate in such a meeting by electronic transmission or by ~~electronic video screen communication~~ use of web-based video communication software by and between such members and CSDA. Any eligible member participating in a meeting

electronically shall be deemed present in person and eligible to vote at such a meeting, whether that meeting is to be held at a designated place, conducted entirely by means of electronic transmission, or conducted in part by electronic communication between CSDA and those members who are not capable of being physically present at such designated meeting place.

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

#### **E. Majority Vote:**

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

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

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

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

#### **G. Return of Ballots:**

Written ballots shall be returned either by first class mail or by electronic communication to either the principal business address of CSDA or CSDA's designated electronic format specified on the ballot prior to the close of business (5:00 pm) on the designated election date. Written ballots received either by first class mail or electronic

communication from regular voting members after the specified date shall be invalid and shall not be counted.

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

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

**Section 7. Termination of Membership:**

~~A member shall not be in good standing, and membership may be terminated,~~ On occurrence of any of the following events, a member shall no longer be in good standing, and membership may be terminated:

- A. Any member delinquent in the payment of dues for a period of three months after said dues are due and payable, shall be notified in writing of such arrearage, and shall be given written notice of possible termination. If such delinquent dues remain unpaid for 45 days after notice, the delinquent member shall automatically cease to be a member of CSDA. CSDA's Chief Executive Officer may approve special payment arrangements if deemed necessary including with those districts that may be members of the Special District Risk Management Authority (SDRMA).
- B. Determination by the Board of Directors that a member has failed in a material and serious degree to observe the rules of conduct or operational policies of CSDA, including but not limited to the Corporation's Anti-Trust Policies, or has engaged in conduct materially and seriously prejudicial to ~~this~~ CSDA's purposes and interests.

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

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

- A. The Board of Directors shall give the member at least 15 days prior written notice of the proposed termination and the reasons for the proposed termination of membership. Notice ~~shall~~ may be given by any method reasonably calculated to provide actual notice. Notice given by mail shall be sent by first-class mail to the member's last address as shown on CSDA records.
- B. The member shall be ~~given an opportunity to be heard~~ provided an opportunity to contest the termination, either orally or in writing, at least 5 days before the effective date of the proposed termination of \_\_\_\_\_ membership. ~~The A hearing meeting~~ shall be held in a time and manner determined by the Chief Executive Officer, or the written statement considered, by the Board of Directors which is responsible for determining in its sole discretion whether the termination of membership should occur.

- C. The Board of Directors shall determine whether the membership shall be terminated. The decision of the Board of Directors shall be final.

## ARTICLE III – DIRECTORS

### **Section 1. Number of Directors:**

The authorized number of elected directors to serve on the Board of Directors shall be 18. Each regular voting member shall be limited to one seat on the Board.

There shall be three directors elected from three different regular voting members in each of the six CSDA networks. Directors elected from each of the six networks shall hold staggered three-year terms.

### **Section 2 Term of Office:**

Directors elected from each of the six networks shall hold staggered three-year terms. After the annual election of directors, a meeting of the Board shall be held to ratify the election results. The term of office of the newly elected persons shall commence on the following January 1 and shall automatically terminate three years thereafter unless a newly elected or appointed Director is completing the remaining balance of an incomplete term due to a vacancy in a respective Director seat.

Early Assumption of Office.: In such cases, if there is a candidate-elect who has won the election and is willing to assume office early to fill a vacant seat, the Board of Directors may allow the candidate-elect to assume office prior to the regular January 1 start date.

Conditions: The candidate-elect assuming office early shall meet all eligibility requirements for Board membership.

Ratification: The early assumption of office by the candidate-elect shall be subject to ratification by the Board of Directors at its next regularly scheduled meeting following the completion of the election.

Change in Regular Voting Member Affiliation.: Any Director that is a board member or managerial employee of a member district and subsequently transitions to a board member or managerial employee position at another regular voting member district in the same Network, shall retain their seat and term.

Conditions: In order to retain voting rights on the CSDA Board of Directors, the Director shall provide a resolution or minute action from their new district within two months of the change affirming the individual Directors continued service on the CSDA Board of Directors.

### **Section 3. Nomination of Directors:**

Nomination of Directors seeking to serve on the Board shall be by network. Any regular voting member in good standing is eligible to nominate one person from their district to run for director of CSDA. The CSDA director nominee shall be a member of the board of directors of the district or a managerial employee as defined by that district's board of directors. Nomination of the director designee shall be made by a resolution or minute action of the regular voting member's

Board of Directors. Only one individual from each regular voting member district may be nominated to run at each election.

CSDA staff will review all nominations received and accept all that meet the qualifications set by these Bylaws. A slate of each network's qualified nominees will be transmitted by mail or electronic ballot to that network's regular voting membership for election pursuant to Article III, Section 4

#### **Section 4. Election of Directors:**

The Election and Bylaws Committee shall have primary responsibility for establishing and conducting elections for the Board of Directors. The Committee may enforce any regulation to facilitate the conduct of said elections. Directors shall be voted upon and elected by the regular voting members from the network from which they are nominated.

The Election and Bylaws Committee shall meet each year to review, with [CSDA](#) staff, the networks where election of directors will be necessary. The Committee will coordinate, with staff, the dates nomination requests shall be mailed to the regular voting members, the official date for the nomination requests to be received at the CSDA office, and set the date of the election.

##### **A. Written Notice:**

Written notice requesting nominations of candidates for election to the Board of Directors shall be sent by first class mail or electronically to each regular voting member in good standing on the date specified by the Election and Bylaws Committee, which shall be at least ~~420~~[100](#) days prior to the election. The nominations must be received either by mail or electronically by CSDA before the established deadline which shall be no later than 60 days prior to the election. Nominations received after the deadline date shall be deemed invalid. In the event an incumbent does not re-run for their seat, the nomination period for that network shall be extended by ten days.

##### **B. Balloting and Election:**

Voting for directors shall be by written ballot distributed by mail or by electronic transmission by CSDA directly or via authorized third-party to members eligible to vote in each network.

After the nomination period for directors is closed, a written ballot specifying the certified nominees in each network shall be distributed by first class mail or electronically to each regular voting member in that network. Each such regular member in good standing in each network shall be entitled to cast one vote for each of that network's open seats on the Board. In the event there is more than one seat available for election, regular members shall be entitled to a number of votes equal to the seats available for election in their network.

The ballot for each network shall contain all nominations accepted and approved by CSDA staff. In the event there is only one nomination in a network, the nominee shall automatically assume the Seat up for election and a ballot shall not be mailed or electronically transmitted. Staff will execute a Proof of Service certifying the date upon which all regular voting members of each network were sent a ballot, either by first class

mail or by electronic transmission. The form of written ballot and any related materials sent by electronic transmission by CSDA and completed ballots returned to CSDA by electronic transmission by participating members must comply with all of the requirements of Article II, Section 6(F-H) of these Bylaws. If a member does not consent to electronic communication for balloting purposes, a form of written ballot will be mailed to such participating member no later than 45 days prior to the date scheduled for such election. All written ballots shall indicate that each participating member may return the ballot by electronic communication or ~~first class~~first-class mail.

All solicitations of votes by written ballot shall: (1) state the number of returned ballots needed to meet the quorum requirement ; (2) state, with respect to ballots for election of directors, that those nominees receiving the highest number of votes for each Board position subject to election will be certified as elected to that Board position.

Election of a nominee to a Board position shall be valid only when: (1) the number of votes cast by written ballot, transmitted either electronically or by first class mail, within the time specified, equals or exceeds the quorum required to be present at a meeting of members authorized in such action ; and (2) the number of written ballots approving the election of a nominee must be the highest number of votes cast for each respective Board position subject to election, ~~as would be required for an election of a nominee at a meeting of the members.~~

Written ballots shall be returned either by first class mail or by electronic mail communication to either the principal business address of CSDA or CSDA's designated electronic format specified on the ballot prior to the close of business (5:00 pm) on the designated election date, which shall be at least ~~45~~30 days prior to the Annual Conference. Written ballots received either by first class mail or electronic communication after the specified date shall be invalid and shall not be counted.

All written ballots received by mail shall remain sealed until opened in the presence of the Election and Bylaws Committee chairperson or their designee. All electronic ballots will be prepared, distributed, authenticated, received, tabulated, and kept secure and confidential. Election documents will be retained as outlined in CSDA's Board approved records retention policy.

### **Section 5. Event of Tie:**

In the event of a tie vote, a supplemental written ballot containing only the names of those candidates receiving the same number of votes shall be distributed either by first class mail or electronically to each regular voting member in the network where the tie vote occurred.

Those written ballots received by mail or electronically prior to the close of business (5:00 pm) on the date designated by the Election and Bylaws Committee shall be considered valid and counted. All supplemental written ballots received after the designated date whether by first class mail or electronically shall be deemed invalid. All written ballots received either by mail or electronically shall remain sealed as provided in Article III, Section 4.B of these Bylaws.

In the event the supplemental written ballot also results in a tie vote, the successful candidate will be chosen by a drawing by lot.



## **Section 6. Director Vacancy:**

In the event of a director vacating their seat on the Board of Directors, an individual who meets the qualifications as specified in [these Article III Section 3 of these Bylaws](#) may be appointed or elected to complete the director's unexpired term.

### **A. Two or Three Vacant Seats in the Same Network:**

In the event more than one seat on the CSDA Board of Directors in any one network is vacant at the same time, such vacancies shall be filled by election. A written ballot shall be prepared; listing all nominees for that network accepted and approved by CSDA and distributed to each regular voting member in each such network either by first class mail or by electronic communication pursuant to the provisions of Article III, Section 4.A and B of these Bylaws

Regular members of each network shall be entitled to cast one vote for each open seat in that network by returning a completed written ballot to CSDA either by first class mail or by electronic communication. The candidate receiving the most votes will be elected to the vacant seat with the longest remaining term. The candidate receiving the second highest number of votes will be elected to fill the vacant seat with the second longest remaining term. The candidate receiving the third highest number of votes will be elected to fill the vacant position with the third longest remaining term.

### **B. Vacancy Outside of Nomination Period**

In the event of a vacancy occurring outside of the nomination period timeframe, at the discretion of the CSDA Board, the vacancy may be filled by appointment or special election. The CSDA Board at its discretion may leave a vacancy that occurs outside of the nomination period unfilled until the next regularly scheduled election.

Should the CSDA Board choose to fill the vacancy by appointment, notification of the vacancy and request for nominations shall be sent by regular mail or electronic communication to all regular members in good standing in the network in which the vacancy occurred. The network's existing directors sitting on the CSDA Board shall interview all interested candidates of that network and bring a recommendation to the CSDA Board of Directors for consideration. The Board shall make the appointment to fill the unexpired term of the vacated Board position.

Should the CSDA Board choose to fill the vacancy by special election, written notification of the vacancy and request for nominations shall be sent either by first class mail or electronically to each regular member in good standing in the network in which the vacancy occurred. Nominations will be accepted for the vacant seat by first class mail or by electronic communication and shall be placed on the written ballot for election in that network. Such election shall be conducted pursuant to the provisions of Article III, Section 4.A and B hereof.

### **C. Vacancy During Nomination Period:**

In the event of a vacancy occurring during the nomination period, the vacancy shall be filled by election. Written notification of the vacancy and request for nominations shall be sent either by first class mail or electronically to each regular member in the network

in which the vacancy occurred. Nominations will be accepted for the vacant seat by first class mail or by electronic communication and shall be placed on the written ballot for election in that network. Such election shall be conducted pursuant to the provisions of Article III, Section 4.A and B ~~hereof~~of these bylaws.

### **Section 7. Director Disqualification:**

- A. A director shall be ~~come~~ disqualified from further service on the Board of Directors or any committee upon the occurrence of any of the following:
1. A director's district is no longer a member of CSDA;
  - ~~2.~~ 3. A director is no longer a board member or an employee of a member district;
  - ~~2-3.~~ 3. A director is no longer a board member or an managerial employee of a regular member district in the Network they were elected or appointed from;
  - ~~3-4.~~ 4. A director is elected or appointed to the Board of Directors of the Special District Risk Management Authority (SDRMA) or
  - ~~4-5.~~ 5. A director's resignation from CSDA.

Any officer or director may resign at any time by giving written notice to the President or CEO. Any such resignation shall take effect at the date of the receipt of such notice or at any time specified therein.

- B. The position of a director may be declared vacant by a majority vote of the CSDA Board of Directors when a director is unexcused and fails to attend three consecutive meetings of the Board or has not completed the Board Member requirements and expectations as outlined in policy.

### **Section 8. Powers of Directors:**

Subject to the limitations of these Bylaws, the Articles of Incorporation, and the California General Nonprofit Corporation Law, all corporate powers of the CSDA shall be exercised by or under the authority of the Board of Directors.

Directors shall serve without compensation. However, they shall be allowed reasonable reimbursement for pre-approved expenses incurred in the performance of their duties as Directors.

**Annual Report:** The Board of Directors shall cause an annual report to be sent to the members within 120 days after the end CSDA's fiscal year. That report shall contain the following information, in appropriate detail:

- The assets and liabilities of CSDA as of the end of the fiscal year;
- The principal changes in assets and liabilities;
- CSDA's revenue or receipts, both unrestricted and restricted to particular purposes;
- CSDA's expenses or disbursements for both general and restricted purposes.

The CSDA Annual Financial Audit shall serve as the Annual Report of CSDA.



### **Section 9. No Dual Directorships:**

During any period that CSDA is a participant in the Alliance Executive Council Memorandum of Understanding (MOU), the Board of Directors of CSDA shall appoint three (3) members of its board to serve as members of the Alliance Executive Council. No member of the Board of Directors of CSDA shall serve as a director on the board of SDRMA during the term of the MOU. In the event a director is elected to SDRMA, that director shall immediately be disqualified from further service on the Board of Directors of CSDA.

## **ARTICLE IV – DIRECTOR MEETINGS**

### **Section 1. Place of Meetings:**

Meetings of the Board of Directors shall be held in the state of California, at such places as the Board may determine. Directors may participate and have voting privileges remotely from other states and countries.

### **Section 2. Ratification Meeting:**

Following the election of Directors, the Board shall hold a meeting at such time and place as determined by the Board for the purpose of ratifying the newly elected directors and to transact other business of CSDA.

### **Section 3. Organization Meeting:**

After the ratification meeting, an organizational meeting of the Board shall be held at such time and place as determined by the Board for the purpose of electing the officers of the Board of Directors and the transaction of other business of CSDA.

### **Section 4. Planning Session:**

As directed by the Board of Directors, a special Strategic Planning Meeting shall be held to review, evaluate, and update the plans, policies and activities related to the business interests of CSDA. Timing and intervals of the Strategic Planning Meeting shall be determined by the Board of Directors.

### **Section 5. Regular Meetings:**

The dates of the regular meetings of the Board of Directors [on an annual basis](#) shall be ratified at the last Board meeting of the previous year. The meetings shall be held at such time and place as the Board may determine. The dates and places of the Board meetings shall be published in the CSDA's publications for the benefit of the members.

### **Section 6. Special Meetings:**

A special meeting of the Board of Directors may be called for any purpose at any time by the President or by any group of 10 directors or as described in Article II, Section 6.B.

Such meetings may be held at any place designated by the Board of Directors. In the event directors are unable to personally attend the special meeting, teleconferencing means will be made available.

Notice of the time and place of special meetings shall be given personally to the ~~directors,~~ [directors](#), ~~or~~ [directors](#) or sent by written or electronic communication. All written notices shall be sent at least ten days prior to the special meeting and electronic notices at least five days prior.

**Section 7. Board of Directors Meeting Quorum:**

A quorum of the Board of Directors for the purpose of transacting business of the CSDA shall consist of ten directors. A majority vote among at least ten directors present at a duly noticed meeting shall constitute action of the Board of Directors.

**Section 8. Board Meetings by Telephone and Electronic Communications:**

Any Board meeting may be held by conference telephone, [use of web-based video communication software](#) ~~video screen communication~~ or other electronic communications equipment. Participation in such a meeting under this Section shall constitute presence in person at the meeting if both of the following apply: (a) each Board member participating in the meeting can communicate concurrently with all other Board members; and (b) each member of the Board is provided a means of participating in all matters before the Board, including the capacity to propose or interpose an objection to a specific action to be taken by CSDA, and the capacity to vote on any proposal requiring action of the Board.

**Section 9. Official Records:**

All official records of the meetings of the CSDA shall be maintained at the principal business office of the CSDA or on official CSDA electronic file server(s).

## **ARTICLE V – OFFICERS**

### **Section 1. Number and Selection:**

The officers of CSDA shall be the President, Vice President, Secretary, Treasurer and the Immediate Past President. The officers shall be elected annually from the members of the Board of Directors without reference to networks. All officers shall be subordinate and responsible to the CSDA Board of Directors and shall serve without compensation.

Each officer shall hold office for the term of one year, or until resignation or disqualification.

The Board of Directors may appoint such other officers as the business of CSDA may require. Each of the appointed officers shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board of Directors may determine.

### **Section 2. Duties of the President:**

The President shall be the chief officer of the CSDA and shall, subject to the approval of the Board of Directors, give supervision and direction to the business and affairs of CSDA.

The President shall preside at all Board of Director and membership meetings. The President shall be an ex-officio member of all Standing Committees. The President shall appoint committee chairs and vice-chairs and members of the Standing Committees, subject to confirmation by the Board of Directors.

The President shall have the general powers, duties and management usually vested in the office of the president of a corporation. The President shall have such other powers and duties as may be prescribed by these Bylaws or by the vote of the Board of Directors.

### **Section 3. Duties of the Vice President:**

In the absence of, or disability of the President, the Vice President shall perform all of the duties of the President. When so acting, the Vice President shall have all the powers of the President, and be subject to all the restrictions upon the President.

The Vice President shall be an ex-officio member of all of the Standing Committees.

### **Section 4. Duties of the Secretary:**

The Secretary or a designee appointed by the Board of Directors shall give notice of meetings to the Board of Directors, and notices of meetings to the members as provided by these Bylaws.

The Secretary or designee shall record and keep all motions and resolutions of the Board. A record of all meetings of the Board and of the members shall be maintained. All written records of the Secretary shall be kept at the business office of CSDA.

A list of the membership of CSDA shall be maintained by the Secretary or such designee. Such record shall contain the name, address and type of membership, of each member. The date of membership shall be recorded, and in the event the membership ceases, the date of termination.

The Secretary or designee shall perform such other duties as may be required by law, by these Bylaws, or by the Board of Directors.

**Section 5. Duties of the Treasurer:**

The Treasurer or a designee appointed by the Board of Directors shall keep and maintain adequate and correct accounts of the properties and the business transactions of CSDA, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The books of account shall at all times be open to inspection by any director or member of the CSDA.

The Treasurer or designee shall be responsible to cause the deposit of all moneys of the CSDA, and other valuables in the name and to the credit of CSDA, with such depositories as may be designated by the Board of Directors.

The Treasurer or designee, shall disburse, or cause to be disbursed by persons as authorized by resolution of the Board of Directors, the funds of CSDA, as ordered by the Board of Directors.

The Treasurer or designee shall serve as chair of the CSDA Fiscal Committee. The Treasurer shall render to the President and the Board of Directors an account of all financial transactions and the financial condition of CSDA at each Board meeting and on an annual basis, or upon request of the Board.

The Treasurer or designee shall, after the close of the fiscal year of CSDA, cause an annual audit of the financial condition of CSDA to be done.

The Treasurer or such designee shall perform such other duties as may be required by law, by these Bylaws, or by the Board of Directors.

**Section 6. Disbursement of Funds:**

No funds shall be disbursed by CSDA unless a check, draft or other evidence of such disbursement has been executed on behalf of CSDA by persons authorized by resolution of the Board of Directors.

**Section 7. Removal of Officers:**

Officers of the Board may be removed with or without cause at any meeting of the Board of Directors by the affirmative vote of a majority of the Board of Directors present at such meeting.

## ARTICLE VI – COMMITTEES

### **Section 1. Committee Structure:**

Each committee shall have a chair and a vice-chair. Committee chairs shall be a member of the Board of Directors, except for the CSDA Finance Corporation Committee. Committee Vice-Chairs may be individuals from Regular Member districts in good standing upon appointment by the CSDA Board President and ratification by the CSDA Board of Directors. Each committee shall have at least two Board members and no more than nine Board members. Directors may be appointed as alternate members of a committee, in the event of an absent committee member.

Other members of any committee may include designees of regular, associate or Business Affiliate members.

### **Section 2. Committee Actions:**

All actions of any committee of the CSDA shall be governed by and taken in accordance with the provisions of these Bylaws. All committees shall serve at the pleasure of the Board and have such authority as provided by the Board of Directors. Minutes of each committee meeting shall be kept maintained and each committee shall present a report to the Board of Directors at each regularly scheduled Board meeting.

No committee may take any final action on any matter that, under these Bylaws, or under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members of the CSDA.

All committees, regardless of Board resolution, are restricted from any of the following actions as imposed by the California Nonprofit Public Benefit Corporation Law:

- No committee may fill vacancies on the Board of Directors or on any committee that has authority of the Board, establish any other committees of the Board, or appoint the members of the committees of the Board.
- No committee may fix compensation of the directors for serving on the Board or on any committee, expend corporate funds to support a nominee for director, or approve any contract or transaction to which CSDA is a party and in which one or more of its directors has a material financial interest.
- No committee may amend or repeal Bylaws or adopt new Bylaws or amend or repeal any resolution of the Board that by its express terms is not subject to amendment or repeal.

### **Section 3. Committee Meetings:**

Meetings of the committees of CSDA shall be held in accordance with the provisions of these Bylaws. The time and place for regular meetings of such committees may be determined by the Board or by such committees. Special meetings of the committees may be called by the chair of such committee, or by the Board of Directors.

Written notice of any regular or special committee meeting may be given either personally, by first class mail, or by electronic transmission as specified in Article II, Section 6.C.2 of these Bylaws. Any committee meeting may also be held by conference telephone, [use of web-based video communication software](#)~~web conference~~ or other electronic communication equipment. Participation in such a meeting under this Section shall constitute presence in person at the committee meeting if both of the following apply: (a) each committee member participating in the meeting can communicate concurrently with all other committee members; and (b) each member of the committee is provided a means of participating in all matters before the committee, including the capacity to propose or interpose an objection to a specific action to be taken by that committee, and the capacity to vote on any proposal requiring action or recommendation by the committee.

#### **Section 4. Standing Committees:**

Standing Committees of CSDA shall be advisory in nature except for the Finance Corporation (see Section 4D). The Standing Committees are: Executive, Professional Development, Elections and Bylaw, Finance Corporation, Fiscal, Legislative, Member Services and Audit.

The President shall recommend the appointment of committee officers and members of each Standing Committee except the Executive Committee. All committee members are subject to ratification by the Board of Directors.

##### **A. Executive Committee:**

The Executive Committee shall consist of all officers of CSDA: the President, Vice President, Secretary, Treasurer and the Immediate Past President of CSDA. If the Immediate Past President is no longer a member of the Board of Directors, a previous past president may be appointed. If there are no directors who have served previously as President, the President shall appoint a current director to serve as a member of the Executive Committee.

Subject to these Bylaws and approval of the Board of Directors, the Executive Committee shall have full power, authority and responsibility for the operation and function of the CSDA.

##### **B. Professional Development Committee:**

The Professional Development Committee shall provide advice, feedback and general guidance for CSDA professional development programs and events.

##### **C. Election and Bylaws Committee:**

The Election and Bylaws Committee shall be responsible for conducting all elections for the CSDA Board of Directors as provided in these Bylaws. The Committee shall annually review the Bylaws and shall be responsible for membership vote on any bylaw changes and approval of election materials.

##### **D. Finance Corporation Committee:**

The Finance Corporation Committee shall serve as ex officio members of the Board of Directors of the CSDA Finance Corporation, a California non-profit public benefit corporation organized to provide financial assistance to CSDA members in acquiring, constructing and financing various public facilities and equipment for the use and benefit of the public. The Finance Corporation Committee is not an advisory committee, but rather has all of the powers described in the CSDA Finance Corporation Bylaws, which are incorporated herein by this reference. Such powers include the powers to manage and control the business affairs of the corporation, to approve policies for the corporation's operations, and to enter into all contracts necessary to provide financial assistance to CSDA members.

**E. Fiscal Committee:**

The Treasurer shall serve as the chair of the Fiscal Committee and shall, with the Committee, be responsible for oversight of all the financial transactions of the CSDA. An annual budget shall be reviewed by the committee and ratified by the Board of Directors.

**F. Legislative Committee:**

The Legislative Committee shall be responsible for the development of CSDA's legislative agenda and advocacy priorities. The Legislative Committee shall review, direct and assist the CSDA Advocacy and Public Affairs Department with legislative and public policy issues.

**G. Member Services Committee:**

The Member Services Committee shall be responsible for recruitment and retention activities as well as recommendation of new members and benefits to the CSDA Board of Directors. All new members shall be ratified by the Board of Directors.

**H. Audit Committee:**

The Audit Committee is responsible for maintaining and updating internal controls. The Committee selects the Auditor for Board of Directors approval and provides guidance to the auditors on possible audit and fraud risks. The Committee reviews the audit and management letter and makes recommendation to the Board of Directors for action.

**Section 5. Ad Hoc Committees:**

The President may appoint other Ad Hoc Committees and their officers as may be determined necessary for the proper operation of the CSDA. The Standing Committees and the Ad Hoc Committees shall plan and authorize such programs as may be directed by the Board of Directors.

The Ad Hoc Committees shall be advisory in nature and shall be composed of at least two members of the Board of Directors. Other members of such committees may include designees of regular, associate or professional members, or members of the public, as approved by the Board of Directors.

**Section 6. Special Committee of the Board:**

A Special Committee may be granted authority of the Board as a Committee of the Board, as required by the California Nonprofit Public Benefit Corporation Law, provided by a specific resolution adopted by a majority of the Board of Directors then in office. In such case, the Special Committee shall be composed exclusively of two or more directors, but less than a quorum of the Board of Directors.

**ARTICLE VII – INDEMNIFICATION**

**Section 1. Right of Indemnity:**

To the fullest extent permitted by law, the CSDA shall defend, indemnify and hold harmless both its past and present directors, officers, employees and other persons described in Section 5238(a) of the California Corporations Code, against any and all actions, expenses, fines, judgments, claims, liabilities, settlements and other amounts reasonably incurred by them in connection with any “proceeding”, as that term is used in the Section 5238(a) of the California Corporations Code.

“Expenses”, as used in these Bylaws, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

**Section 2. Approval of Indemnity:**

On written request to the Board by any person seeking indemnification under Section 5238(b) or Section 5238(c) of the California Corporations Code, the Board shall promptly determine under Section 5238(e) of the California Corporations code whether the applicable standard of conduct set forth in Section 5238(b) or Section 5238(c) has been met, and if so, the Board shall authorize indemnification.

If the Board cannot authorize indemnification because the number of directors who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of directors who are not parties to that proceeding, the Board shall promptly call a meeting of the members.

At the request for indemnification meeting, the members shall determine under Section 5238(e) of the California Corporations Code whether the applicable standard or conduct set forth in Section 5238(b) or Section 5238(c) has been met, and, if so, the members present at the meeting in person or by proxy shall authorize indemnification.

**Section 3. Insurance:**

CSDA shall have the right to purchase and maintain insurance to the full extent permitted by law, on behalf of its officers, directors, employees, and agents, against any liability asserted against or incurred by any officer, director, employee or agent in such capacity, or arising out of the officer’s, director’s, employee’s, or agent’s status as such.



**Section 4. Liability:**

No member, individual, director, or staff member of the CSDA shall be personally liable to the CSDA's creditors, or for any indebtedness or liability. Any and all creditors shall look only to the CSDA's assets for payment.

**ARTICLE VIII – AFFILIATED CHAPTERS**

**Section 1. Purpose:**

The purpose of affiliated chapters is to provide local forums of members for the discussion, consideration and interchange of ideas concerning matters relating to the purposes and powers of special districts and the CSDA.

The affiliated chapters may meet to discuss issues bearing upon special districts and the CSDA. The chapters may make recommendations to the CSDA's Board of Directors.

**Section 2. Organization:**

The regular voting members of CSDA are encouraged to create and establish affiliated chapters. In order to be recognized as a CSDA Chapter, each Chapter must approve and execute a Chapter Affiliation Agreement in order to obtain the right to use the CSDA name, logo, membership mailing list, intellectual property, endorsements, and CSDA staff support and technical assistance in conducting Chapter activities. The terms and conditions of the Chapter Affiliation Agreement are incorporated herein by this reference.

Each chapter formed prior to August 1, 2011 must have at least one CSDA member in their membership at all times, including but not limited to the following chapters: Alameda, Butte, Contra Costa, Kern, Marin, Monterey, Orange (ISDOC), Placer, Sacramento, San Bernardino, San Diego, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Ventura. Such existing chapters may include as members: local organizations and businesses, districts and professionals who are not members of CSDA.

New chapters formed after August 1, 2011, are required to have 100 percent of their special district members as current members of CSDA in order to be a chapter affiliate of CSDA. Such chapters may include as members: local organizations/businesses and professionals who are not members of CSDA.

Affiliated chapters shall be determined upon approval and execution of the Chapter Affiliation Agreement by the chapter and approval and ratification of the Chapter Affiliation Agreement by the CSDA Board of Directors. The chapters shall be required to provide updated membership lists to the CSDA at least annually or upon request by the President or CEO.

No partnership or joint venture shall be established between CSDA and its affiliated chapters by reason of the provisions of these Bylaws or the Chapter Affiliation Agreement.

**Section 3. Rules, Regulations and Meetings:**

Each affiliated chapter shall adopt such rules and regulations, meeting place and times as the membership of such affiliated chapter may decide by majority vote. Rules and regulations of the affiliated chapter shall not be inconsistent with the Articles of Incorporation or Bylaws of CSDA.

**Section 4. Financing of Affiliated Chapters:**

No part of CSDA's funds shall be used for the operation of the affiliate chapters. CSDA is not responsible for the debts, obligations, acts or omissions of the affiliate chapters.

**Section 5. Legislative Program Participation:**

Affiliate chapters may function as a forum regarding federal, state and local legislative issues. The chapters may assist CSDA in the distribution of information to their members.

## **ARTICLE IX – AMENDMENTS TO THE BYLAWS**

### **Section 1. Amendment Proposals:**

Any regular voting member in good standing may propose changes to these Bylaws. The proposed amendments shall be reviewed by the Board of Directors and submitted to the Election and Bylaws Committee for their study.

After examination by the Election and Bylaws Committee and upon approval by the Board of Directors the amendment proposals may be submitted for vote at the Annual Business meeting of the members held by CSDA, at a specially called meeting, or by mail or electronic ballot.

### **Section 2. Amendment Membership Meeting:**

Prior notice in writing of the proposed amendments to these Bylaws shall be given either by first class mail or by electronic transmission by the Board of Directors to the regular voting members in good standing, not later than 45 days in advance of the amendment meeting pursuant to the provisions of Article II, Section 6.C of these Bylaws. The electronic notice shall include copies of the proposed amendments.

Electronic copies of the proposed amendments shall also be available on the CSDA website for review by the regular voting members prior to the meeting. Copies of the proposed amendments shall also be available for the regular voting members at the amendment membership meeting.

The amendment membership meeting may be conducted as an electronic meeting pursuant to the provisions of Article II, Section 6.D of these Bylaws.

### **Section 3. Written Bylaw Amendment Ballot:**

The Board of Directors of CSDA may submit Bylaw amendments for approval of regular voting members by mail or electronic ballot rather than by means of an amendment membership meeting.

When a written ballot is used to amend these Bylaws, the ballot shall include the text of all proposed Bylaw amendments the Board of Directors intends to present for vote by the members. Such written ballot shall contain the information specified in Article II, Section 6.F of these Bylaws and shall be distributed to regular voting members either by first class mail or by electronic transmission at least 45 days in advance of the date designated for return of the ballot.

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

**Section 4. Bylaw Amendment Ratification:**

**A. Membership Meeting:**

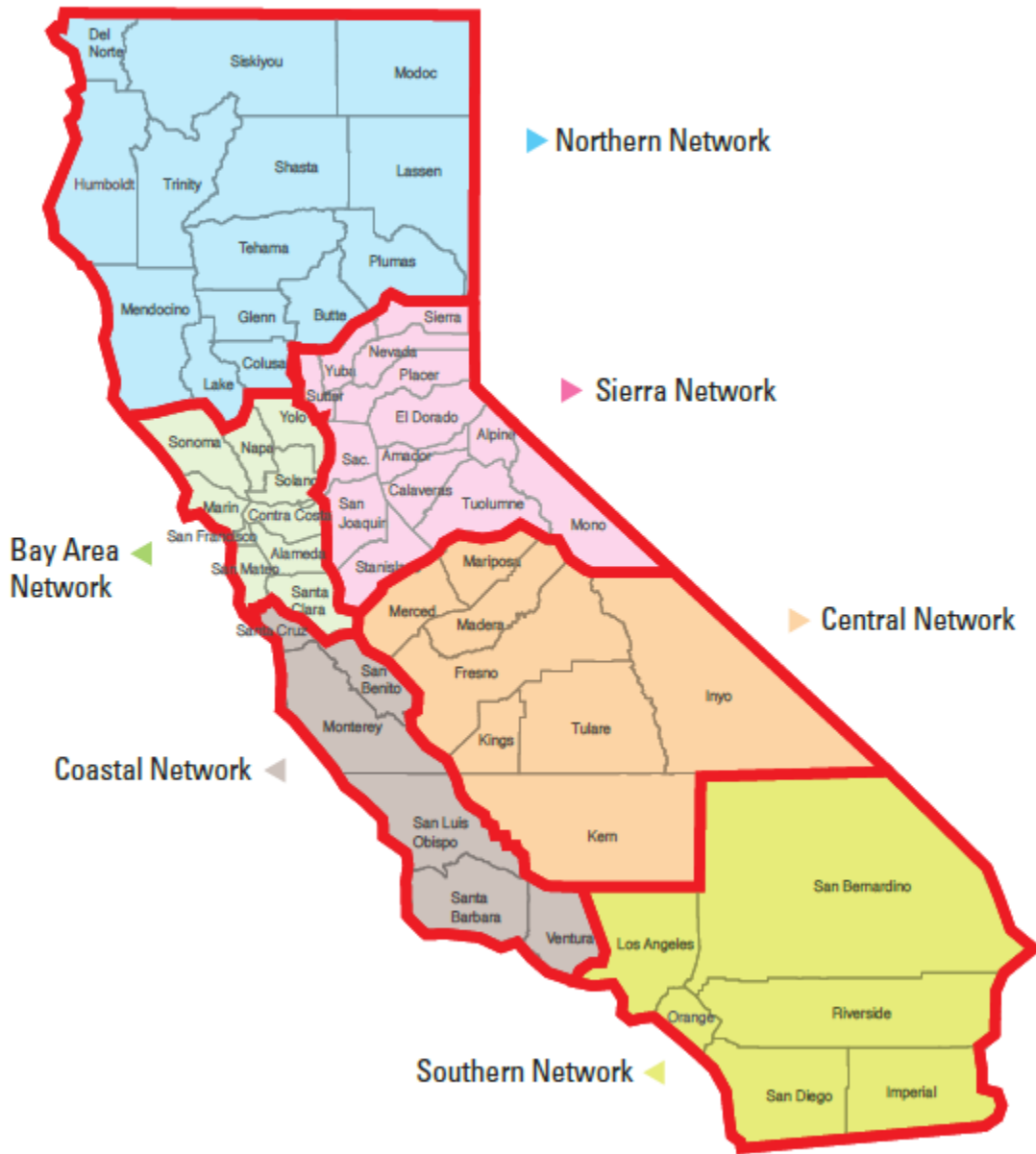
The proposed Bylaw amendments shall be deemed adopted by the members when the number of votes cast by regular voting members present at such membership meeting meets or exceeds the required quorum of 25 regular voting members, and the number of votes cast approving the Bylaw amendments constitutes a majority of votes cast, i.e., 50% plus one of regular voting members casting ballots at such meeting.

**B. Mail or Electronic Ballot:**

The proposed Bylaw amendment/s shall be deemed adopted by a majority of the regular voting members by mail or electronic ballot when the provisions of Article II, Section 6.H of these Bylaws have been satisfied.



California Special Districts Association  
**DISTRICT NETWORKS**





**CONSENT CALENDAR ITEM**  
November 20, 2024

**TO:** Board of Directors

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

**Harvey De La Torre, General Manager**

Staff Contact: Heather Baez, Director of Governmental Affairs

**SUBJECT: AUTHORIZATION TO VOTE ON BEHALF OF MWDOC ON THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) PROPOSED AMENDED AND RESTATED BYLAWS**

**STAFF RECOMMENDATION**

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Staff recommends that the Board of Directors:

- Review the ACWA’s proposed bylaw amendments; and
- Authorize staff to submit a Voter Designation and Information Form to ACWA as required no later than Monday, November 25; and
- Authorize MWDOC’s Board President Bob McVicker (or his designee), and an alternate, to cast the District’s ballot at ACWA’s Fall Conference on December 4, 2024.

**COMMITTEE RECOMMENDATION**

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Committee recommended the Board authorize Director Thomas be the primary, with Director Crane the alternate to cast the District’s ballot at the ACWA Fall Conference.

**REPORT**

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At the Association of California Water Agencies (ACWA) 2024 Fall Conference & Expo a membership meeting will be held to conduct a vote by the membership on proposed amended and restated Bylaws of ACWA. The in-person meeting will be held on **Wednesday, December 4 at 1:30 p.m.** at the Main Stage in the Springs Ballroom F & G at the JW Marriott Desert Springs Resort & Spa, Palm Desert.

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

Each member agency is entitled to one vote that will be cast by its authorized voting representative. Member agencies must designate their voting representative and alternate by submitting the attached Voting Representative Form by **Monday, November 25**.

### Proposed Amended and Restated Bylaws

As part of ongoing efforts to ensure ACWA's Bylaws are current, ACWA staff are proposing several amendments to the Bylaws for consideration by the membership, as recommended by the ACWA Board of Directors at its meeting on September 20, 2024.

ACWA staff worked with its general counsel, Joshua Nelson, to prepare the proposed amendments, which include the following changes:

- Amendments to clarify language and to reflect consistency with other governance documents, daily operations, and practices.
- Amendments to clarify the role of the Council of Past Presidents as it relates to participation in Board and Executive Committee meetings as non-voting representatives.
- Amendments to clarify the Past Presidents' eligibility to serve on ACWA's Election Committee.
- Amendments to clarify language pertaining to ACWA's voting and written ballots processes.

Refer to the [linked table](#) describing each proposed bylaw amendment along with the rationale for change. [Redline \(linked\)](#) and [clean \(linked\)](#) versions of the proposed Amended and Restated Bylaws are also available.

Redline and clean versions of these amendments are attached.

### Voting Process

Consistent with ACWA's Bylaws, Article 9, Section 5:

- Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative.
- Voters must be present at the membership meeting to vote.

ACWA will be using a voting system called Live-Tally, which will allow voters to vote using a handheld keypad.

- Member agencies must indicate their voting representative and alternate on the attached Voter Designation & Information Form as well as provide all the information identified on the form for ACWA to facilitate all aspects of the membership meeting and voting processes.

**ALIGNMENT WITH BOARD STRATEGIC PRIORITIES**

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- |  |   |
|--|---|
| <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 type="checkbox"/> Solicit input and feedback from member agencies.                         |
| <input type="checkbox"/> Strengthen communications and coordination of messaging.                                    | <input type="checkbox"/> Invest in workforce development and succession planning.                 |

**BOARD OPTIONS**

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**Option #1:** Staff recommends that the Board of Directors:

- Review the ACWA’s proposed bylaw amendments; and
- Authorize staff to submit a Voter Designation and Information Form to ACWA as required no later than Monday, November 25; and
- Authorize MWDOC’s Board President Bob McVicker (or his designee), and an alternate, to cast the District’s ballot at ACWA’s Fall Conference on December 4, 2024.

**Fiscal Impact:** None

**Option #2:** Take no action

**Fiscal Impact:** None

<b>List of Attachments/Links:</b>
<b>Attachment 1:</b> Authorized Voting Representative Form
<b>Attachment 2:</b> Proposed Amendments to ACWA’s Bylaws Table
<b>Attachment 3:</b> Proposed Amended and Restated Bylaws (redline version)
<b>Attachment 4:</b> Proposed Amended and Restated Bylaws (clean version)
<b>Link 1:</b> <a href="http://www.acwa.com/wp-content/uploads/2024/10/Proposed-Amendments-to-Bylaws-Table_GSMM_2024-09-20.pdf">www.acwa.com/wp-content/uploads/2024/10/Proposed-Amendments-to-Bylaws-Table_GSMM_2024-09-20.pdf</a>
<b>Link 2:</b> <a href="http://www.acwa.com/wp-content/uploads/2024/10/2022-11-30_ACWA-Bylaws_GSMM_2024-09-20_redline.pdf">www.acwa.com/wp-content/uploads/2024/10/2022-11-30_ACWA-Bylaws_GSMM_2024-09-20_redline.pdf</a>
<b>Link 3:</b> <a href="http://www.acwa.com/wp-content/uploads/2024/10/2022-11-30_ACWA-Bylaws_GSMM_2024-09-20_clean.pdf">www.acwa.com/wp-content/uploads/2024/10/2022-11-30_ACWA-Bylaws_GSMM_2024-09-20_clean.pdf</a>



There will be a Membership Meeting at ACWA’s 2024 Fall Conference & Expo.

**Date & Time:** December 4, 2024, 1:30 p.m.

**Location:** JW Marriott Desert Springs Resort & Spa, Palm Desert  
Main Stage in the Springs Ballroom F & G

The purpose of the meeting is to conduct a vote by the membership on proposed Amended and Restated Bylaws of the Association of California Water Agencies as recommended by the Board of Directors at its meeting on September 20, 2024.

As set forth in Board Policy 2.8.1.5, each authorized voting representative has the responsibility to do the following in order to vote:

- Pick up handheld keypad or other designated voting mechanism prior to the start time of the membership meeting as specified in the meeting notice.
- Be physically present and inside the meeting room at the start of the membership meeting as specified on the meeting agenda.

**Pick up Voting Keypad and Ask Questions**

ACWA staff will be at the **Membership Meeting Check-In Desk** on **Wednesday, December 4, from 9:00 a.m. to noon.** to answer questions about the membership meeting and voting process. Voters must sign in during this time to pick up their voting keypads. *Note: If you do not have your keypad by noon., you will not be able to vote, consistent with established Board Policy 2.8.1.5.*

**The person designated below will attend the Membership Meeting on December 4 as our voting representative. An alternate has also been identified as a backup voter in the event one is needed.**

Member Agency’s Name		Agency’s Phone No.
Authorized Voting Representative’s <b>Name</b>	Authorized Voting Representative’s <b>Email</b>	Authorized Voting Representative’s <b>Phone No.</b>
Alternate Authorized Voting Representative’s <b>Name</b>	Alternate Authorized Voting Representative’s <b>Email</b>	Alternate Authorized Voting Representative’s <b>Phone No.</b>

Member acknowledges that this information has been communicated to their authorized voting representative.

Print Name of Member Agency’s Authorized Signatory

Date

Authorized Signatory Signature

**SUBMIT YOUR FORM**

**To:** Donna Pangborn, Senior Clerk of the Board  
**Email:** donnap@acwa.com  
**Fax:** 916-669-2425

**SUBMISSION DEADLINE**  
**NOVEMBER 25, 2024**



# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 1: ARTICLE 3, Officers

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 3.01. (c) Vice President.</b> The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.</p>	<p>Section 3.01. (c) Vice President. The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president. <u>The vice president shall be a non-voting, ex officio member of each committee, but shall not be an ex officio member of the Election Committee or the region boards.</u></p> <p><u>The vice president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.</u></p>	<p>Amendment to add these provisions to the Vice President position, similar to Section 3.01(b) to provide procedural consistency to the two Board Officer positions.</p>

Note: Green text throughout this document reflects edits recommended by the Legal Affairs Committee (LAC) Workgroup in response to its review and analysis of the proposed amendments to the Bylaws, consistent with Section 9.09 of ACWA's Bylaws. The ACWA Board included the LAC Workgroup's recommended edits as part of its recommendation to the members.

# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 2: ARTICLE 4, Board of Directors

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 4.07. Quorum.</b> At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.</p>	<p><b>Section 4.07. Quorum.</b> At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters; <del>or</del> enforcement of violations of the code of conduct; <u>pending or anticipated litigation or other legal matters, including, but not limited to, considering whether to file or join in an amicus brief; real property negotiations and discussions; and other confidential matters as determined by the Board to the extent permitted by applicable law.</u> (See <a href="#">Board Policy 2.1.8.3.</a>)</p>	<p>Amendment to clarify the scope of issues that can be addressed by the Board in closed session.</p>

# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 3, ARTICLE 3, Board of Directors

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 4.12. Code of Conduct of Board Members.</b></p> <p>(a) <b>Code of Conduct Purpose and Adoption.</b> The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association’s commitment to integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.</p>	<p><b>Section 4.12. Code of Conduct of Board Members.</b></p> <p>(a) <b>Code of Conduct Purpose and Adoption.</b> The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association’s commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. <del>The code shall be consistent with the procedural processes contained in this section.</del> <u>(See Code of Conduct Policy, Board Policy Manual, Policy No. GO-2.1A).</u> The code shall be consistent with the procedural processes contained in the Code of Conduct Policy <u>(See sections 2.1.3A and 2.1.4A of Policy No. GO-2.1A of the Board Policy Manual.)</u> The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.</p>	<p>Amendment to reflect consistency with recently adopted Board Policy GO-2.1A Code of Code and to delete reference to the Legal Affairs Committee Chair in Section 4.12(b). Amendment reflects deletion to this text to be less prescriptive due to the details in Board Policy GO-2.1A.</p>

# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 3 (cont'd), ARTICLE 3, Board of Directors

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 4.12. Code of Conduct of Board Members.</b></p> <p>(b) <b>Violations and Enforcement Process.</b> A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publicly censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a</p>	<p><b>Section 4.12. Code of Conduct of Board Members.</b></p> <p>(b) <del>Violation and Enforcement Process.</del> A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publicly censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a</p>	<p>Amendment to reflect consistency with recently adopted Board Policy GO-2.1A Code of Code and to delete reference to the Legal Affairs Committee Chair in Section 4.12(b). Amendment reflects deletion to this text to be less prescriptive due to the details in Board Policy GO-2.1A.</p>

Amendment 4, Article 6, Executive Committee

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 6.02 Powers. Personnel.</b></p> <p>(a) Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors;</p> <p>...</p>	<p><b>Section 6.02 Powers. Personnel.</b></p> <p>(a) Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review <del>and approve</del> the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be <del>reviewable</del> <u>approved</u> by the Board of Directors, <del>in closed session, upon request of the Board of Directors;</del></p> <p>...</p>	<p>Amendment to clarify that the ACWA Board is the approving authority for the public salary schedule, as required by CalPERS. The Executive Committee will review and make a recommendation to the Board.</p>



# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 5, ARTICLE 8, Special Council, Committees, and Task Forces

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 8.01 Council of Past Presidents.</b> There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board meetings.</p>	<p><b>Section 8.01 Council of Past Presidents.</b> There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board <u>and Executive Committee meetings, including attending closed sessions. With the exception of the immediate past president, members of the Council of Past Presidents are non-voting.</u></p>	<p>Amendment to clarify that Past Presidents are non-voting representatives on ACWA's Board and Executive Committee with the ability to participate in the full range of activities, including closed session.</p>



# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 6, ARTICLE 8, Special Council, Committees, and Task Forces

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 8.02 Election Committee.</b></p> <p><b>(b) Qualification.</b> In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the election cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.</p>	<p><b>Section 8.02 Election Committee.</b></p> <p><b>Qualification.</b> In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. <u>Past presidents, who are Honorary Life Members of the Association, may also serve on the Election Committee without meeting stated qualifications unless otherwise disqualified.</u> Where an individual ceases to meet these criteria during the election cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.</p>	<p>Amendment to allow unaffiliated Past Presidents to serve on the Election Committee without meeting the stated criteria since they are Honorary Life Members of the Association.</p>



# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 7, ARTICLE 9, Meetings of Members

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 9.06 Voting.</b> Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identity of that authorized representative for the purpose of casting ballots in any election of president and vice president. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.</p>	<p><b>Section 9.06 Voting.</b> Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identity of that member's authorized representative for the purpose of casting ballots in any election of president and vice president, <u>amendments to these Bylaws, or other Association business that requires a vote.</u> All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.</p>	<p>Amendment to expand this language to cover additional actions where an authorized representative will need to be confirmed for the purposes of casting a ballot (see newly added Section 9.15).</p>

# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 8, ARTICLE 9, Meetings of Members

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 9.08 Quorums.</b> The presence of the authorized representative of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president.</p>	<p><b>Section 9.08 Quorums.</b> The presence of the authorized representatives of <u>at least 50 members</u> of the Association at any meeting of the members shall constitute a quorum for transacting business. <del>Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president.</del> <u>Actions taken by written ballot shall require the timely receipt of the written ballot from the authorized representatives of at least 50 members to constitute a quorum.</u></p>	<p>Amendment to clarify the written ballot quorum language to cover other actions besides the elections of president and vice president (see newly added Section 9.15)</p>

# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 9, ARTICLE 9, Meetings of Members

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 9.11. Election of President and Vice President.</b> Each member of the Association in good standing at the time a vote is cast for election of the president and vice president shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election. <u>Nominating resolutions for write-in candidates must be received by the deadline for the return of ballots.</u></p>	<p><b>Section 9.11. Election of President and Vice President.</b> Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election. <u>Nominating resolutions for write-in candidates must be received by the deadline for the return of ballots.</u></p>	<p>Amendment to clarify that write-in candidates for president or vice presidents must submit a nominating resolution by the election deadline since they did not go through the Election Committee review process.</p>

# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 10, ARTICLE 9, Meeting of Members

Current Bylaw	Proposed Bylaw	Rationale
	<p><b>Newly Added Section.</b>  <b>Section 9.15. Action by Written Ballot.</b> <u>To the extent permitted by applicable law and subject to all applicable requirements, any action that may be taken at a regular or special member meeting of the members may be approved by written ballot if a ballot is sent to each member entitled to vote on the matter. Ballots may be sent and returned by electronic transmission as permitted in the Corporations Code. Ballot format, solicitation and voting thresholds shall meet the requirements of the Corporations Code and be consistent with applicable provisions of these Bylaws.</u></p>	<p>Amendment to allow the flexibility to take action by written ballot beyond the currently approved process of electing the president and vice president by written ballot.</p>



# Proposed Amendments to the Bylaws of the Association of California Water Agencies

## Amendment 11, Article 11, Definitions

Current Bylaw	Proposed Bylaw	Rationale
<p><b>Section 11.04. Definitions.</b> As used in these bylaws, the term “notice provided by electronic means” shall refer to notice given by fax or e-mail.</p>	<p><b>Section 11.04. Definitions.</b> As used in the Bylaws, the terms <u>“electronic transmission”</u> and <u>“notice provided by electronic means”</u> shall refer to notice and <u>other communications</u> given by fax or email.</p> <p><b>Newly Added Section.</b>  <b>Section 11.05. Conflicts Between Bylaws and Other Association Policies.</b> <u>To the extent permitted by applicable law, these Bylaws shall govern in the event there is a conflict between these Bylaws and another Association policy, rule, or procedure.</u></p>	<p>Amendment to add “electronic transmission,” to clarify the meaning of this term in Section 9.15 and to harmonize this term with currently accepted means of providing notice.</p> <p>Amendment to clarify that ACWA’s Bylaws govern in the event there is a conflict with another Association policy, rule, or procedure.</p>

**Amendment 12, VARIOUS, References to ACWA**

Current Bylaw	Proposed Bylaw	Rationale
Cleanup amendments:	<p>Change the reference to ACWA to Association in the following Bylaws:</p> <ul style="list-style-type: none"> <li>Section 5.02 Officers (a)</li> <li>Section 7.01 Qualification.</li> <li>Section 7.05 Agriculture Committee</li> </ul> <p>Section 5.02 Officers (a): Delete reference to ACWA before Board of Directors.</p>	<p>Amendment to change references to ACWA to Association to provide consistency throughout the document.</p>



**PROPOSED AMENDED AND  
RESTATED BYLAWS of the  
Association of California  
Water Agencies**

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*Amended and restated by the ACWA Members: November 30, 2022*

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*(As amended and restated by the Members on November 30, 2022)*

## **ARTICLE 1 - General**

**Section 1.01. Name.** The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

**Section 1.02. Principal Office.** The principal office for the transaction of business of the Association shall be located in Sacramento, California.

**Section 1.03. Purposes.** The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

## ARTICLE 2 – Membership and Dues

### Section 2.01. Membership.

- (a) **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in Section 2.01(b) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association. A member of the Association shall be in good standing if in compliance with all bylaws and requirements of membership, including timely payment of annual dues and emergency assessments.
- (b) **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- (c) **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2.02 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association’s principal office. The Board of Directors may terminate the membership of any member upon 30 days’ written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member’s interest in the Association’s assets.

**Section 2.02. Dues.** The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

**Section 2.03. Liability of Members.** No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member;

and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

### ARTICLE 3 - Officers

#### Section 3.01. President and Vice President.

- (a) **General.** The president and vice president of the Association shall be the elected officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association by written ballot in each odd-numbered year before the Association's annual meeting, shall be announced at the Association's annual meeting, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.
- (b) **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting, *ex officio* member of each committee, but shall not be an *ex officio* member of the Election Committee or the region boards.

The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

- ~~(c)~~ **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president. The vice president shall be a non-voting, *ex officio* member of each committee, but shall not be an *ex officio* member of the Election Committee or the region boards.

The vice president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

**Section 3.02. Executive Director/Secretary and Controller/Treasurer.**

- (a) **General.** The executive director/secretary and controller/treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- (b) **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller/treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- (c) **Controller/Treasurer.** The controller/treasurer shall report to and act under the direction of the executive director/secretary. The controller/treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.

**ARTICLE 4 – Board of Directors**

**Section 4.01. Membership.** The Board of Directors shall consist of:

- (a) The Association president and vice president.
- (b) The chair and vice chair of each region.
- (c) The chair of each standing committee.
- (d) The most immediate active past president.
- (e) The vice president of the ACWA/Joint Powers Insurance Authority.

**Section 4.02. Term of Office.** The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors. Except as provided in Article 4, Section 4.11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

**Section 4.03. Attendance Requirement.** Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

**Section 4.04. Regular Meetings.** Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

**Section 4.05. Special Meetings.** Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

**Section 4.06. Meetings by Electronic Communication.** Any meeting of the Board of Directors, region boards, or any committee may be conducted, in whole or in part, by telephone, electronic transmission, or by electronic video screen communication. A member of the Board of Directors, a region board, or any committee shall be deemed present in person at the meeting if the following apply:

- (a) Each director, region board, or committee member participating in the meeting can communicate concurrently with all other directors, region board, or committee members.
- (b) Each director, region board or, committee member is provided the means of participating in all matters before the board, region board, or committee, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the Association.

**Section 4.07. Quorum.** At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall

constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters; ~~or~~ enforcement of violations of the code of conduct; pending or anticipated litigation or other legal matters, including, but not limited to, considering whether to file or join in an amicus brief; real property negotiations and discussions; and other confidential matters as determined by the Board to the extent permitted by applicable law. (See Board Policy 2.1.8.3.)

**Section 4.08. Alternates.** Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the standing committee chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

**Section 4.09. Vacancies for Standing Committee Chairs and Vice Chairs.** Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 4.10. Duties, Authorities, and Delegation.** Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

**Section 4.11. Immediate Past President.** The immediate past president automatically assumes this position after serving as the Association's elected president and is a voting member of the Board of Directors and Executive Committee. The term of office for the immediate past president shall commence on January 1 of the calendar year following election of the president and vice president and shall terminate on December 31 of the following odd-numbered year two years later. In the event the most

immediate active past president is unavailable to serve, the most recent and available active past president in succession shall serve in this capacity.

**Section 4.12. Code of Conduct of Board Members.**

~~(a) **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. (See Code of Conduct Policy, Board Policy Manual, Policy No. GO-2.1A.) The code shall be consistent with the procedural processes contained in the Code of Conduct Policy. (See sections 2.1.3A and 2.1.4A of Policy GO-2.1A of the Board Policy Manual.) The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.~~

~~(b) **Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the Executive Committee and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.~~



## ARTICLE 5-- Regions

### Section 5.01. Boundaries of Each Region.

- (a) There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.
- (b) A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in Section 5.01(a) above, as well as others deemed by the Board of Directors to be relevant to the decision.

### Section 5.02. Officers.

- (a) The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region in each odd-numbered year. A region may maintain a board of fewer than five but not less than three members as provided in the region's rules and regulations. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. [ACWA-Association](#) staff shall verify the legitimacy of the ballots.
- (b) The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the [ACWA](#) Board of Directors.
- (c) Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term. The region board may adopt more stringent criteria for board member qualifications as part of the region's rules and regulations.
- (d) Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position shall be deemed to exist when a region board



member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 5.03. Nominating Committees.** There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year.

**Section 5.04. Meetings.** The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, as set forth in Section 4.06.

**Section 5.05. Workgroups.** Workgroups may be appointed by the region chair as needed.

**Section 5.06. Rules.** Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

## ARTICLE 6 – Executive Committee

**Section 6.01. Membership.** There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

**Section 6.02. Powers.** The Executive Committee shall have the following authority:

- (a) **Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review ~~and approve~~ the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be ~~reviewable-approved~~ reviewable-approved by the Board of Directors, ~~in~~

~~closed session, upon request of the Board of Directors;~~ (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.

- (b) **Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- (c) **Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.

**Section 6.03. Reporting.** The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

**Section 6.04. Meetings.** The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, as set forth in Section 4.06. All members of the Board of Directors may attend any meeting of the Executive Committee. Meetings of the Executive Committee may be closed to others at the discretion of the president or committee. Only members of the Executive Committee are allowed to vote on matters at a meeting of the committee.

**Section 6.05. Minutes.** The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall

be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

## ARTICLE 7 – Standing Committees

**Section 7.01. Qualification.** In order to serve on any ~~ACWA~~Association standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

**Section 7.02. Term of Office.** The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs and vice chairs shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

**Section 7.03. Meetings.** Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Any meetings of standing committees may be conducted, in whole or in part, by electronic transmission or by electronic video screen communication, as set forth in Section 4.06. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

**Section 7.04. Committee Composition.** Each limited standing committee shall have a membership composition that is comprised of members in the quantity and with qualifications as defined by the provisions of these bylaws. The committee chair position shall not be included in the maximum count for determining the committee composition total of any given limited committee. The committee chair shall, however, be a voting member of their respective committees subject to the rules and procedures of each committee. If the chair is absent, the vice chair shall fill the role of the chair during such absence.

**Section 7.05. Agriculture Committee.** There shall be an Agriculture Committee whose duty it shall be to recommend Association policy, positions and programs to the Board of Directors, State Legislative Committee, Federal Affairs Committee or other committees, as appropriate, regarding agricultural issues affecting the interests of ~~ACWA~~the Association and its members. The committee shall consist of at least one member from each region.

**Section 7.06. Business Development Committee.** There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be

provided or administered by the Association that generate non-dues revenue and provide a service or benefit to member agencies. The committee shall consist of at least one member from each region and may include members from any of the other standing committees.

**Section 7.07. Communications Committee.** There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among member agencies. The committee shall consist of no more than 40 members. The committee shall consist of at least one member from each region.

**Section 7.08. Energy Committee.** There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.09. Federal Affairs Committee.** There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting member agencies, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one, but no more than five members from each region.

**Section 7.10. Finance Committee.** There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as *ex officio* members, either the chair or vice chair from each of the Association's 10 region boards, and one additional member from each region with experience in financial matters.

**Section 7.11. Groundwater Committee.** There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.12. Legal Affairs Committee.** There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to member agencies, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the member agencies and, assuming a finding of major significance, recommend to the Board of Directors

the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 34 and 44 attorneys, each of whom shall be a member of the California Bar and shall be, or act as, counsel for a member agency, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. The committee shall consist of at least one member from each region.

**Section 7.13. Local Government Committee.** There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one, but no more than three members from each region.

**Section 7.14. Membership Committee.** There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

**Section 7.15. State Legislative Committee.** There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting member agencies and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's legislative program. The committee shall consist of members representing a variety of types of member agencies and at least one, but no more than four members from each region.

**Section 7.16. Water Management Committee.** There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one, but no more than four members from each region.

**Section 7.17. Water Quality Committee.** There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested member agencies to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one member from each region.

## **ARTICLE 8 – Special Councils, Committees, and Task Forces**

**Section 8.01. Council of Past Presidents.** There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable

contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board and Executive Committee meetings, including attending closed sessions. With the exception of the immediate past president, members of the Council of Past Presidents are non-voting.

**Section 8.02. Election Committee.** There shall be an Election Committee consisting of eleven representatives established by February 28 of each odd-numbered year, whose purpose shall be to present qualified individuals for the offices of president and vice president of the Association. The Election Committee shall vet all candidates to determine if the eligibility criteria have been met. The Election Committee will endorse a preferred candidate for president and vice president before presenting an open ballot with all qualifying candidates to the members for a vote in the manner set forth in Section 9.10 and Section 9.11.

(a) **Selection.** The Election Committee shall be selected in the following manner:

(1) Each of the 10 currently seated Region Boards in the odd-numbered year shall appoint a representative from their respective regions to serve on the Election Committee.

(2) One representative appointed by the president in the odd-numbered year shall also serve on the Election Committee. Neither the president nor the vice president qualifies to be appointed to this position.

(b) **Qualification.** In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Past presidents, who are Honorary Life Members of the Association, may also serve on the Election Committee without meeting stated qualifications unless otherwise disqualified. Where an individual ceases to meet these criteria during the election cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.

**Section 8.03. Other Committees and Task Forces.** Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

## ARTICLE 9 – Meetings of Members

**Section 9.01. Meetings.** Meetings of the members of the Association shall be held at the Association’s conferences to provide a report to the members on the Association’s activities during the past year, provide an overview of the Association’s finances, announce the newly elected president and vice president of the Association in each odd-numbered year, and to transact such other proper business as may come before the meeting.

**Section 9.02. Special Meetings.** Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request.

**Section 9.03. Meetings by Remote Communication.** Any meeting of the members may be conducted, in whole or in part, by electronic transmission by and to the Association or by electronic video screen communication. The member shall be deemed present in person at the meeting if the following apply:

- (a) The Association implements reasonable measures to provide the member a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with those proceedings.
- (b) If any member votes or takes other action at the meeting by means of electronic transmission to the Association or electronic video screen communication, a record of that vote or action is maintained by the Association.
- (c) The Association verifies that each person participating remotely is an authorized representative of a voting member.

**Section 9.04. Notice Requirements for Membership Meetings.** Written notice of any membership meeting shall be given to each voting member of the Association. The notice shall state the date, time, and place of the meeting; the means by which members may participate; and the general nature of the business to be transacted. The member notification information shall also be posted on the Association’s website.

Except as otherwise provided in these bylaws or California law, a written notice of regular membership meetings shall be given not less than 10 or more than 90 days before the date of the meeting to each



member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than 20 days before the meeting.

**Section 9.05. Notice Requirements for Special Meetings.** The executive director/secretary shall cause notice to be given to all members of the Association of the date, time, and place of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting. If notice of the requested special meeting is not given within 20 days after receipt of the request, the person or persons requesting the meeting may give the notice.

**Section 9.06. Voting.** Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identity of that member's authorized representative for the purpose of casting ballots in any election of president and vice president, [amendments to these Bylaws, or other Association business that requires a vote](#). All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.

**Section 9.07. Amendment of Bylaws.** These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

**Section 9.08. Quorums.** The presence of the authorized representatives of at least 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. ~~Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president. Actions taken by written ballot shall require the timely receipt of the written ballot from the authorized representatives of at least 50 members to constitute a quorum.~~

**Section 9.09. Amendments, Revisions, and Resolutions.** Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 90 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association not less than 10 days or more than 90 days prior to presentation at such meeting. The written notice of the membership meeting shall be given to each voting member of the Association consistent with the provisions defined in Section 9.04. The 90-day rule may be suspended at any meeting of the Association



by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 9.06 and 9.07.

**Section 9.10. Nomination of President and Vice President.**

- (a) **Qualification.** At the time of their election, the president and vice president of the Association shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association.
- (b) **Nominating Resolutions.** All nominations for the positions of president and vice president shall be accompanied by an official resolution from the Association member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency's Board of Directors.

**Section 9.11. Election of President and Vice President.** Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election. Nominating resolutions for write-in candidates must be received by the deadline for the return of ballots.

**Section 9.12. Write-In Candidates.** If a write-in candidate prevails in any election for president or vice president, such individual shall not be officially elected into such position until the Election Committee confirms that the individual meets the eligibility criteria and qualifications requirements.

**Section 9.13. Run-off Election for President and Vice President.** In the event a nominee does not receive a majority of the votes for president or vice president, a run-off election shall be held for the office or offices for which a majority of the votes have not been received. The run-off election shall only involve the nominees who received the two highest amounts of votes. The run-off election shall be conducted in the same manner as the initial election.

**Section 9.14. Additional Procedures for Election of President and Vice President.** The Board shall have the authority to adopt policies for elections ("Election Policy") of president and vice president setting forth the details for the election of such positions when not otherwise contrary to or covered by these bylaws.

**Section 9.14-Section 9.15. Action by Written Ballot.** To the extent permitted by applicable law and subject to all applicable requirements, any action that may be taken at a regular or special member meeting of the members may be approved by written ballot if a ballot is sent to each member entitled to vote on the matter. If approved by the Board, ballots may be sent and returned by electronic transmission

as permitted in the Corporations Code. Ballot format, solicitation and voting thresholds shall meet the requirements of the Corporations Code and be consistent with applicable provisions of these Bylaws.

## **ARTICLE 10 –Indemnification of Directors, Officers, and Other Agents**

**Section 10.01. Right of Indemnity.** To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.

**Section 10.02. Approval of Indemnity.** On written request to the Board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the Board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the Board shall authorize indemnification.

**Section 10.03. Advancement of Expenses.** To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

**Section 10.04. Insurance.** The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer’s, director’s, employee’s or agent’s status as such.

## **ARTICLE 11 - Miscellaneous**

**Section 11.01. Conduct of Meetings.** All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert’s Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

**Section 11.02. Funds.** The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller/treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate

by resolution which persons, other than the controller/treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

**Section 11.03. Disposition of Assets upon Dissolution.** The Association’s properties and assets are irrevocably dedicated to the fulfillment of the Association’s purposes as described in Article 2 of the Articles of Incorporation. No part of the Association’s net earnings, properties and assets, on dissolution or otherwise, may inure to the benefit of any private person. Upon the dissolution of the Association, all debts thereof shall be paid and its affairs settled, and all remaining assets shall be distributed to the Association’s member political subdivisions for a public purpose, consistent with the provisions of the California Nonprofit Corporation Law relating to mutual benefit corporations then in effect and with the Articles of Incorporation.

**Section 11.04. Definitions.** As used in these ~~b~~Bylaws, the terms “electronic transmission” and “notice provided by electronic means” shall refer to notice and other communications given by fax or e-mail.

~~Section 11.04.~~**Section 11.05. Conflicts Between Bylaws and Other Association Policies.** To the extent permitted by applicable law, these Bylaws shall govern in the event there is a conflict between these Bylaws and another Association policy, rule, or procedure.

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Amended comprehensively December 1, 2010

Amended May 9, 2012

Amended May 7, 2014

Amended December 2, 2015

Amended November 29, 2017

Amended & Restated November 30, 2022



# AMENDED AND RESTATED BYLAWS of the Association of California Water Agencies

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*Amended and restated by the ACWA Members: November 30, 2022*

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*(As amended and restated by the Members on November 30, 2022)*

## **ARTICLE 1 - General**

**Section 1.01. Name.** The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

**Section 1.02. Principal Office.** The principal office for the transaction of business of the Association shall be located in Sacramento, California.

**Section 1.03. Purposes.** The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

## ARTICLE 2 – Membership and Dues

### Section 2.01. Membership.

- (a) **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in Section 2.01(b) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association. A member of the Association shall be in good standing if in compliance with all bylaws and requirements of membership, including timely payment of annual dues and emergency assessments.
- (b) **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- (c) **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2.02 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association’s principal office. The Board of Directors may terminate the membership of any member upon 30 days’ written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member’s interest in the Association’s assets.

**Section 2.02. Dues.** The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

**Section 2.03. Liability of Members.** No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member;

and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

### ARTICLE 3 - Officers

#### Section 3.01. President and Vice President.

(a) **General.** The president and vice president of the Association shall be the elected officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association by written ballot in each odd-numbered year before the Association's annual meeting, shall be announced at the Association's annual meeting, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.

(b) **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting, *ex officio* member of each committee, but shall not be an *ex officio* member of the Election Committee or the region boards.

The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

(c) **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president. The vice president shall be a non-voting, *ex officio* member of each committee, but shall not be an *ex officio* member of the Election Committee or the region boards.



The vice president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

**Section 3.02. Executive Director/Secretary and Controller/Treasurer.**

- (a) **General.** The executive director/secretary and controller/treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- (b) **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller/treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- (c) **Controller/Treasurer.** The controller/treasurer shall report to and act under the direction of the executive director/secretary. The controller/treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.

## **ARTICLE 4 – Board of Directors**

**Section 4.01. Membership.** The Board of Directors shall consist of:

- (a) The Association president and vice president.
- (b) The chair and vice chair of each region.
- (c) The chair of each standing committee.
- (d) The most immediate active past president.
- (e) The vice president of the ACWA/Joint Powers Insurance Authority.

**Section 4.02. Term of Office.** The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors. Except as provided in Article 4, Section 4.11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

**Section 4.03. Attendance Requirement.** Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

**Section 4.04. Regular Meetings.** Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

**Section 4.05. Special Meetings.** Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

**Section 4.06. Meetings by Electronic Communication.** Any meeting of the Board of Directors, region boards, or any committee may be conducted, in whole or in part, by telephone, electronic transmission, or by electronic video screen communication. A member of the Board of Directors, a region board, or any committee shall be deemed present in person at the meeting if the following apply:

- (a) Each director, region board, or committee member participating in the meeting can communicate concurrently with all other directors, region board, or committee members.
- (b) Each director, region board or, committee member is provided the means of participating in all matters before the board, region board, or committee, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the Association.

**Section 4.07. Quorum.** At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall

constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters; enforcement of violations of the code of conduct; pending or anticipated litigation or other legal matters, including, but not limited to, considering whether to file or join in an amicus brief; real property negotiations and discussions; and other confidential matters as determined by the Board to the extent permitted by applicable law. (See Board Policy 2.1.8.3.)

**Section 4.08. Alternates.** Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the standing committee chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

**Section 4.09. Vacancies for Standing Committee Chairs and Vice Chairs.** Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 4.10. Duties, Authorities, and Delegation.** Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

**Section 4.11. Immediate Past President.** The immediate past president automatically assumes this position after serving as the Association's elected president and is a voting member of the Board of Directors and Executive Committee. The term of office for the immediate past president shall commence on January 1 of the calendar year following election of the president and vice president and shall terminate on December 31 of the following odd-numbered year two years later. In the event the most

immediate active past president is unavailable to serve, the most recent and available active past president in succession shall serve in this capacity.

**Section 4.12. Code of Conduct of Board Members.**

- (a) The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association’s commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. (See Code of Conduct Policy, Board Policy Manual, Policy No. GO-2.1A.) The code shall be consistent with the procedural processes contained in the Code of Conduct Policy. (See sections 2.1.3A and 2.1.4A of Policy GO-2.1A of the Board Policy Manual.) The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.

**ARTICLE 5– Regions**

**Section 5.01. Boundaries of Each Region.**

- (a) There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.
- (b) A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in Section 5.01(a) above, as well as others deemed by the Board of Directors to be relevant to the decision.

**Section 5.02. Officers.**

- (a) The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region in each odd-numbered year. A region may maintain a board of fewer than five but not less than three members as provided in the region’s rules and regulations. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. Association staff shall verify the legitimacy of the ballots.
- (b) The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the

president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the Board of Directors.

- (c) Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term. The region board may adopt more stringent criteria for board member qualifications as part of the region's rules and regulations.
- (d) Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position shall be deemed to exist when a region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 5.03. Nominating Committees.** There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year.

**Section 5.04. Meetings.** The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, as set forth in Section 4.06.

**Section 5.05. Workgroups.** Workgroups may be appointed by the region chair as needed.

**Section 5.06. Rules.** Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

## ARTICLE 6 – Executive Committee

**Section 6.01. Membership.** There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and

by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

**Section 6.02. Powers.** The Executive Committee shall have the following authority:

- (a) Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be approved by the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.
- (b) Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- (c) Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.

**Section 6.03. Reporting.** The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

**Section 6.04. Meetings.** The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, as set forth in Section 4.06. All members of the Board of Directors may attend any meeting of the Executive Committee. Meetings of the Executive Committee may be closed to others at the discretion of the president or committee. Only members of the Executive Committee are allowed to vote on matters at a meeting of the committee.

**Section 6.05. Minutes.** The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

## ARTICLE 7 – Standing Committees

**Section 7.01. Qualification.** In order to serve on any Association standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

**Section 7.02. Term of Office.** The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs and vice chairs shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

**Section 7.03. Meetings.** Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Any meetings of standing committees may be conducted, in whole or in part, by electronic transmission or by electronic video screen communication, as set forth in Section 4.06. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.



**Section 7.04. Committee Composition.** Each limited standing committee shall have a membership composition that is comprised of members in the quantity and with qualifications as defined by the provisions of these bylaws. The committee chair position shall not be included in the maximum count for determining the committee composition total of any given limited committee. The committee chair shall, however, be a voting member of their respective committees subject to the rules and procedures of each committee. If the chair is absent, the vice chair shall fill the role of the chair during such absence.

**Section 7.05. Agriculture Committee.** There shall be an Agriculture Committee whose duty it shall be to recommend Association policy, positions and programs to the Board of Directors, State Legislative Committee, Federal Affairs Committee or other committees, as appropriate, regarding agricultural issues affecting the interests of the Association and its members. The committee shall consist of at least one member from each region.

**Section 7.06. Business Development Committee.** There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to member agencies. The committee shall consist of at least one member from each region and may include members from any of the other standing committees.

**Section 7.07. Communications Committee.** There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among member agencies. The committee shall consist of no more than 40 members. The committee shall consist of at least one member from each region.

**Section 7.08. Energy Committee.** There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.09. Federal Affairs Committee.** There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting member agencies, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one, but no more than five members from each region.

**Section 7.10. Finance Committee.** There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as *ex officio* members,



either the chair or vice chair from each of the Association's 10 region boards, and one additional member from each region with experience in financial matters.

**Section 7.11. Groundwater Committee.** There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.12. Legal Affairs Committee.** There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to member agencies, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the member agencies and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 34 and 44 attorneys, each of whom shall be a member of the California Bar and shall be, or act as, counsel for a member agency, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. The committee shall consist of at least one member from each region.

**Section 7.13. Local Government Committee.** There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one, but no more than three members from each region.

**Section 7.14. Membership Committee.** There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

**Section 7.15. State Legislative Committee.** There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting member agencies and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's legislative program. The committee shall consist of members representing a variety of types of member agencies and at least one, but no more than four members from each region.

**Section 7.16. Water Management Committee.** There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in

water management. The committee shall consist of at least one, but no more than four members from each region.

**Section 7.17. Water Quality Committee.** There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested member agencies to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one member from each region.

## **ARTICLE 8 – Special Councils, Committees, and Task Forces**

**Section 8.01. Council of Past Presidents.** There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association’s Board and Executive Committee meetings, including attending closed sessions. With the exception of the immediate past president, members of the Council of Past Presidents are non-voting.

**Section 8.02. Election Committee.** There shall be an Election Committee consisting of eleven representatives established by February 28 of each odd-numbered year, whose purpose shall be to present qualified individuals for the offices of president and vice president of the Association. The Election Committee shall vet all candidates to determine if the eligibility criteria have been met. The Election Committee will endorse a preferred candidate for president and vice president before presenting an open ballot with all qualifying candidates to the members for a vote in the manner set forth in Section 9.10 and Section 9.11.

**(a) Selection.** The Election Committee shall be selected in the following manner:

(1) Each of the 10 currently seated Region Boards in the odd-numbered year shall appoint a representative from their respective regions to serve on the Election Committee.

(2) One representative appointed by the president in the odd-numbered year shall also serve on the Election Committee. Neither the president nor the vice president qualifies to be appointed to this position.

**(b) Qualification.** In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Past presidents,

who are Honorary Life Members of the Association, may also serve on the Election Committee without meeting stated qualifications unless otherwise disqualified. Where an individual ceases to meet these criteria during the election cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.

**Section 8.03. Other Committees and Task Forces.** Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

## ARTICLE 9 – Meetings of Members

**Section 9.01. Meetings.** Meetings of the members of the Association shall be held at the Association's conferences to provide a report to the members on the Association's activities during the past year, provide an overview of the Association's finances, announce the newly elected president and vice president of the Association in each odd-numbered year, and to transact such other proper business as may come before the meeting.

**Section 9.02. Special Meetings.** Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request.

**Section 9.03. Meetings by Remote Communication.** Any meeting of the members may be conducted, in whole or in part, by electronic transmission by and to the Association or by electronic video screen communication. The member shall be deemed present in person at the meeting if the following apply:

- (a) The Association implements reasonable measures to provide the member a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with those proceedings.
- (b) If any member votes or takes other action at the meeting by means of electronic transmission to the Association or electronic video screen communication, a record of that vote or action is maintained by the Association.

- (c) The Association verifies that each person participating remotely is an authorized representative of a voting member.

**Section 9.04. Notice Requirements for Membership Meetings.** Written notice of any membership meeting shall be given to each voting member of the Association. The notice shall state the date, time, and place of the meeting; the means by which members may participate; and the general nature of the business to be transacted. The member notification information shall also be posted on the Association's website.

Except as otherwise provided in these bylaws or California law, a written notice of regular membership meetings shall be given not less than 10 or more than 90 days before the date of the meeting to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than 20 days before the meeting.

**Section 9.05. Notice Requirements for Special Meetings.** The executive director/secretary shall cause notice to be given to all members of the Association of the date, time, and place of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting. If notice of the requested special meeting is not given within 20 days after receipt of the request, the person or persons requesting the meeting may give the notice.

**Section 9.06. Voting.** Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identity of that member's authorized representative for the purpose of casting ballots in any election of president and vice president, amendments to these Bylaws, or other Association business that requires a vote. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.

**Section 9.07. Amendment of Bylaws.** These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

**Section 9.08. Quorum.** The presence of the authorized representatives of at least 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. Actions taken by written ballot shall require the timely receipt of the written ballot from the authorized representatives of at least 50 members to constitute a quorum.

**Section 9.09. Amendments, Revisions, and Resolutions.** Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment,

revision, or resolution shall be submitted to the executive director/secretary at least 90 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association not less than 10 days or more than 90 days prior to presentation at such meeting. The written notice of the membership meeting shall be given to each voting member of the Association consistent with the provisions defined in Section 9.04. The 90-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 9.06 and 9.07.

**Section 9.10. Nomination of President and Vice President.**

- (a) **Qualification.** At the time of their election, the president and vice president of the Association shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association.
- (b) **Nominating Resolutions.** All nominations for the positions of president and vice president shall be accompanied by an official resolution from the Association member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency's Board of Directors.

**Section 9.11. Election of President and Vice President.** Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election. Nominating resolutions for write-in candidates must be received by the deadline for the return of ballots.

**Section 9.12. Write-In Candidates.** If a write-in candidate prevails in any election for president or vice president, such individual shall not be officially elected into such position until the Election Committee confirms that the individual meets the eligibility criteria and qualifications requirements.

**Section 9.13. Run-off Election for President and Vice President.** In the event a nominee does not receive a majority of the votes for president or vice president, a run-off election shall be held for the office or offices for which a majority of the votes have not been received. The run-off election shall only involve the nominees who received the two highest amounts of votes. The run-off election shall be conducted in the same manner as the initial election.

**Section 9.14. Additional Procedures for Election of President and Vice President.** The Board shall have the authority to adopt policies for elections (“Election Policy”) of president and vice president setting forth the details for the election of such positions when not otherwise contrary to or covered by these bylaws.

**Section 9.15. Action by Written Ballot.** To the extent permitted by applicable law and subject to all applicable requirements, any action that may be taken at a regular or special member meeting of the members may be approved by written ballot if a ballot is sent to each member entitled to vote on the matter. If approved by the Board, ballots may be sent and returned by electronic transmission as permitted in the Corporations Code. Ballot format, solicitation and voting thresholds shall meet the requirements of the Corporations Code and be consistent with applicable provisions of these Bylaws.

## **ARTICLE 10 –Indemnification of Directors, Officers, and Other Agents**

**Section 10.01. Right of Indemnity.** To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. “Expenses,” as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.

**Section 10.02. Approval of Indemnity.** On written request to the Board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the Board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the Board shall authorize indemnification.

**Section 10.03. Advancement of Expenses.** To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

**Section 10.04. Insurance.** The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer’s, director’s, employee’s or agent’s status as such.

## ARTICLE 11 - Miscellaneous

**Section 11.01. Conduct of Meetings.** All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert’s Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

**Section 11.02. Funds.** The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller/treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate by resolution which persons, other than the controller/treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

**Section 11.03. Disposition of Assets upon Dissolution.** The Association’s properties and assets are irrevocably dedicated to the fulfillment of the Association’s purposes as described in Article 2 of the Articles of Incorporation. No part of the Association’s net earnings, properties and assets, on dissolution or otherwise, may inure to the benefit of any private person. Upon the dissolution of the Association, all debts thereof shall be paid and its affairs settled, and all remaining assets shall be distributed to the Association’s member political subdivisions for a public purpose, consistent with the provisions of the California Nonprofit Corporation Law relating to mutual benefit corporations then in effect and with the Articles of Incorporation.

**Section 11.04. Definitions.** As used in these Bylaws, the terms “electronic transmission” and “notice provided by electronic means” shall refer to notice and other communications given by fax or e-mail.

**Section 11.05. Conflicts Between Bylaws and Other Association Policies.** To the extent permitted by applicable law, these Bylaws shall govern in the event there is a conflict between these Bylaws and another Association policy, rule, or procedure.

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Amended comprehensively December 1, 2010

Amended May 9, 2012

Amended May 7, 2014

Amended December 2, 2015

Amended November 29, 2017

Amended & Restated November 30, 2022





**ACTION ITEM**  
November 20, 2024

**TO:** Board of Directors

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

**Harvey De La Torre, General Manager**

Staff Contact: Katie Davanaugh, Sr. Human Resources Analyst

**SUBJECT: Adopt Resolution Authorizing Membership in Public Risk Innovation, Solutions, and Management (PRISM) and Delegate Authority to the General Manager and Director of Human Resources and Administration to Act on Behalf of the District**

**STAFF RECOMMENDATION**

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It is recommended that the Board of Directors:

- 1) Adopt Resolution Authorizing District membership in the Public Risk Innovation, Solutions, and Management (PRISM); and
- 2) Delegate authority to the General Manager and Director of Human Resources and Administration to act on behalf of the District and enter into agreements with PRISM for participation in its life and long-term disability insurance policies as well as the Employee Assistance Program (EAP).

**COMMITTEE RECOMMENDATION**

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Committee concurred with staff recommendation.

**SUMMARY**

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On September 11, the Administration and Finance (A&F) Committee reviewed the District's current Life, Long-Term Disability Insurance plans and the Employee Assistance Program, and proposed plans and rates for 2025. Based on its review, the A&F Committee recommended the item be presented to the Board for approval. At its September 18 meeting, the Board approved coverage for Life, Long-Term Disability Insurance and the Employee Assistance Program with Voya Insurance, effective January 1, 2025, through December 31, 2027.

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



The current action item being presented is an administrative requirement to continue with the enrollment process for an effective date of January 1, 2025. Subsequent to Board approval and during the enrollment coordination efforts, it was identified that a Resolution is required, authorizing membership in the risk sharing pool, PRISM and authorize designee/s to sign Agreements and act on the District’s behalf, to complete the enrollment process.

*PRISM is a member-directed insurance risk sharing pool. Membership is required to participate in the employee benefits plans. Its members (primarily public agencies) proactively control losses and prepare for different exposures. There are no membership fees required.*

**ALIGNMENT WITH BOARD STRATEGIC PRIORITIES**

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|--|---|
| <input 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 type="checkbox"/> Solicit input and feedback from member agencies.                         |
| <input type="checkbox"/> Strengthen communications and coordination of messaging.                                    | <input checked="" type="checkbox"/> Invest in workforce development and succession planning.      |

Additional Comments: *Board action was previously taken at the September 18, 2024, Board Meeting.*

**BOARD OPTIONS**

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**Option #1:** Adopt Resolution authorizing District membership in PRISM; and delegate authority to the General Manager and Director of Human Resources and Administration to act on behalf of the District and enter into agreements with PRISM for participation in its life and long-term disability insurance policies and the Employee Assistance Program (EAP).

**Fiscal Impact:** None

**Option #2:** Do not adopt a Resolution.

**Fiscal Impact:** By not adopting a resolution would require the District to find a new life, long term insurance policy and Employee Assistance Program for 2025, resulting in delayed enrollment and no coverage.

<b>List of Attachments/Links:</b>
<i>Attachment 1: Proposed PRISM Resolution and Delegation of Authority</i>

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION AUTHORIZING DISTRICT MEMBERSHIP IN PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM) AND DELEGATING AUTHORITY TO THE GENERAL MANAGER AND DIRECTOR OF HUMAN RESOURCES & ADMINISTRATION TO ACT ON BEHALF OF THE MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**

**WHEREAS**, Government Code Section 6500 et seq. (“Joint Exercise of Powers Act”) permits two or more public agencies by agreement to jointly exercise powers common to them; and

**WHEREAS**, public entities formed the Public Risk Innovation, Solutions, and Management (PRISM) pursuant to the Joint Exercise of Powers Act for the purpose of jointly funding and/or establishing excess and other insurance programs; and

**WHEREAS, PRISM** offers its insurance programs only to its members; and

**WHEREAS, Municipal Water District of Orange County (MWDOC)** desires to become a member of PRISM in order to participate in its employee benefit and other insurance programs; and

**WHEREAS**, PRISM requires each of its members to delegate authority to act on the member’s behalf in matters relating to PRISM; and

**WHEREAS**, except as to those actions that must be approved by the MWDOC Board of Directors, such delegation of authority is necessary in order to carry out the purposes and functions of the PRISM with its members; and

**NOW THEREFORE, BE IT RESOLVED** by the MWDOC Board of Directors as follows:

That the Municipal Water District of Orange County Board of Directors approves becoming a member of the Public Risk Innovation, Solutions, and Management (PRISM).

Except as to actions that must be approved by the MWDOC Board of Directors, the General Manager and the Director of Human Resources and Administration are hereby appointed to act in all matters relating to the member and the Authority.

**PASSED AND ADOPTED** by the MWDOC Board of Directors on this 20<sup>th</sup> day of November 2024, by the following vote:

**AYES:**

**ABSENT:**

**NOES:**

**ATTEST:**

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Maribeth Goldsby, District Secretary



# **GENERAL MANAGER REPORT OF STAFF ACTIVITIES**

**November 2024**

MWDOC held its Member Agency Managers' meeting at its office in Fountain Valley on Thursday, October 17, 2024.

**In attendance:** Rudy Correa – Brea, Mike McGee – Buena Park, Dennis Cafferty – El Toro Water District, Mark Sprague – Fountain Valley, Cel Pasillas – Garden Grove, Toby Moore & Ken Vecchiarelli – Golden State Water Company, Chau Vu & Kristen Schroeder – Huntington Beach, Paul Weghorst – Irvine Ranch Water District, Keith Van Der Maaten – Laguna Beach County Water District, Andy Ramirez – La Palma, Paul Shoenberger – Mesa Water District, Johnathan Cruz & Matt Collings – Moulton Niguel Water District, Mark Vukojevic & Steffen Catron – Newport Beach, Jose Diaz – Orange, John Kennedy & Chris Olsen – Orange County Water District, Dustin Burnside – San Clemente, Fernando Paludi – Trabuco Canyon Water District, Mike Chandler – Tustin, John DeCriscio & Doug Davert – Yorba Linda Water District

**Staff in attendance:** Harvey De La Torre, Melissa Baum-Haley, Charles Busslinger, Heather Baez, Damon Micalizzi, Vicki Osborn, Sarina Sriboonlue, Joe Berg, Alex Heide & Kevin Hostert

**General Meeting Information/Discussion Items:**

- Draft Board Agendas
- Conservation as a Calif. Way of Life Technical Assistance Program (choice-based) MET Business Model Update
- Engineering Update
- Water Energy Education Alliance (WEEA) Overview

**Report Items**

- Monthly GM Report
- Legislative Reports
- WEROC Matrix
- Grant Funding Opportunities
- Additional Reports or Materials

Next managers meeting November 21, 2024

## ENGINEERING & PLANNING

### LEAD AND COPPER RULE REVISIONS – LEAD SERVICE LINE INVENTORY CHOICE PROGRAM

In mid-March 2023, multiple agencies requested MWDOC's assistance in complying with the U.S. Environmental Protection Agency (USEPA) Lead and Copper Rule Revisions (LCRR) - Initial Service Line Inventories, which all water systems are required to complete and submit to the primacy agency [for California it is the State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW)] by October 16, 2024.

On September 20, 2023, the MWDOC Board approved a contract award to Hazen and Sawyer (Hazen) to provide technical assistance for a Service Line Inventory shared services program. The shared services program has 13 participating agencies, each with a customized scope of work.

No lead service lines were found following an extensive verification process, and all 13 participating agencies confirmed non-lead materials. As of the compliance date of October 16, 2024, all 13 participating agencies completed and submitted their initial service line inventories, non-lead designation statements, and all other required submittals to DDW.

#### **The project is complete.**

In this final phase, Hazen will transition the non-proprietary GIS database to each agency and supplemental information related to the service line identification methodology to prepare agencies for future maintenance and updates of their initial inventory. This hand-off will prepare participating agencies to comply successfully with future requirements independent of outside services. The USEPA is scheduled to publish the Final Lead and Copper Rule Improvements (LCRI) on October 30, 2024, effective December 29, 2024. The LCRI will require an annual update of the initial inventory, among other requirements.

## SHUTDOWNS

### **Allen McColloch Pipeline (AMP) Prestressed Concrete Cylinder Pipe (PCCP) Inspection and Rehabilitation**

In response to the November 2023 AMP PCCP inspection findings, MET initiated Special Operating Conditions (SOC) for the AMP to reduce pressure on the pipeline.

In April 2024, MET shut down the lower reaches of the AMP down gradient of OC-70 and installed steel liners to segments of PCCP between OC-70 and OC-88. A bulkhead was also installed down the gradient of OC-88, and the upper reaches of the AMP returned to normal operations.

The reaches below OC-88 (down gradient of the bulkhead) remain dry to allow for permanent repairs to the most critical PCCP segments in the lower reaches of the AMP.

MET's Board awarded a construction contract for the downstream reach work to JF Shea Construction on May 14, 2024, and the contractor mobilized to the first site on June 17, 2024. Construction began in early July 2024 and will continue through the end of January 2025.

### **The shutdown remains on schedule.**

Affected retail agencies have coordinated extensively with neighboring agencies, MET, and MWDOC to accommodate the extended AMP shutdown through January 2025. The planned use of the AMP through OC-88 into the South County Pipeline, the Baker Water Treatment Plant, EOCF#2, ATM, OC Feeder, El Toro Reservoir, Upper Chiquita Reservoir, as well as local resources are all being used extensively to support this shutdown.

## **WATER QUALITY & OPERATIONAL PLANNING WORKSHOPS**

Significant changes to Orange County's imported water demands are expected over the next few years as a number of local supply projects are completed and water use efficiency efforts continue to reduce water demands.

The reduction of imported water demands, anticipated to be particularly significant during the winter months, has the potential to increase water aging in the imported water distribution system. The additional water aging potentially could lead to water quality issues (e.g. disinfection by-product formation, disinfectant decay, nitrification).

MWDOC hosted two collaborative workshops to unite retail water agencies, MWDOC, and Metropolitan management. The intent was to create a regional dialogue forum to share knowledge about the integrated imported water system and to promote a common understanding of water aging and nitrification issues as we look to the future. The workshops took place on August 29 and October 1, 2024, with approximately 60 attendees per workshop. The 4.5-hour workshops provided a review of the state of the science of understanding of nitrification in water distribution systems, initiated discussions on future water quality and operations considerations, and provided a foundation for a shared understanding of operations and control measures. The workshops highlighted Metropolitan's conveyance system operations, focusing on Diemer area operations and the operations, capabilities, and constraints of key Orange County pipelines and local distribution systems.

MWDOC Engineering will provide further details through a presentation at the P&O Committee meeting on November 4, 2024.

## EMERGENCY PREPAREDNESS

### SEPTEMBER EVENTS

***(EVENTS LISTED ONLY INCLUDE WEROC INVOLVEMENT. EVENTS AND INCIDENTS HAPPEN EVERY DAY BUT MAY NOT REQUIRE REPORTING OR COORDINATION WITH WEROC)***

Public Safety Public Shut Off (SCE Event)

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### WEROC AGENCY PLANNING, COORDINATION AND PROGRAM EFFORTS

#### **Airport Fire – Post-Fire Debris Flow Planning and Assistance**

Vicki has been working with WEROC Agencies that were impacted by the fire and representing agencies on post-fire debris flow planning with the County, State, and Federal agencies such as the BAER team (Burn Area Emergency Response). Vicki has also been working with the County Health Officer to project information on continuing the Declaration of Public Health Emergency, as the WEROC agency needs to take action on mitigation measures before significant rainfall occurs in the burn area. More information on this event can be provided at the request of the MWDOC Board of Directors.

#### **AWIA & Multi-Jurisdictional Hazard Mitigation Multi-Plan Project**

Refer to the P&O Committee Discussion item #4 for the Hazard Mitigation plan.

For AWIA activities in October, 11 Risk and Resiliency Workshops were held for the first half of Tier 1 agencies. WEROC staff Janine Gabby and Vicki have been attending as many meetings as possible to show support for the agency and to provide any information that may be needed.

As of October 28<sup>th</sup>, only two contracts are outstanding, one for the HMP project and one for the AWIA Project. WEROC will work with the agencies to get them signed and finalized.

#### **Cyber Security and OCIAC Partnership**

WEROC continues to send out important information to the Cyber Security Distribution Group as received from DHS or the OCIAC. WEROC staff have been providing information to the member agencies as required about highlighted threats to the water industry and other current world events as required.

The Inland Empire Water and Wastewater preparedness working group ERNIE had a conference call with Vicki to ascertain if WEROC would partner with ERNIE concerning cybersecurity issues. Vicki asked precisely what the group's expectations are, and they said they would have further discussion and follow up with WEROC. More information will be provided as these conversations continue.

## **Great Shakeout - October 17m, 2024 at 10:17 am**

Gabby and Janine prepared and shared an informational presentation for MWDOC Staff for The Great ShakeOut 2024 on October 17. They also tested the AlertOC system with all employees with an outgoing message on the Great ShakeOut.

## **Operational Area Executive Board and Plans**

Vicki is currently reviewing or aiding the development/revisions of the following plans as the Operational Area Mutual Aid Coordinator for Water and Wastewater as the water and wastewater agency advocate.

Regional Mutual Aid/Assistance Plans  
Airport Fire Debris Flow Plan

## **Presentations**

On 8/29, Vicki was part of an Emergency Management Panel at the American Planners Association (APA) California Chapter. This panel highlighted how we can plan better with Planning Department personnel and some of the challenges we are facing now and in the future.

## **Regional Water Distribution Plan**

The Water Distribution TTX has been scheduled for November 12<sup>th</sup> at the County EOC.

Additional TTX will be scheduled around the county to maximize participation if required.

Janine created and sent out the flyer and will be handling registration. Vicki will be developing the exercise and facilitating it on the day of.

## **TRAINING AND EXERCISES**

### **Exercises:**

- 10/24 Gabby attended the IRWD Dam Exercise and supported the exercise by taking notes and pictures. IRWD exercise was a great success, highlighting an agency's ability to prepare and identify areas for growth.
- 10/30 County TTX – Vicki will attend a TTX for County Staff.
- 10/30 ETWD TTX—Vicki is developing an ETWD TTX scenario based on their Dam Plans. Janine will be the support staff member who will be in attendance.
- 11/12 There is a Water Distribution TTX at the County EOC. Vicki is developing and will be facilitating.



## **WEROC MOBILE EOC/COMMAND VEHICLE**

Gabby continues to work phase 2 of the WEROC Mobile Emergency Operations Center.

## **OTHER PROJECTS**

Janine attended the Orange County Emergency Management Organization Meeting (OCEMO) on Thursday, October 3, 2024.

Vicki and Gabby attended the CESA Southern Chapter Program, which consisted of presentations regarding crowd control and awareness of processes used by local law enforcement, including need-to-know items of election planning for safety.

Janine attended an informational presentation and tour of the Prado Dam with the county OCEMO organization on Tuesday, October 15, 2024.

Janine continues working with the Center for Demographic Research (CDR) on the WEROC Water/Wastewater Atlas. She and Gabby attended a meeting with CDR on Thursday, October 24, 2024. We are now in the final phase, and the agencies will begin receiving their maps in November for final examination and review.

Janine attended the City of Anaheim's Supply Chain Resiliency Framework Workshop at Anaheim's EOC on Thursday, October 24, 2024.

Janine attended El Toro Water District's Tabletop and Training that Vicki Osborn conducted on Wednesday, October 30, 2024.

Janine continues to assist Vicki with the OC Regional Water/Wastewater MJHMP and America's Water Infrastructure Act RRA and ERP with WEROC's participating member agencies.

Janine continues preparing for the WEROC/OC Sheriff's Emergency Management Division "Emergency Water Distribution Plan Tabletop" on November 12, 2024. She manages the registrations and meeting preparation with the Sr. Emergency Management Project Coordinator.

Janine and Gabby are working with Dave Anderson on WEROC's file conversion to SharePoint.

Gabby attended the Foundation in Excellence training and graduated from the program on October 23<sup>rd</sup>.

## MET ITEMS CRITICAL TO ORANGE COUNTY

### MET FINANCE AND RATE ISSUES

Water Transactions for October 2024 (for water delivered in August 2024) totaled 118.7 thousand acre-feet (TAF), which was 17.7 TAF lower than the budget of 136.4 TAF and translates to \$136.2 million in receipts for October 2024, which were \$9.2 million lower than the budget of \$145.4 million.

Year-to-date water transactions through October 2024 (for water delivered in May 2024 through August 2024) were 427.8 TAF, which was 73.0 TAF lower than the budget of 500.8 TAF.

*FY24-25 Cash Water Transactions and Revenues Budget vs Actual (Preliminary, subject to change)*

Month		Acre-Feet (AF) <sup>2</sup>		Variance		Revenue (\$) <sup>1</sup>		Variance	
Delivered/ Billed In	To be Collected in	Budget	Actual	AF	%	Budget	Actual	\$	%
May	July	111,381	93,988	(17,393)	-16%	115,411,844	111,844,425	(3,567,419)	-3%
June	August	119,830	101,259	(18,570)	-15%	142,766,424	100,440,378	(42,326,046)	-30%
July	September	133,150	113,842	(19,308)	-15%	141,775,001	121,855,439	(19,919,562)	-14%
August	October	136,454	118,724	(17,730)	-13%	145,410,622	136,227,231	(9,183,391)	-6%
<b>YTD Total</b>		<b>500,814</b>	<b>427,813</b>	<b>(73,001)</b>	<b>-15%</b>	<b>545,363,891</b>	<b>470,367,473</b>	<b>(74,996,417)</b>	<b>-14%</b>
September	November	127,137	-	-	0%	133,836,426	-	-	0%
October	December	123,989	-	-	0%	128,665,932	-	-	0%
November	January	124,881	-	-	0%	125,782,252	-	-	0%
December	February	104,337	-	-	0%	103,324,010	-	-	0%
January	March	88,988	-	-	0%	95,074,177	-	-	0%
February	April	77,291	-	-	0%	81,911,825	-	-	0%
March	May	82,757	-	-	0%	88,153,603	-	-	0%
April	June	107,565	-	-	0%	116,431,176	-	-	0%
<b>FY Total</b>		<b>1,337,760</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>1,418,543,293</b>	<b>-</b>	<b>-</b>	<b>0%</b>

## MET'S SUPPLY CONDITION UPDATE

The 2024-25 Water Year (2024-25 WY) officially started on October 1, 2024. Thus far, Northern California's accumulated precipitation (8-Station Index) has been reported to be **0.4 inches or 15% of normal** as of October 28th. The Northern Sierra Snow Water Equivalent is at **0.0 inches as of October 28<sup>th</sup>**, which is **0% of normal** for that day. The Department of Water Resources (DWR) has not set the initial State Water Project (SWP) **"Table A" allocation for WY 2024-25**.

The Upper Colorado River Basin accumulated precipitation, which is reported to be 1.6 inches or 81% of normal precipitation **as of October 28<sup>th</sup>**. On the Colorado River system, snowpack is measured across four states in the Upper Colorado River Basin. The Upper Colorado River Basin Snow Water Equivalent was at **0.5 inches as of October 28<sup>th</sup>**, which is **45% of normal** for that day. Due to the below-average inflows into Lake Powell over the past several years, the United States Bureau of Reclamation **declared a shortage at Lake Mead that has been ongoing since January 1<sup>st</sup>, 2022 (Below 1,075 feet storage level)**. As of October 2024, **there is a 100% chance of shortage continuing in CY 2025, a 93% chance in CY 2026, and a 57% chance in CY 2027. In addition, there is a 7% chance of a California (Below 1,045 feet storage level) shortage in 2027.**

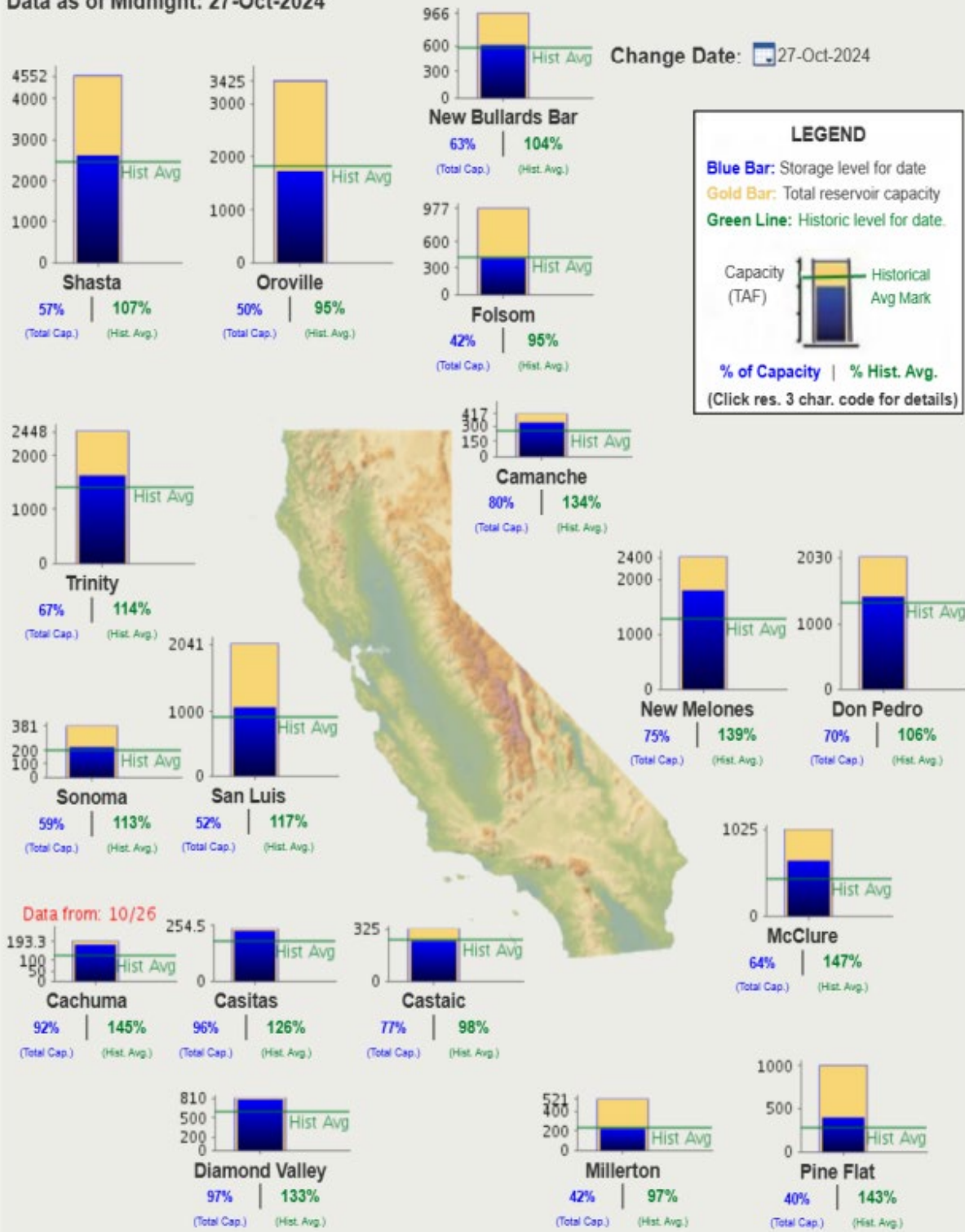
As of October 27<sup>th</sup>, Lake Oroville's storage is 50% of the total capacity and 95% of the normal capacity. As of October 27<sup>th</sup> San Luis Reservoir has a current volume of **52% of the reservoir's total capacity and is 117% of normal**.

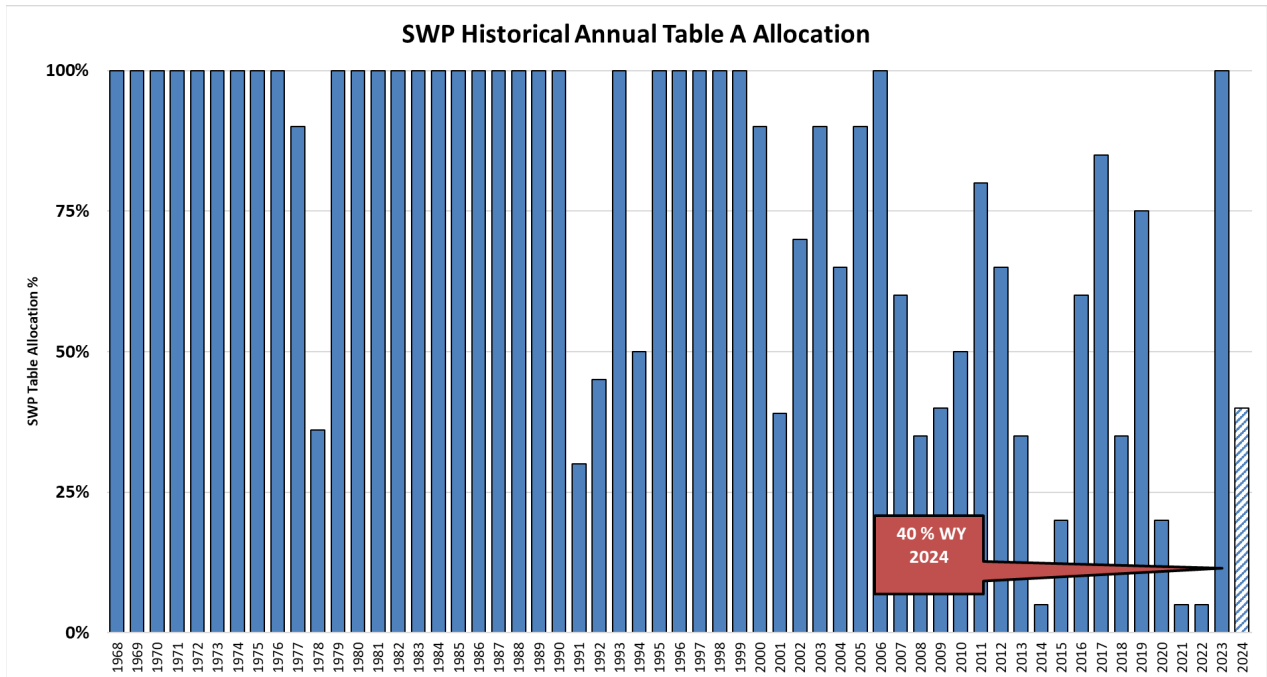
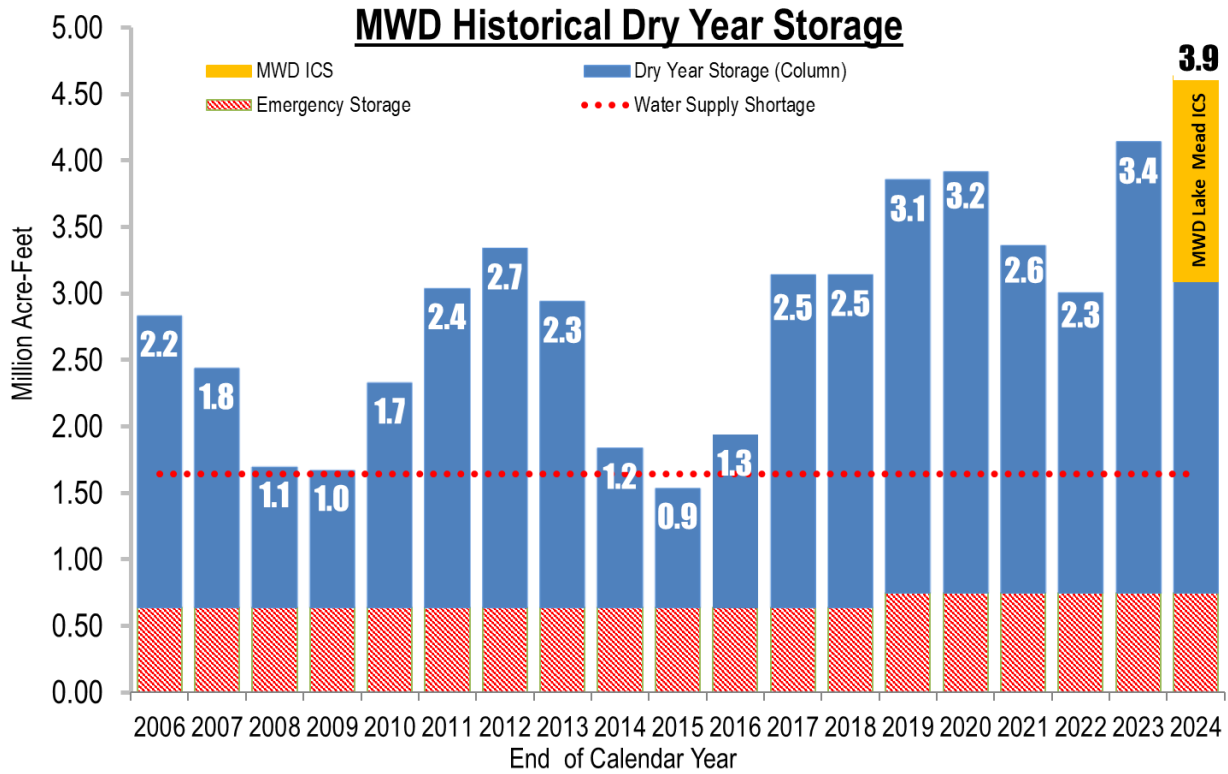
With CY 2024 estimated total demands and losses of 1.36 million acre-feet (MAF) and with a 40% SWP Table A Allocation, Metropolitan is projecting that supplies will exceed demand levels in Calendar Year (CY) 2024. Based on this, the estimated total dry-year storage for Metropolitan at the end of **CY 2024 will increase to approximately 3.9 MAF**. A projected dry-year storage supply of **3.9 MAF would be approximately 2.9 MAF from a typical level where Metropolitan's goes into Water Supply Allocations**. A large factor in maintaining a high water storage level is lower than expected water demands. We are seeing regional water demands reaching a 40-year low. **However, with a majority of MWD's water supplies stored in Lake Mead and still a 5-year shortage projection at Lake Mead, there remains a lot of uncertainty about where supply balances will be in the future. In addition, Colorado River Basin States have been meeting for months to negotiate new post-2026 operations at Glen Canyon Dam at Lake Powell and Hoover Dam at Lake Mead.**

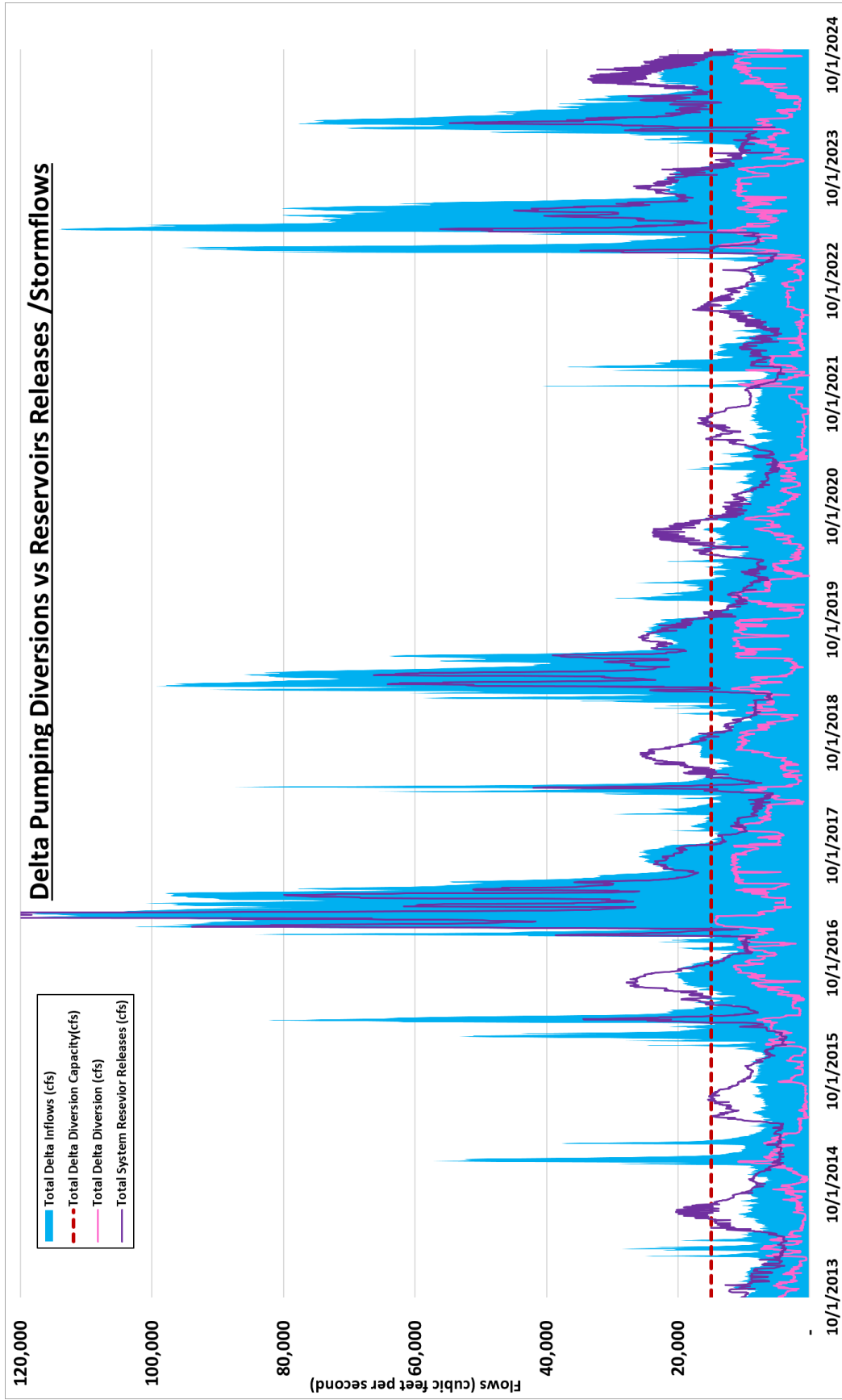
**CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS: 27-OCT-2024**

Data as of Midnight: 27-Oct-2024

Change Date:









## **MET'S WATER QUALITY UPDATE**

### **Water System Operations**

Metropolitan member agency water deliveries were 137,800 acre-feet (AF) for September, with an average of 4,600 AF per day, which was about 100 AF per day lower than in August. Metropolitan continued delivering water to the Cyclic and Conjunctive Use Programs. Treated water deliveries were 7,000 AF lower than in August, for a total of 73,400 AF, or 53 percent of total deliveries for the month. The Colorado River Aqueduct (CRA) pumped a total of 98,000 AF in September. State Water Project (SWP) imports averaged 3,000 AF per day, totaling about 89,400 AF for the month. The target SWP blend is 25% for Weymouth, Diemer, and Skinner Plants.

Metropolitan expects to have sufficient SWP and Colorado River supplies to meet demands in 2024. Water continues to be managed according to Water Surplus and Drought Management (WSDM) principles and operational objectives, emphasizing positioning SWP supplies to meet future demands in the SWP-dependent areas. Metropolitan has resumed deliveries to Desert Water Agency and Coachella Valley Water District with improved supply conditions. Metropolitan continues to minimize the use of Table A supplies this year to improve SWP Carryover for next year.

### **Water Treatment and Distribution**

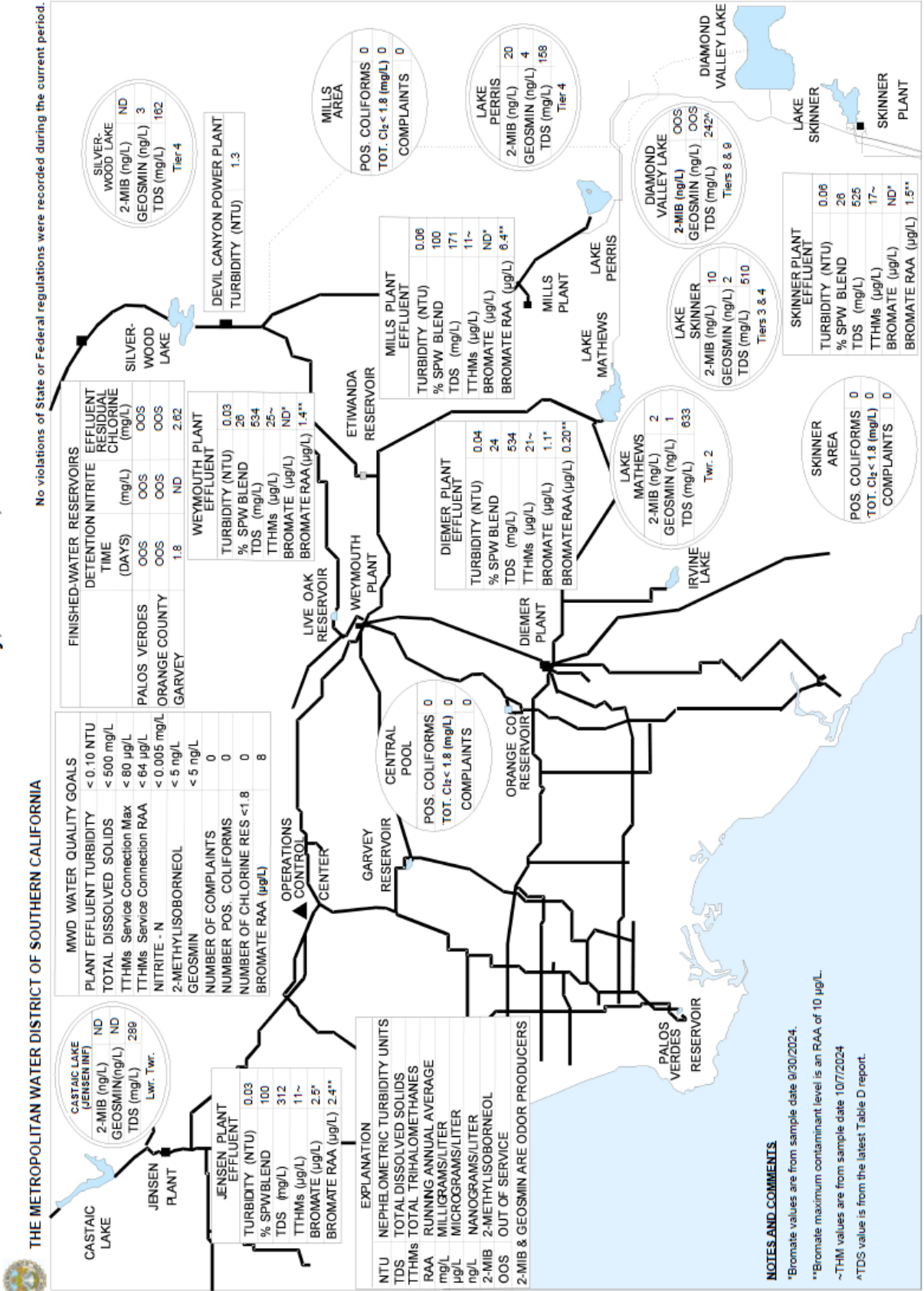
The SWP target blend entering the Weymouth and Diemer plants stayed at 25 percent in September. The SWP blend entering Lake Skinner remained at 25 percent. Flow-weighted running annual averages for total dissolved solids from July 2023 through June 2024 for Metropolitan's treatment plants capable of receiving a blend of supplies from the SWP and the CRA were 460, 535, and 475 mg/L for the Weymouth, Diemer, and Skinner plants, respectively.

The Diemer Metropolitan plant staff wired the control panel for a sodium hypochlorite feed pump as part of a chemical injection system used at the OC-88 pump station to control nitrification. Nitrification is a process of biological conversion of ammonia to nitrite within chloraminated water systems, potentially causing a decrease in chloramine residual. Under more serious nitrification events, there can be a notable decrease in chloramine residual that allows bacterial growth. This chemical feed system was designed to inject sodium hypochlorite directly into the Allen-McColloch Pipeline at OC-88 to help maintain a target chloramine residual and minimize nitrification.

# Weekly Water Quality System Status

Wednesday, October 23, 2024

Generated On: 10/23/2024 12:40:44 PM



WATER QUALITY INFORMATION LINE: (800) 354-4420  
VISIT MWD ON THE WEB AT <http://www.mwdh2o.com>



<b>The Metropolitan Water District of Southern California</b>
<b>Weekly Operations Plan for 10/24/2024 – 10/31/2024</b>
For additional information, please contact James Bodnar at (213) 217-6099

1. **COLORADO RIVER AQUEDUCT:** The CRA is at a 7-pump flow.
2. **EAST BRANCH SPW:** Rialto Pipeline will average a flow of 1100 AF/day. Santa Ana Valley Pipeline will average a flow of 170 AF/day. Inland Feeder will average a flow of 440 AF/day.
3. **WEST BRANCH SPW:** The flow from Castaic Lake will be at 1530 AF/day. Flow to SCVWA (formerly CLWA) is currently at 90 AF/day.
4. **TERMINAL RESERVOIRS:**

Reservoir	Current Storage* (AF)	Percent of Capacity
Lake Mathews	103,000	57%
Lake Skinner	37,500	85%
DVL	786,400	97%

\*as of 10/23/2024

5. **WATER QUALITY:**

Plant	Targeted Blend (% SPW)	TDS (mg/L)	TTHMs (µg/L)
	As of 10/23/2024	As of 10/23/2024	As of 10/7/2024
Weymouth	25	534	25
Diemer	25	534	21
Skinner	25	525	17
Jensen	100	312	11
Mills	100	171	11

6. **WATER DELIVERIES:** October deliveries are forecasted to be about 130 TAF. As of October 24, 2024, total system demands are about 5,540 AF/day, an increase of about 130 AF/day from last week.
7. **HYDROELECTRIC GENERATION:** As of October 23, 2024, the total daily average generation for the week was about 2.0 MW, with 1 of 15 hydroelectric plants in operation.

## **COLORADO RIVER ISSUES**

### **Implementation of Metropolitan-San Diego County Water Authority-Imperial Irrigation District Agreement Update**

Following board authorization on August 20, 2024, staff moved forward with entering into an implementing agreement with Imperial Irrigation District (IID) and San Diego County Water Authority (SDCWA) for joint participation in IID's System Conservation Implementation Agreement with the United States Bureau of Reclamation (Reclamation). Under this implementing agreement, 50,000 acre-feet (AF) of conserved water that was otherwise intended for transfer to the SDCWA and exchanged with Metropolitan under the Exchange Agreement will be left in Lake Mead as system water. Additionally, under the implementing agreement, SDCWA will purchase an additional 50,000 AF of Metropolitan supplies by the end of this calendar year. This implementing agreement also provides additional flexibility if all parties mutually agree that it would be beneficial to increase this amount based on future conditions and updated estimates of IID conservation yields, up to a combined volume of 75,000 AF. Metropolitan staff will effect this change through its billing to SDCWA and will submit a revised water order to the Bureau of Reclamation (Reclamation) that includes this change. This implementing agreement was signed on September 6 and is expected to take effect as of the August 2024 billing cycle.

### **Land Acquisition for Lower Colorado River Multi-Species Conservation Program**

The state of California took title to 1,971 acres of land in the Palo Verde Valley that will be used to establish crucial aquatic habitat for the Lower Colorado River Multi-Species Conservation Program (LCR MSCP). The lands were purchased from the Gabrych family with funding from the LCR MSCP and the State Wildlife Conservation Board. The California Department of Fish and Wildlife will hold title, and Reclamation will use the lands to construct and manage marsh and backwater areas for native fish and bird species. The purchase culminates years of effort to acquire the lands by Metropolitan, the state, and environmental groups.

The newly acquired lands are located within the Palo Verde Irrigation District with frontage on the Colorado River. The land's location, size, and topography make it suitable for completing the remaining aquatic habitat areas required by the federal and California incidental take permits issued to LCR MSCP participants. The importance of the lands is reflected in the commitment of \$25.5 million in LCR MSCP funds towards the purchase price. The state of California paid the balance of \$10 million. The LCR MSCP anticipates spending an additional \$80 million to excavate and plant the marsh and backwater areas.

## **DELTA CONVEYANCE ACTIVITIES AND STATE WATER PROJECT ISSUES**

### **Sites Reservoir**

Metropolitan staff presented information related to Sites Reservoir's water rights hearing to the State Water Resource Control Board. Metropolitan staff presented the CalSim modeling framework used to evaluate the effects of the Sites Reservoir Project. Additionally, Metropolitan staff addressed questions about model results and the appropriate use of models during cross-examination.

On September 20, the Third District Court of Appeal released an opinion upholding the Superior Court of Yolo County decision in the Friends of the River v. Sites Project Authority case. The Yolo County Superior Court and now the Court of Appeal have found in the Sites Project Authority's favor in every claim asserted by the environmental organizations challenging the sufficiency of the Final Environmental Impact Report, concluding that the Authority fully complied with the California Environmental Quality Act in its review of the Sites Project.

### **Regulatory and Science Activities**

Metropolitan staff presented twice at the 154th Annual American Fisheries Society Annual Meeting. Metropolitan staff produced the final report for the Collaborative Science and Adaptive Management Program Structured Decision Making. This report will be used to inform the management of Delta Smelt. Summary findings support actions related to food and turbidity.

### **Delta Island Activities**

Metropolitan staff updated the One Water and Stewardship Committee about progress on the Webb Tract Wetland Restoration and Rice Development Projects. Metropolitan staff provided an update to the OWS committee on an upcoming board action for rice farming on Webb Tract. The recruitment period for a limited-term principal environmental specialist has closed.

Metropolitan staff began participation in an ACWA California Endangered Species Act (CESA) Streamlining Working Group to address regulatory inefficiency in the CESA permitting process. Staff received \$500,000 in funding from the California Department of Water Resources to design a levee improvement project on Bouldin Island.

## PUBLIC/GOVERNMENT AFFAIRS

### MEMBER AGENCY SUPPORT

#### Public Affairs Staff:

- Began coordinating host sites with MWDOC member agencies for the 2024-2025 Girl Scouts and Scouts BSA Clinics
- Invited MWDOC member agencies to participate in the Metropolitan Water District of Southern California (Metropolitan)-led Engineering for Good Program.

#### Government Affairs Staff:

- On behalf of Trabuco Canyon Water District, solicited and collected letters of support for their USBR WaterSMART grant from elected officials in their service area
- Circulated the Grants Tracking and Acquisition report to participating member agencies
- Submitted a letter of support for the City of Seal Beach's USBR WaterSMART grant application

### COMMUNITY AND SPECIAL EVENTS

#### Public Affairs Staff:

- Provided an information booth, promotional items, and rebate information for the Designing Green Expo at the Laguna Design Center. Curated Connections hosted the event.
- Attended the Yorba Linda Water District Open House and provided a Ricky RaindropSM appearance

#### Government Affairs Staff:

- Participated in the OCBC Infrastructure Committee meeting

### K-12 WATER EDUCATION

#### Public Affairs Staff:

- Met with Orange County Department of Education's Inside the Outdoors on Choice School Program progress and family engagement opportunities
- Provided information regarding the MWDOC Choice K-12 School Program to the City of Fullerton, City of Buena Park, City of La Palma, City of Anaheim, City of Santa Ana, City of Tustin, and the City of Garden Grove
- Shared a statewide survey link from the California Environmental Education Foundation with Orange County teachers to understand better the factors influencing teacher participation in professional learning

- Coordinated logistics for a Project WET teachers training co-hosted with the Department of Water Resources, Metropolitan, and California Project WET program. The event is scheduled for November 2.

## WORKFORCE INITIATIVE

### Public Affairs Staff:

- Speakers Bureau:
  - Coordinated and hosted the Water Energy Education Alliance (WEEA) Leadership Roundtable Meeting #19 with guest speaker Matthew Tessier, Assistant Superintendent, Innovation, San Diego County Office of Education/Linda Vista Innovation Center
  - Delivered a WEEA 101 and year-in-review presentation at the MWDOC member agency managers' meeting
- Launched a WEEA LinkedIn profile
- Shared information with WEEA members and across social media that the American Water Works Association annual scholarship applications are open
- Placed a print order of WEEA career brochures for the new WEEA sponsor, the Moulton Nigel Water District (MNWD)

## DIGITAL COMMUNICATIONS, PUBLICATIONS, AND MEDIA ENGAGEMENT

### Public Affairs Staff:

- Completed several updates for the MWDOC.com website
- Developed and distributed social media content across all MWDOC social media channels
- Developed and distributed social media content across all MWDOC social media channels for the annual Water Professionals Appreciation Week campaign. Eight (8) departments were highlighted through 14 unique employee-centric posts.

## SPECIAL PROJECTS

### Public Affairs Staff:

- Speakers Bureau:
  - Attended and provided support for guest speaker Director Thomas at the Greater Irvine Chamber of Commerce October Business Advocacy Speaker Series
- Attended the annual Public Relations Society of America conference in Anaheim
- Scheduled a local inspection trip with Director Erdman and Director Seckel for January 24, 2025
- Met with Western Municipal Water District to catch up on co-aligned public affairs and workforce development events, activities, and initiatives

- Provided 23 variations of the MWDOC brand colors, branded font, and layout preference to MWDOC staff for Centers for Demographic Research to develop a new, modern MWDOC service area map
- Supported the MWDOC Finance department by providing cover pages for the year-end financial report
- Continued After Action activities for OC Water Summit, successfully negotiating \$6,274.12 in refunds from the Westin due to issues with the venue

#### **Governmental Affairs Staff:**

- Along with Alex Heide, met with the California Water Data Consortium to discuss streamlined reporting efforts
- On behalf of the WACO Planning Committee, reached out to potential speakers for future programs and coordinated meeting details with the November speaker.
- Staffed the WACO Planning Committee meeting

## **OUTREACH METRICS**

#### **Public Affairs Staff:**

- Google Performance Analytics (GM Report Timeframe)
  - 169 business profile interactions
  - 3,565 people viewed the business profile
- Website Analytics (GM Report Timeframe)
  - 11,227 pageviews
  - Top pages for this date range
    - Jeffery Thomas – 1,898
    - Karl Seckel – 1,405
    - Home Page – 1,275
    - Board of Directors – 505
    - Water Energy Education Alliance (WEEA) – 455
    - Al Nederhood – 450
  - ocwatersmartparks.com: 8 site sessions
- ocwatersmartgardens.com Analytics (September 2024)
  - 705 Sessions, 495 New Users
  - Top pages for this date range
    - Eligible Sustainability Feature Trees
    - Landing Page
    - Helpful Plant List
- Social Media (GM Report Timeframe)

According to Hootsuite – the global leader in social media management – a good engagement rate is between 1% to 5%.

For this period, MWDOC's engagement rate is at 6.43%

  - 55,606 post reach (number of people)
    - 3,575 Post engagements (actions taken – likes, shares, etc.)

## LEGISLATIVE AFFAIRS

### **Governmental Affairs Staff:**

- Attended the CMUA Regulatory Committee meeting
- Met with staff at IRWD to discuss USBR grants and applications
- Filed the Q3 state lobbying report with the Secretary of State
- Met with MWD legislative staff to discuss potential 2025 legislation
- Participated in the CSDA Legislative Committee Annual Planning meeting
- Met with CCEEB staff to discuss legislative priorities in advance of their annual legislative planning meeting

## WATER USE EFFICIENCY

### Water Loss Audit Validations

Rachel Davis has been working with MWDOC Member Agencies and the Three Cities to validate their Water Audits as required by SB 555 and the Conservation Framework. Rachel is an AWWA certified Water Audit Validator and will be responsible for validating 25 audits this year. Each validation includes a two-hour meeting with the retail agency to review their audit inputs and create the validation certificate and report. During the period covered in this report, Rachel validated audits for the City of Anaheim, the City of Westminster, the City of La Habra, the South Coast Water District, the Yorba Linda Water District, and the El Toro Water District.

### Metropolitan Water Use Efficiency Workgroup Meeting

On October 17, Joe Berg, Rachel Waite, Rachel D., Beth Fahl, and Sam Fetter participated in Metropolitan's Water Use Efficiency Workgroup meeting via Zoom. Items on the agenda included:

- MWD Board Meeting Update
  - Board Report
  - Conservation Grants
  - Conservation Framework Update
- Crescenta Valley WD's Life Without Water Story Contest
- MWD Conservation Program Updates
  - Grant Funding Update
  - Conservation Credits Program "101"
    - Municipal Leak Detection and Repair Grant Program
  - ICP Presentation – Cost-Effective Approach for Leak Detection and Localization in Multi-Family Properties
- External Affairs Update

The next meeting is scheduled for November 19.

### H2O for HOAs

On October 17, Tina Fann attended H2O for HOAs, an educational event led by the Moulton Niguel Water District in partnership with other water agencies and Orange County cities. At the MWDOC table, Tina spoke with and handed out MWDOC swag items to over 200 HOA board members, community managers, professional landscapers, and residents. Presentation topics at the event included:

- Water Savings Strategies for Maximizing Benefits and Controlling Costs
- RainSmart HOAs: Protect Water Quality and Transform Your Landscapes with Rebates
- Pipe Dreams: Private Stormwater Management to Protect Our Watersheds



- Warm Water Savings for HOAs
- Legislative Update for HOAs

### **Department of Water Resources (DWR) Water Loss Monthly Webinar**

On October 17, Rachel D. participated in the DWR monthly Water Loss Webinar. Topics included:

- Moulton Niguel Water District's Digital Tools for Water Loss Reporting
- Sweetwater Authority Experiences with Negative Real Losses

The next webinar is scheduled for November 21.

### **American Water Works Association (AWWA) Annual Fall Conference**

Between October 20 – 24, Rachel D. attended the AWWA Annual Fall Conference in Reno, Nevada. Rachel co-presented "MWDOC Water Loss Management Program Case Studies." She also attended an AWWA Leadership Training and Water Resources Division Meeting, Vice-Chaired a Water Loss Control Committee meeting, and attended various water loss control presentations.

### **Department of Water Resources (DWR) SB 1157 Technical Advisory Panel (TAP)**

On October 21, Joe and Rachel W. attended the DWR SB 1157 TAP, which is the technical panel working with DWR on their required study on the potential impacts of the Making Conservation a California Way of Life indoor water use objective. Those in attendance included DWR staff, their study consultant team, and staff from select water agencies across California. Topics on the agenda included:

- SB 1157 Requirements
- TAP Panel Structure and Role
- Flume Water Background and Proposed Approach/Methods

The next meeting is scheduled for December 11.

### **Alliance for Water Efficiency (AWE) Water Efficiency Research Committee (WERC)**

On October 22, Rachel W. attended the AWE WERC along with water agency staff from across the country. Topics on the agenda included:

- Research Project – Best in Class: Smart Practices for Residential Landscape and Irrigation Programs
- New AWE Research Concepts
- California Water Efficiency Partnership Research Updates

The next meeting will be scheduled for Q1 2025.

### **Metropolitan Program Advisory Committee (PAC) Meeting**

On October 23, Rachel W. and Beth participated in Metropolitan's PAC meeting. Topics discussed included:

- MA/RA Boundaries and Applications that need a Home
- Commercial Defrosting
- Additional Rebates for Devices with Quantity Limits
- Exceptions
- Devices/Technologies Roundtable
  - Crop-Swap Incentives
  - Other

The next meeting is scheduled for January 22.

### **California Data Collaborative (CaDC) Quarterly Steering and Strategic Planning Meeting**

On October 24, Joe and Rachel W. attended the hybrid CaDC Quarterly Steering Committee meeting held at Moulton Niguel Water District and via Zoom. Joe additionally attended the CaDC Strategic Planning Meeting held in person at Moulton Niguel Water District. Topics on the agenda included an overview of CaDC structure, deep dive sessions/synthesis, and the next steps.

The next meeting will be held in the first quarter of 2025.

### **Project Agreement 22 (PA 22) Advisory Workgroup**

On October 26, Rachel W. joined the PA 22 Advisory Workgroup hosted by the Santa Ana Watershed Project Authority (SAWPA) and attended by SAWPA member agencies. Topics discussed included the Proposition 1 Enhanced Decision Support Tool and SARCCP Water Budget Assistance.

The next meeting is scheduled for November 18.

### **MWDOC Advanced Metering Infrastructure (AMI) Workgroup Meeting**

On October 30, Rachel W., Beth, Tina F., Alondra Renteria-Solis, Melissa Hurtado, and Alex Cavazos participated in the AMI Workgroup meeting hosted by Rachel D. in collaboration with E Source. Twenty-one member agency staff were in attendance. Items on the agenda included:

- Introductions and Information Sharing
  - Current Status of AMI at each Participating Orange County Agency
  - Topics of Particular Interest/Pain Points/Concerns
- Learning Module
  - Meter Reading/AMI Cost Overview

- AMI Technology Overview
- Key Solution Components (Meter/Module, Network, Head End Software, Meter Data Management Software)
- Q&A

This was the first of six scheduled workgroup meetings. The next meeting is scheduled for November 20.

### **Commercial, Industrial, Institutional (CII) Landscape Area Measurement (LAM), and Land Use Classification Dataset (LUCD) Informational Webinar**

On October 31, Rachel W., Beth, Sam, and Tina F. attended the DWR informational webinar on CII-LAM-LUCD specifics. Topics discussed included:

- Urban Water Use Objective and How it is related to CII-LAM-LUCD
- Review of Residential LAM
- Data Provided under DWR's CII-LAM-LUCD
- How DWR and NV5G Delineate Areas of Interest
- CII-LAM-LUCD Classified Features Specifics
- Conditional Residential Extensions
- Estimated Delivery Schedule

The next meeting is not yet scheduled.

### **CaDC Regional Data Solutions**

On November 5, Joe and Rachel W. joined the CaDC Regional Data Solutions Meeting attended by CaDC members. The discussion focused on data for the Making Conservation a California Way of Life Framework, including the indirect potable reuse bonus and technical assistance for DWR commercial landscape area measurements.

The next meeting is not yet scheduled.

### **CalWEP Research and Evaluation (R&E) Committee Meeting**

On November 6, Rachel W. Vice-Chaired the CalWEP R&E Committee Meeting. Topics on the agenda included:

- Legislative and Regulatory Updates
- Research Project Updates
- AWE Research Committee Update
- Breakout Room discussions – Research, Conservation as a CA Way of Life
- New Tools for Framework Implementation
- Valley Water's CII Program Matrix
- Group Discussion: State Board Reporting Form

The next meeting is scheduled for next quarter.

### **MWDOC Non-Functional Turf (NFT) Program Advisory Committee (PAC) Meeting**

On November 6, Joe, Rachel W., Beth, and Sam hosted the NFT PAC meeting via Zoom. Topics discussed included:

- Email Campaign
- Bill Inserts targeted at CII Customers
- Uniform Messaging
- How can MWDOC provide Support?

The next meeting is scheduled for November 21.

### **Conservation as a California Way of Life Technical Assistance Program (CCWL-TAP) RFP Proposal Review Committee Meeting**

On November 7, Joe, Rachel W., Beth, and Sam hosted the CCWL-TAP RFP Proposals review meeting via Zoom. Staff from El Toro Water District, Moulton Niguel Water District, and Santa Margarita Water District attended and participated in the proposal review and consultant recommendation process.

### **Orange County Water Use Efficiency Workgroup Meeting**

On November 7, Joe, Rachel D., Rachel W., Beth, and Sam hosted the Orange County Water Use Efficiency Workgroup meeting via Zoom. Items on the agenda included:

- AB 1572 – Nonfunctional Turf Ban
  - PAC Update
- Conservation as a California Way of Life Standards/Framework Update
  - Framework RFP Update
  - SWB Reporting Template and DWR Data
  - DWR CII-LAM-LUCD Informational Webinar Recap
- Presentation – LIMTING Water Use at Your Fingertips
- Water Use Efficiency Updates
  - AMI Workgroup Meeting #1 Update
  - H2OC Collaboration - Small-Scale Pilot Program
  - On-Site Retrofit Program and Water Savings Incentive Program
- Trainings

The next meeting is scheduled for December 5.

### **Orange County Data Acquisition Partnership (OCDAP) Steering and Technical Advisory Committee (STAC)**

On November 12, Rachel W. attended the OCDAP STAC. The working group collaborates on and organizes a regional effort to share costs for the acquisition of high-

resolution aerial imagery and related products. Discussion focused on the Cycle #3 vendor options, planning, and logistics.

The next meeting is scheduled for December 10.

### **Orange County Water Loss Control Workgroup Meeting**

On November 12, Rachel D. hosted the Orange County Water Loss Control Workgroup meeting. Approximately 32 agency staff attended this meeting. Items on the agenda included:

- Water Loss Update
  - Water Loss Regulation Reminders
- OLEA Presentation
  - The City of Fullerton sought innovative technology to enhance its water meter asset management, particularly for its large commercial and industrial meters, which account for significant water use and non-revenue water. The city partnered with Olea Edge Analytics on a Meter Health Analytics Pilot Project that was funded by MWD's Innovative Conservation Program.
- California Validated Audit Dataset Presentation
  - Highlight changes in water loss performance indicators from 2017 to 2023 to gauge the statewide variability in water audit data from year to year.
  - Explore typical performance indicators between comparable groups of utilities with the context of the statewide findings.
- Discussion & Questions

The next workgroup meeting is scheduled for January 14, 2025

**INFORMATION CALENDAR**

**MWDOC GENERAL INFORMATION  
ITEMS**

**MWDOC BOARD OF DIRECTORS**

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