



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
BOARD OF DIRECTORS  
Wednesday, May 22, 2024  
1965 Placentia Avenue, Costa Mesa, CA 92627  
4:30 p.m. Regular Board Meeting**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MESA WATER 2024 VIDEO CONTEST AWARD WINNERS**

**PUBLIC COMMENTS**

**Items Not on the Agenda:** Members of the public are invited to address the Board regarding items which are not appearing on the posted agenda. Each speaker shall be limited to three minutes. The Board will set aside 30 minutes for public comments for items not appearing on the posted agenda.

**Items on the Agenda:** Members of the public shall be permitted to comment on agenda items before action is taken, or after the Board has discussed the item. Each speaker shall be limited to three minutes. The Board will set aside 60 minutes for public comments for items appearing on the posted agenda.

**ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA**

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed as an Action Item, may be deliberated and may be subject to action by the Board.

**CONSENT CALENDAR ITEMS:**

Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.

1. Approve minutes of regular Board meeting of April 10, 2024.
2. Approve minutes of regular Board meeting of April 24, 2024.
3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
  - Conferences, Seminars, and Meetings
  - Board Calendar
  - Upcoming Community Outreach Events
5. Receive and file the Developer Project Status Report.
6. Receive and file the Mesa Water and Other Agency Projects Status Report.
7. Receive and file the Water Quality Call Report.
8. Receive and file the Accounts Paid Listing.
9. Receive and file the Monthly Financial Reports.
10. Receive and file the Outreach Update.
11. Receive and file the Fiscal Year 2024 Third Quarter Financial Update.
12. Receive and file the Quarterly Training Report.



**PRESENTATION AND DISCUSSION ITEMS:**

13. PROPOSED FISCAL YEAR 2025 BUDGET:

**Recommendation: Discuss the proposed Fiscal Year 2025 Budget and:**

**Option 1: Approve the proposed Fiscal Year 2025 Budget, or**

**Option 2: Direct staff to modify the proposed Fiscal Year 2025 Budget as requested by the Board of Directors.**

**ACTION ITEMS:**

14. LOCAL GROUNDWATER SUPPLY IMPROVEMENT PROJECT:

**Recommendation: Award a contract to Black & Veatch Corporation for \$524,085 and a contingency of \$52,409 for an amount not to exceed \$576,494 for the Local groundwater Supply Improvement Project, in partnership with Orange County Water District, the City of Huntington Beach, and the City of Newport Beach.**

15. STATEMENT OF INVESTMENT POLICY:

**Recommendation: Adopt Resolution No. 1596 Delegating Authority Relative to Investment or Reinvestment of Specified Funds, and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1575.**

16. FEES AND CHARGES FOR MISCELLANEOUS SERVICES:

**Recommendation: Adopt Resolution No. 1595 Adopting Certain Policies Concerning Designated Fees and Charges for Miscellaneous Services, Setting Certain Service-Related Fees and Charges Effective May 22, 2024, Making Certain Findings and Superseding Resolution No. 1526.**

17. EMPLOYEE RULES AND REGULATIONS:

**Recommendation: Adopt Resolution No. 1594 Adopting Revised Employee Rules and Regulations Superseding Resolution No. 1473.**

**REPORTS:**

18. REPORT OF THE GENERAL MANAGER:

- April Key Indicators Report

19. DIRECTORS' REPORTS AND COMMENTS

**INFORMATION ITEMS:**

20. FEDERAL ADVOCACY UPDATE



21. STATE ADVOCACY UPDATE

22. ORANGE COUNTY UPDATE

23. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

**CLOSED SESSION:**

24. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)

*In compliance with California law and the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please call the District Secretary at (949) 631-1205. Notification 48 hours prior to the meeting will enable Mesa Water District (Mesa Water®) to make reasonable arrangements to accommodate your requests.*

*Members of the public desiring to make verbal comments using a translator to present their comments into English shall be provided reasonable time accommodations that are consistent with California law.*

*Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at [www.MesaWater.org](http://www.MesaWater.org). If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.*

**ADJOURN TO A REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, JUNE 12, 2024 AT 4:30 P.M.**



Dedicated to  
Satisfying our Community's  
Water Needs

**MINUTES OF THE BOARD OF DIRECTORS  
MESA WATER DISTRICT  
Wednesday, April 10, 2024  
1965 Placentia Avenue, Costa Mesa, CA 92627  
4:30 p.m. Regular Board Meeting**

**CALL TO ORDER**

The meeting of the Board of Directors was called to order at 4:30 p.m. by President Dewane.

**PLEDGE OF ALLEGIANCE**

Director Fisler led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President  
Marice H. DePasquale, Vice President  
Jim Atkinson, Director *(arrived at 4:34 p.m.)*  
Fred R. Bockmiller, P.E., Director  
James R. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager  
Denise Garcia, Chief Administrative Officer/  
District Secretary  
Marwan Khalifa, CPA, MBA, Chief Financial Officer/  
District Treasurer  
Andrew D. Wiesner, P.E., District Engineer  
Tyler Jernigan, Water Operations Manager  
Stacy Taylor, Water Policy Manager  
Kaitlyn Norris, Public Affairs Specialist  
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

John Kennedy, General Manager, Orange County Water District  
Keith Stribling, CFA, Senior Portfolio Manager, PFM Asset Management, LLC  
Alexandra Irving, Client Services Coordinator, Public Agency Retirement Services  
Angela Tang, Senior Coordinator, Client Services and Sales Public Agency Retirement Services

**PUBLIC COMMENTS**

President Dewane asked for public comments.

There was no public present and President Dewane proceeded with the meeting.



## ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA

General Manager Shoenberger reported there were no items to be added, removed, or reordered on the agenda. There were no objections.

### CONSENT CALENDAR ITEMS:

1. Approve minutes of regular Board Meeting of March 13, 2024.
2. Approve minutes of adjourned regular Board Meeting of March 19, 2024.
3. Approve minutes of regular Board Meeting of March 27, 2024.
4. Approve attendance considerations (additions, changes, deletions).
5. Board Schedule:
  - Conferences, Seminars, and Meetings
  - Board Calendar
  - Upcoming Community Outreach Events

### MOTION

Motion by Vice President DePasquale, second by Director Bockmiller, to approve Items 1 – 5 of the Consent Calendar. Motion passed 4 – 1, with Director Atkinson absent.

### PRESENTATION AND DISCUSSION ITEMS:

#### 6. ORANGE COUNTY WATER DISTRICT BRIEFING:

GM Shoenberger introduced Orange County Water District (OCWD) General Manager John Kennedy who proceeded with a presentation that highlighted the following:

- FY 2024-2025 Proposed Budget
- Per- and Polyfluoroalkyl Substances (PFAS)
- Talbert Seawater Barrier
- Groundwater Replenishment System
- Groundwater Basin Conditions

Mr. Kennedy responded to questions from the Board and they thanked him for the presentation.

#### 7. PENSION & OTHER POST-EMPLOYMENT BENEFITS TRUST UPDATE:

GM Shoenberger provided an overview of the topic and introduced Chief Financial Officer Khalifa and PFM Asset Management, LLC Senior Portfolio Manager Keith Stribling who proceeded with a presentation that highlighted the following:

Other Post-Employment Benefits (OPEB) Pre-Funding Program & Pension Rate Stabilization Program

- Summary of Agency's OPEB Plan
- OPEB Actuarial Results
- Summary of Agency's Pension Plan
- Pension Funding Status

Public Agency Retirement Services (PARS): Mesa Water District

- Annualized Return Comparison
- Discussion Highlights: Mesa Water District

Mr. Khalifa and Mr. Stribling responded to questions from the Board and they thanked them for the presentation.

8. **KEY MESSAGE: MESA WATER IS FISCALLY RESPONSIBLE AND FINANCIAL STRONG:**

GM Shoenberger provided a brief overview of the topic and introduced Public Affairs Specialist Norris who proceeded with a presentation that highlighted the following:

- Mesa Water Key Messages
- 3-Step Approach to Delivering Key Messages
- Key Message
- Key Message Proof Points

Ms. Norris responded to questions from the Board and they thanked her for the presentation.

9. **WORKFORCE OPTIMIZATION:**

GM Shoenberger provided an overview of the topic.

Discussion ensued amongst the Board.

The Board concurred with the recommendation and gave direction to staff to develop a draft Workforce Optimization statement and bring to a future Board meeting.

**ACTION ITEMS:**

10. **RULES AND REGULATIONS FOR WATER SERVICE:**

President Dewane asked for comments from the public. There were no comments.

**MOTION**

Motion by Vice President DePasquale, second by Director Fisler, to adopt Resolution No.1593 Amending Mesa Water's Rules and Regulations for Water Service Superseding Resolution No. 1548, with modifications. Motion passed 5 – 0, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale, Dewane
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	None

11. FINANCIAL STANDARD OPERATING PROCEDURES:

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to approve a contract amendment with Plante Moran, PLLC for \$175,000 to expand their consulting services to include an internal control assessment and the development of financial standard operating procedures. Motion passed 5 – 0.

**REPORTS:**

12. REPORT OF THE GENERAL MANAGER

13. DIRECTORS' REPORTS AND COMMENTS

**INFORMATION ITEMS:**

14. SURPLUS PROPERTY

15. TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT POLICY

16. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

**Recess**

President Dewane declared a recess at 5:55 p.m.

The Board meeting reconvened at 5:59 p.m.

President Dewane announced the Board was going into Closed Session at 6:00 p.m.

**CLOSED SESSIONS:**

17. CONFERENCE WITH LABOR NEGOTIATOR:

Pursuant to California Government Code Section 54957.6(a)

District Negotiator: General Manager

Employee Organization: Represented and Non-Represented Employees

18. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION:

Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)

The Board returned to Open Session at 6:12 p.m.

District Secretary Garcia announced that the Board conducted a Closed Session on Item 17 with the General Manager, District Secretary, District Engineer and General Legal Counsel pursuant to California Government Code Section 54957.6(a). The Board received information and put forth the following motion:

MOTION

Motion by Vice President DePasquale, second by Director Atkinson, to authorize staff to initiate the recruitment process to fill the Public Affairs Manager position. Motion passed 5 – 0.

District Secretary Garcia announced that the Board conducted a Closed Session on Item 18 with the General Manager, District Secretary, District Engineer, and General Legal Counsel pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b). The Board received information and gave direction to staff. There was no further announcement.

President Dewane adjourned the meeting at 6:13 p.m. to a Regular Board Meeting scheduled for Wednesday, April 24, 2024 at 4:30 p.m.

Approved:

---

Shawn Dewane, President

---

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer

Unapproved



*Dedicated to  
Satisfying our Community's  
Water Needs*

**MINUTES OF THE BOARD OF DIRECTORS  
MESA WATER DISTRICT  
Wednesday, April 24, 2024  
1965 Placentia Avenue, Costa Mesa, CA 92627  
4:30 p.m. Regular Board Meeting**

**CALL TO ORDER**

The meeting of the Board of Directors was called to order at 4:30 p.m. by Acting President DePasquale.

**PLEDGE OF ALLEGIANCE**

Director Fisler led the Pledge of Allegiance.

**Directors Present**

Marice H. DePasquale, Acting President  
Jim Atkinson, Director (*arrived at 4:55 p.m.*)  
Fred R. Bockmiller, P.E., Director  
James R. Fisler, Director

**Directors Absent**

Shawn Dewane, President

**Staff Present**

Paul E. Shoenberger, P.E., General Manager  
Denise Garcia, Chief Administrative Officer/  
District Secretary  
Marwan Khalifa, CPA, MBA, Chief Financial Officer/  
District Treasurer  
Andrew D. Wiesner, P.E., District Engineer  
Tyler Jernigan, Water Operations Manager  
Stacy Taylor, Water Policy Manager  
Kaitlyn Norris, Public Affairs Specialist  
Karyn Igar, P.E., Senior Civil Engineer  
Hester "Fritz" Petropoulos, M.Ed., Water Use Efficiency and  
Education Coordinator  
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

**Others Present**

Jeffrey C. Freedman, Partner Emeritus, Liebert Cassidy  
Whitmore (*teleconference*)  
Whitney L. Tolar, Associate, Liebert Cassidy Whitmore  
(*teleconference*)

**PUBLIC COMMENTS**

Acting President DePasquale asked for public comments.

There was no public present and Acting President DePasquale proceeded with the meeting.

**ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA**

General Manager Shoenberger reported there were no items to be added, removed, or reordered on the agenda. There were no objections.

**CONSENT CALENDAR ITEMS:**

1. Receive and file the Developer Project Status Report.
2. Receive and file the Mesa Water and Other Agency Projects Status Report.
3. Receive and file the Water Quality Call Report.
4. Receive and file the Accounts Paid Listing.
5. Receive and file the Monthly Financial Reports.
6. Receive and file the Outreach Update.

**MOTION**

Motion by Director Bockmiller, second by Director Fisler, to approve Items 1 – 6 of the Consent Calendar. Motion passed 3 – 2, with President Dewane and Director Atkinson absent.

**PRESENTATION AND DISCUSSION ITEMS:**

**7. ONE-YEAR PLAN FOR MESA WATER EDUCATION CENTER:**

GM Shoenberger provided an overview of the topic and introduced Water Use Efficiency and Education Coordinator Petropoulos who proceeded with a presentation that highlighted the following:

- Mesa Water Education Center Purpose
- Target Audiences (Year 1)
- STEM Education Partner: Brain Builders
- Fifth Grade Field Trip Components
- Accompanying Curriculum Workbook
- Hands-on Engineering Activity
- Transportation Stipends
- Format for Field Trips
- Format for Small Groups and VIP Tours
- Post-Visit Survey
- Plan, Teach, Reflect, Apply

Ms. Petropoulos responded to questions from the Board and they thanked her for the presentation.

**8. RESERVOIRS 1 AND 2 PUMP STATION UPGRADES PROJECT QUARTERLY UPDATE:**

District Engineer Wiesner provided an overview of the topic and proceeded with a presentation that highlighted the following:

- Reservoir 1 – Site Layout
- Reservoir 2 – Site Layout
- Reservoir Project Schedule
- Reservoir Project Planned vs. Actual

Mr. Wiesner responded to questions from the Board and they thanked him for the presentation.

9. PIPELINE INTEGRITY PROGRAM:

GM Shoenberger provided an overview of the topic and introduced Senior Civil Engineer Igar who proceeded with a presentation that highlighted the following:

- Resolution No. 1525 Replacement of Assets
- Non-Destructive Testing
- Non-Destructive Testing with Echologics ePulse

Ms. Igar responded to questions from the Board and they thanked her for the presentation.

10. ORANGE COUNTY FAIR SPONSORSHIP:

GM Shoenberger provided an overview of the topic and introduced Public Affairs Specialist Norris who proceeded with a presentation that highlighted the following:

- Water Bottle Refilling Stations Presenting Sponsor
- Water Bottle Refilling Stations
- Water Station Locations
- Additional Presenting Sponsor Benefits

Ms. Norris responded to questions from the Board and they thanked her for the presentation.

**ACTION ITEMS:**

11. FISCAL YEAR 2025 STRATEGIC PLAN:

GM Shoenberger provided an overview of the topic.

Discussion ensued amongst the Board.

**MOTION**

Motion by Director Bockmiller, second by Director Atkinson, to approve Mesa Water District's Fiscal Year 2025 Strategic Plan. Motion passed 4 – 1, with President Dewane absent.

12. CUSTOMER INFORMATION SYSTEM SUPPORT SERVICES:

**MOTION**

Motion by Director Bockmiller, second by Director Atkinson, to approve a contract with T2 Tech Group for \$42,835 to provide a professional technology team to support the evaluation and implementation of a Customer Information System and authorize execution of the contract. Motion passed 4 – 1, with President Dewane absent.

13. CAPITAL IMPROVEMENT PROGRAM UPDATE:

GM Shoenberger provided an overview of the topic and introduced District Engineer Wiesner who provided additional information on the recommendation and scope of work.

Mr. Wiesner responded to questions from the Board and they thanked him for the information.

## MOTION

Motion by Director Bockmiller, second by Director Atkinson, to award a contract to Carollo Engineers, Inc. for \$954,504 and a contingency of \$95,450 for an amount not to exceed \$1,049,954 for the Capital Improvement Program Update Professional Services. Motion passed 4 – 1, with President Dewane absent.

## REPORTS:

14. REPORT OF THE GENERAL MANAGER:
  - March Key Indicators Report
15. DIRECTORS' REPORTS AND COMMENTS

## INFORMATION ITEMS:

16. FEDERAL ADVOCACY UPDATE
17. STATE ADVOCACY UPDATE
18. ORANGE COUNTY UPDATE

## Recess

Acting President DePasquale declared a recess at 5:49 p.m.

The Board meeting reconvened at 5:56 p.m.

## CLOSED SESSIONS:

Acting President DePasquale announced the Board was going into Closed Session at 5:57 p.m.

19. CONFERENCE WITH SPECIAL LEGAL COUNSEL – ANTICIPATED LITIGATION:  
Significant Exposure to Litigation Pursuant to California Government Code Section 54956.9(d)(4)  
Number of Cases: 1
20. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION:  
Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)
21. CONFERENCE WITH SPECIAL LEGAL COUNSEL -= EXISTING LITIGATION:  
Pursuant to California Government Code Sections 54956.9(a) and 54957.1(a)(2) – based on existing facts and circumstances, the Board is meeting with Special Legal Counsel.  
Number of Cases: 1

The Board returned to Open Session at 6:50 p.m.



District Secretary Garcia announced that the Board conducted a Closed Session on Item 19 with the General Manager and District Secretary pursuant to California Government Code Section 54956.9(d)(4). The Board received information and the following action was taken:

MOTION

Motion by Vice President DePasquale, second by Director Bockmiller, to

- a. Appear and file briefing as an amicus curiae in *Mark Coziahr v. Otay Water District* in support of Coziahr; and
- b. Amend the contract with Ciresi Conlin LLP for an amount now to exceed \$190,000 to provide Special Legal Services.

Motion passed 4 – 1, with President Dewane absent.

District Secretary Garcia announced that the Board conducted a Closed Session on Item 20 with the General Manager, District Secretary, District Engineer and Legal Counsel pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b). The Board received information and there was no further announcement.

District Secretary Garcia announced that the Board conducted a Closed Session on Item 21 with the General Manager, District Secretary and Special Legal Counsel pursuant to California Government Code Sections 54956.9(a) and 54957.1(a)(2). The Board received information and provided direction to staff. There was no further announcement.

Acting President DePasquale adjourned the meeting at 6:52 p.m. to a Regular Board Meeting scheduled for Wednesday, May 22, 2024 at 4:30 p.m.

Approved:

---

Shawn Dewane, President

---

Denise Garcia, District Secretary

Recording Secretary: Sharon D Brimer



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Denise Garcia, Chief Administrative Officer  
DATE: May 22, 2024  
SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

---

### RECOMMENDATION

In accordance with Ordinance No. 35, adopted March 22, 2023, authorize attendance at conferences, seminars, meetings, and events.

### STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

### PRIOR BOARD ACTION/DISCUSSION

At its June 14, 2023 meeting, the Board of Directors (Board) approved Fiscal Year 2024 attendance at Conferences, Seminars, Meetings, and Events.

### DISCUSSION

During the discussion of this item, if any, the Board may choose to delete any item from the list and/or may choose to add additional conferences, seminars, meetings, or events for approval, subject to available budget or additional appropriation.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.

**2024 CONFERENCES, SEMINARS, AND MEETINGS:**

<b>May 21 - 22, 2024</b>	
CSDA Legislative Days	
Sacramento, CA	
<b>June 3 - 21, 2024</b>	
Harvard Senior Executives in State and Local Government	
Cambridge, MA	
<b>June 10 - 13, 2024</b>	
AWWA ACE24 Conference	JA, FB
Anaheim, CA	
<b>August 15 - 16, 2024</b>	
9th Annual CA Water Data Summit	
San Diego, CA	
<b>August 21 - 23, 2024</b>	
Urban Water Institute Annual Conference	JA, MD
San Diego, CA	
<b>September 9 - 12, 2024</b>	
CSDA Annual Conference	
Indian Wells, CA	
<b>September 17 - 18, 2024</b>	
P3 Water Summit	
San Diego, CA	
<b>September 27, 2024</b>	
OC Water Summit	
TBD	
<b>October 3 - 4, 2024</b>	
H2O Women Conference	MD
Santa Barbara, CA	
<b>October 5 - 9, 2024</b>	
WEFTEC Conference	
New Orleans, LA	
<b>October 16, 2024</b>	
CALAFCO Annual Conference	
Fish Camp, CA	
<b>October 20 - 23, 2024</b>	
AWWA CA-NV Annual Fall Conference	
Reno, NV	
<b>November 13 - 14, 2024</b>	
SWMOA Annual Symposium	
Monterey, CA	
<b>December 3 - 5, 2024</b>	
ACWA JPIA Fall Conference	
Palm Desert, CA	
<b>December 4 - 6, 2024</b>	
Colorado River Water Users Association Conference	
Las Vegas, NV	

# May 2024

May 2024							June 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 28	29	30	May 1 8:30am Jt. MWDOC/MWD 11:00am Mtd w/ GM - SD 5:30pm OCWD Board Meeting (IN PERSON)	2 Pay Period Ends 8:00am Monthly 1:1 with GM - JF 12:00pm OCWD Communications/Legislative (IN PERSON & VIRTUAL)	3 7:30am WACO (VIRTUAL)	4
5	6 8:30am MWDOC Planning & Operations Committee Meeting Combined with Admin & Finance (IN PERSON)	7 ACWA Spring Conference (Sacramento) 7:30am R/S to 5/14 - ISDOC Executive Committee Meeting 6:00pm Costa Mesa City Council Meeting (IN PERSON)	8 Payday 8:15am LAFCO Meeting (400 W Civic Center) 8:30am R/S to 5/6 - 12:00pm Canceled -	9 Pay Period Ends 7:30am Costa Mesa Chamber of 10:00am Costa Mesa 12:00pm Canceled -	10 9:30am Costa Mesa Chamber Event (1475 South Coast Drive, Costa Mesa 92626)	11
12	13 5:00pm IRWD Board Meeting (IN PERSON & <a href="https://irwd.webex.com/irwd/j.php?MTID=m5fc1735966012302">https://irwd.webex.com/irwd/j.php?MTID=m5fc1735966012302</a> )	14 7:30am R/S from 5/7 - ISDOC Executive Committee Meeting ( <a href="https://us06web.zoom.us/j/3840960436">https://us06web.zoom.us/j/3840960436</a> )	15 8:30am MWDOC Board Meeting (IN PERSON) 12:00pm Executive 3:00pm Canceled - 5:30pm 45th Annual Les 5:30pm OCWD Board	16 Pay Period Ends 8:30am MWDOC Executive Committee (IN PERSON & VIRTUAL)	17 8:00am City/Districts Liaison Committee Meeting (2985 Bear Street, Costa Mesa, CA 92626)	18
19	20	21 CSDA Legislative Days (Sacramento, CA) 7:30am WACO Planning Committee Meeting 10:00am Cal Cities OC Division Event (Clifton) 6:00pm Costa Mesa City	22 Payday 11:30am State of the 5th District Luncheon 1:00pm OCWD Webinar 4:30pm Board Meeting	23 Pay Period Ends	24	25
26	27 District Holiday 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	28	29 5:30pm Institute for Conservation Research and Education (ICRE) Student Poster Symposium (Mesa)	30 Pay Period Ends	31	Jun 1



# June 2024

June 2024							July 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 26	27	28	29	30	31	Jun 1
2	3 8:30am MWDOC Planning & Operations Committee Meeting	4 7:30am ISDOC Executive Committee Meeting 8:00am OCBC 6:00pm Costa Mesa City	5 Payday 8:30am Jt. 12:00pm Canceled - 5:30pm OCWD Board	6 Pay Period Ends 12:00pm OCWD Communications/Legislative (IN PERSON &	7 7:30am WACO (VIRTUAL)	8
9	10 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	11 AWWA ACE24 Conference (Anaheim, CA)		12 8:15am LAFCO Meeting 8:30am MWDOC Admin 12:00pm OCWD Water	13 Pay Period Ends 12:00pm OCWD Admin & Finance (IN	14
16	17	18 7:30am WACO Planning Committee Meeting 6:00pm Costa Mesa City Council Meeting (IN	19 Payday 8:30am MWDOC Board 3:00pm Costa Mesa 5:30pm OCWD Board	20 Pay Period Ends 8:30am MWDOC Executive Committee (IN PERSON &	21	22
23	24 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	25	26 4:30pm Board Meeting (Boardroom)	27 Pay Period Ends	28 Lions Club Fish Fry (Friday 5 - 10 pm, Saturday & Sunday 11 am	29
30 Lions Club Fish Fry (Friday 5	Jul 1	2	3	4	5	6

# July 2024

July 2024							August 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 30	<b>Jul 1</b> 8:30am MWDOC Planning & Operations Committee Meeting (IN PERSON & VIRTUAL)	<b>2</b> 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (IN PERSON & VIRTUAL)	<b>3</b> Payday 8:30am Jt. MWDOC/MWD Workshop (IN PERSON) 5:30pm OCWD Board Meeting (IN PERSON)	<b>4</b> District Holiday 12:00pm OCWD Communications/Legislative (IN PERSON & VIRTUAL)	<b>5</b> 7:30am R/S to 7/12 - WACO (VIRTUAL)	<b>6</b>
7	<b>8</b> 12:00pm Executive Committee Meeting 5:00pm IRWD Board Meeting (IN PERSON) 5:00pm GWRS Steering Committee (IN PERSON)	<b>9</b> 9:00am ACC-OC Energy, Environment and Water Committee 5:00pm Mesa Water Concerts in the Park (Fairview Park, 2525)	<b>10</b> 8:15am LAFCO Meeting (400 W. Civic Center) 8:30am MWDOC Admin & Finance Committee 12:00pm OCWD Water Board Meeting	<b>11</b> Pay Period Ends 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	<b>12</b> 7:30am R/S from 7/5 - WACO	<b>13</b>
14	<b>15</b>	<b>16</b> 7:30am WACO Planning Committee Meeting 5:00pm Mesa Water Concerts in the Park 6:00pm Costa Mesa City Council Meeting (IN PERSON)	<b>17</b> Payday 8:30am MWDOC Board Meeting (IN PERSON) 3:00pm Costa Mesa Chamber of Commerce 5:30pm OCWD Board Meeting	<b>18</b> 8:30am MWDOC Executive Committee Meeting (IN PERSON & VIRTUAL)	<b>19</b> 8:00am City/Districts Liaison Committee Meeting (Mesa Water Education Center, 3150 Gisler Avenue, Costa Mesa)	<b>20</b>
21	<b>22</b> 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	<b>23</b> 5:00pm Mesa Water Concerts in the Park (Fairview Park, 2525 Placentia Avenue, Costa Mesa, CA 92626)	<b>24</b> 8:30am Jt. MWDOC/OCWD Planning Meeting (IN PERSON & VIRTUAL) 4:30pm Board Meeting (Boardroom)	<b>25</b> Pay Period Ends 11:30am ISDOC Quarterly Event (MWDOC/OCWD Joint Boardroom)	<b>26</b>	<b>27</b>
28	<b>29</b>	<b>30</b> 5:00pm Mesa Water Concerts in the Park (Fairview Park, 2525 Placentia Avenue, Costa Mesa, CA 92626)	<b>31</b> Payday 8:45am Orange County Business Council's 2024 Legislative Day (The Cove at UCI, 5270 California)	<b>Aug 1</b>	<b>2</b>	<b>3</b>



## UPCOMING COMMUNITY OUTREACH EVENTS

Event	Date & Time	Location
Institute for Conservation Research and Education (ICRE) Student Poster Symposium	Wednesday, May 29, 2024 5:30 – 7:30 p.m.	Mesa Water District Boardroom 1965 Placentia Avenue Costa Mesa, CA 92627
Lions Club Fish Fry	Friday, June 28, 2024 5 – 10 p.m. Saturday, June 28 & Sunday, June 29, 2024 11 a.m. – 10 p.m.	Lions Park and Luke Davis Field 570 West 18th Street Costa Mesa, CA 92627
Concerts in the Park	Tuesdays July 9, 16, 23 & 30, 2024 6 p.m.	Fairview Park 2525 Placentia Avenue Costa Mesa, CA 92626

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
Will Serve Letter Request	2501 Harbor Boulevard	Fairview Development Center	Proposed project will construct a new Emergency Operations Center. (5/14/24)
Will Serve Letter Request	695 W. 19th Street	60-Unit Complex	Will Serve Letter sent 3/4/24. (5/14/24)
Will Serve Letter Request	615 & 617 Victoria Street	32-Unit Complex	Will Serve Letter sent 3/4/24. (5/14/24)
Will Serve Letter Request	3333 Susan Street	1,050-unit Residential Apartment Complex	This project will require a California Environmental Quality Act (CEQA) level Water Supply Assessment (WSA). (5/14/24)
C0013-24-01	Fairview Park	Park	Application for New Service submitted on 3/14/24. 1st plan check submitted on 3/13/24. Badger meter ordered by Badger on 5/14/24. (5/14/24)
C0014-24-02	600 Town Center Drive	Water Pipeline	Application for New Service submitted on 11/28/23 and plan check fee is not required. 1st plan check submitted on 12/1/23 and returned on 12/21/23. 2nd plan check submitted on 1/23/24 and returned on 1/31/24. (5/14/24)
C0073-23-01	55 Fair Drive	Vanguard University (New Gym)	Application for New Services submitted on 8/16/22 and plan check fee paid on 8/16/22. 1st plan check submitted on 8/15/22 and returned on 8/28/22. 2nd plan check submitted on 9/20/22 and returned on 9/25/22. 3rd plan check submitted on 12/14/22 and returned on 12/14/22. Permit issued on 2/15/23. Precon held on 7/11/23. Services installed on 7/25/23. Chlorination of domestic water service completed on 8/14/23. Chlorination of fireline completed on 9/5/23. Shutdown to cut in tee, and install of the large Badger meter completed on 12/18/23. Staff met with Contractor on 1/9/24 to go over meter placement plans. Currently waiting for large Badger meter to arrive for final inspection. 6" Meter is scheduled to be installed and finish the project on 5/16/24. (5/16/24)
C0102-20-02	3550 Cadillac Avenue	Commercial	Plans received and plan check fees paid on 11/25/19. 1st plan check 11/25/19 and redlines emailed on 12/4/19. Issued plan check termination to owner due to non-responsiveness to complete plan check. 2nd plan check on 7/2/20 and returned on 7/5/20. 3rd plan check on 7/25/21 and returned on 7/31/21. 4th plan check on 8/24/21 and returned on 8/29/21. 5th plan check on 10/11/21 and returned on 10/12/21. 6th plan check on 10/22/21 and returned on 10/23/21. 7th plan check received 2/15/22 and returned on 2/17/22. 8th plan check submitted on 7/20/23. Permit issued on 8/17/23. (5/14/24)



# DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0158-21-01	396 E. 21st Street	Mobile Home Park	Plan check fees paid on 8/13/20 and Application for New Service submitted on 8/7/20. 1st plan check submitted on 7/30/20 and returned on 8/15/20. 2nd plan check submitted on 9/2/20 was rejected. Revised 2nd plan check submitted on 9/10/20 and returned on 9/12/20. Issued permit on 10/27/20. Precon held on 5/27/21. Extending permit for 6 months. Inspector dispatched to check job progress on 11/15/21 and 6/17/22. Work order created to check site and verify if any water-related work has begun on 7/18/23. Precon held on 1/23/24. (5/14/24)
C0183-21-01	148 E. 22nd Street	St. Mary Armenian Church	Plan check fee received on 2/4/21 and Application for New Service received on 6/22/21. 1st plan check submitted on 6/22/21 and returned on 7/3/21. 2nd plan check submitted on 9/15/21 and returned on 9/18/21. Permit issued on 11/16/21. Precon completed 2/7/22 and project to be built in 2 phases. Test shutdown on 2/11/22. Shutdown to cut-in tee completed on 2/14/22. Chlorination flush, swab, pressure test done on 2/22/22, and chlorination flush again on 2/23/22. Inspector dispatched to check job progress on 6/17/22. Precon for new phase of construction held on 9/27/22. Precon held with new contractor on 3/22/23. Shutdown for abandonment performed on 5/3/23. Contractor called for meter installs on 7/13/23. Refresher precon held with new contractor on 11/29/23. Met onsite with contractor to go over 2" service install on Virginia Place on 2/13/24. Installed 2" service on 4/15/24. Backflow placement checked on 5/1/24. (5/14/24)
C0188-21-01	3190 Pullman Street	Commercial Property	New Application for New Service submitted on 1/30/24 and now plan check fee is required. 1st plan check submitted on 1/21/24 and returned on 2/10/24. 2nd plan check submitted on 2/27/24 and returned on 3/3/24. 3rd plan check submitted on 3/5/24 and returned on 3/10/24. Permit issued on 4/9/24. Precon held on 4/16/24. (5/14/24)
C0202-21-01	1910 Federal Avenue	Single Family Home	Application for New Service submitted on 5/18/21 and plan check fee submitted on 5/18/21. 1st plan check submitted on 5/25/21 and returned on 6/3/21. 2nd plan check submitted on 8/30/21 and returned on 8/30/21. 3rd plan check submitted on 8/31/21 and returned on 9/1/21. Permit issued on 3/7/22. Precon held on 11/17/22. Water utility work scheduled to begin in January 2024. Precon held on 1/17/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0214-22-01	366 Ralcam Place	Single Family Home	Application for New Service submitted on 7/22/21 and plan check fee submitted on 7/29/21. 1st plan check submitted on 8/2/21 and returned on 8/2/21. 2nd plan check submitted on 9/7/21 and returned on 9/8/21. Permit issued on 7/29/22. Precon held on 5/17/23. Water utilities to begin June 2024. (5/14/24)
C0216-22-01	2750 Bristol Street	Commercial Property	Application for New Service submitted on 8/17/21 and waiting for plan check fee. 1st plan check submitted on 8/17/21 and returned on 8/20/21. 2nd plan check submitted on 8/20/21 and returned on 9/7/21. Permit issued on 8/31/22. Precon held on 12/8/22. Work order created to check site and verify if any water-related work has begun on 7/18/23. Precon scheduled for 4/22/24. (5/14/24)
C0234-22-01	1750 Newport Boulevard	Commercial	Application for New Service submitted on 10/22/21. Plan check fee submitted on 11/15/21. 1st plan check submitted on 10/25/21 and returned on 11/18/21. 2nd plan check submitted on 11/29/21 and returned on 11/30/21. Permit issued on 6/23/22. Precon held on 4/18/23. Services hot-tapped and installed, meter upgraded, and old service abandoned on 6/15/23. Backflows tested on 6/19/23. Plan check sent official letter to coordinate the abandonments of two remaining services on 9/27/23. (5/14/24)
C0239-22-01	2263 Rutgers Drive	Single Family Home	Application for New Service and plan check fee submitted on 11/4/21. 1st plan check submitted on 11/4/21 and returned on 11/5/21. 2nd plan check submitted on 12/23/21 and returned to 12/24/21. 3rd plan check submitted on 2/6/22 and returned on 2/8/22. Revised 3rd plan check submitted 3/7/22 and returned on 3/8/22. Permit issued on 5/24/22. Work order created to check site and verify if any water-related work has begun on 7/18/23. Precon held on 10/23/23. Inspector dispatched to re-check utilities on 3/19/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0250-22-01	1008 W. Wilson Street & 2255 Canyon Drive	2 Single Family Homes	Application for New Service submitted on 1/14/22 and plan check fee submitted on 1/12/22. 1st plan check submitted on 1/14/22 and returned on 1/15/22. 2nd plan check submitted on 2/7/22 and returned on 2/10/22. 3rd plan check submitted on 3/15/22 and returned on 3/18/22. 4th plan check submitted on 3/23/22 and returned on 3/26/22. Permit issued on 11/1/22. Work order created to check site and verify if any water-related work has begun on 7/18/23. Precon held on 10/18/23. Refresher precon held on 1/16/24 with new contractor. (5/14/24)
C0270-22-01	2113 Thurin Street	Single Family Home	Application for New Service submitted on 3/18/22 and plan check fee submitted on 4/14/22. 1st plan check submitted on 3/18/22 and returned on 4/25/22. 2nd plan check submitted 10/25/22 and returned on 10/26/22. Permit issued on 12/20/22. Precon held on 5/22/23. Contractor still awaiting final City approval. (5/14/24)
C0274-22-01	120 Albert Place	Apartment Complex	Application for New Service submitted on 4/19/22 and plan check fee submitted on 4/29/22. 1st plan check submitted on 4/19/22 and returned on 4/29/22. 2nd plan check submitted on 5/31/22 and returned on 5/31/22. 3rd plan check submitted on 8/22/22 and returned on 8/22/22. 6th plan check submitted on 10/28/22 and returned on 10/29/22. Permit issued on 12/20/22. Work order created to check site and verify if any water-related work has begun on 7/18/23. Precon held on 4/24/24. Services installed and meter upgraded on 5/1/24. (5/14/24)
C0280-22-01	3303 Hyland Avenue	Tesla Charging Stations	Application for New Service submitted on 6/13/22 and no plan check fee as the infrastructure is for the City of Costa Mesa. 1st plan check submittal on 6/13/22 and returned on 6/14/22. Permit issued on 8/15/22. Precon held on 9/6/22. Trench excavation inspections to supervise Edison utility construction on 10/24/22, 10/25/22, 10/26/22, 10/31/22, 11/1/22, 11/3/22, and again on 11/17/22. Currently waiting for construction to begin on the other side of the street. Work order created to check site and verify if any water-related work has begun on 7/18/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0282-22-01	Fairview Road Medians	OC405 - Medians for City of Costa Mesa	Application for New Service submitted on 6/20/22 and no plan check fee as the infrastructure is for the City of Costa Mesa. 1st plan check submitted on 10/12/22 and returned on 10/16/22. 2nd plan check submitted on 11/3/22 and returned on 11/25/22. 3rd plan check revised 2nd plan check which was submitted on 12/18/22. 4th Plan Check submitted on 12/21/22 and returned on 12/22/22. 5th plan check submitted on 1/30/23 and returned on 2/5/23. Permit issued on 4/10/23. Precon held on 4/17/23. Backflow testing to unlock one of the meters on 5/15/23. (5/14/24)
C0283-22-01	2167 Miner Street	2 Single Family Homes	Application for New Service submitted on 6/21/22 and plan check fee submitted on 6/30/22. 1st plan check submittal on 6/23/22 and returned on 7/18/22. 2nd plan check submittal on 7/18/22 and returned on 7/19/22. 3rd plan check submittal on 1/5/23 and returned on 1/8/23. 4th plan check submittal on 1/10/23 and returned on 1/10/23. 5th plan check submitted on 1/11/23 and returned on 1/11/23. 6th plan check submitted on 4/8/23 and returned on 4/16/23. Permit issued on 5/16/23. (5/14/24)
C0287-22-01	2050 National Avenue	Single Family Home	Application for New Service submitted on 1/10/23 and plan check fee submitted on 7/29/22. 1st plan check submitted on 1/25/23 and returned on 2/5/23. 2nd plan check submittal on 2/9/23 and returned on 2/10/23. Permit issued 3/13/23. Precon held on 4/9/24. (5/14/24)
C0289-23-01	901 Victoria Street	Single Family Home	Application for New Service submitted on 7/17/22 and plan check fee submitted on 7/25/22. 1st plan check submitted on 8/24/22 and returned on 8/28/22. 2nd plan check submitted 8/31/22 and returned on 9/2/22. 3rd plan check submitted on 10/15/22 and returned 10/22/22. 4th plan check submitted on 7/13/23 and returned on 7/18/23. Permit issued on 8/7/2023. Precon held on 4/9/24. (5/14/24)
C0301-23-01	1993 Church Street	Apartment Complex	Application for New Service submitted on 9/9/22 and plan check fee submitted on 9/14/22. 1st plan check submitted on 9/9/22 and returned on 9/18/22. 2nd plan check submitted on 9/29/22 and returned on 10/2/22. 3rd plan check submitted on 10/9/22 and returned on 10/10/22. 4th plan check submitted on 10/21/22 and returned on 10/23/22. Permit issued on 12/20/22. Precon held on 5/17/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0307-23-01	1968 Raymond Avenue	Single Family Home	Application for New Service submitted on 10/12/22 and plan check fee submitted on 10/14/22. 1st plan check submitted on 10/21/22 and returned on 10/23/22. 2nd plan check submitted on 6/26/23. (5/14/24)
C0315-23-01	3098 College Avenue	Single Family Home	Application for New Service submitted on 11/1/22 and plan check fee submitted on 11/3/22. 1st plan check submitted on 11/1/22 and returned on 11/6/22. 2nd plan check submitted 11/28/22 and returned 11/29/22. 3rd plan check submitted 12/7/22 and returned on 12/13/22. 4th plan check submitted on 7/14/23 and returned on 7/18/23. Permit issued on 8/17/23. Precon held on 11/20/23. (5/14/24)
C0324-23-01	382 Costa Mesa Street	Single Family Home	Application for New Service submitted on 11/15/22 and plan check fee submitted 11/11/22. 1st plan check submitted on 11/15/22 and returned on 11/20/22. 2nd plan check submitted on 11/22/22 and returned on 11/23/22. Permit issued on 1/3/23. Precon held on 1/24/23. Work order created to check site and verify if any water-related work has begun on 7/18/23. Meter boxes delivered and approved meter placement on 4/12/24. (5/14/24)
C0325-23-01	482 Costa Mesa Street	Single Family Home	Application for New Service submitted on 11/15/22 and plan check fee submitted on 11/11/22. 1st plan check submitted on 11/22/22 and returned on 11/23/22. 2nd plan check submitted on 11/29/22 and returned on 11/30/22. Permit issued on 1/3/23. Precon held on 5/11/23. (5/14/24)
C0326-23-01	259 E. 21st Street	Accessory Dwelling Unit (ADU)	Application for New Service submitted on 11/18/22 and plan check fee submitted 11/19/22. 1st plan check submitted on 11/14/22 and returned on 11/20/22. 2nd plan check submitted on 11/22/22 and returned on 11/23/22. 3rd plan check submitted on 2/21/23 and returned on 2/21/23. 3rd plan check submitted on 4/1/24 and returned on 4/3/24. (5/14/24)
C0331-23-01	216 E. 18th Street	Single Family Home	Application for New Service submitted on 12/01/22 and plan check fee submitted 1/4/23. 1st plan check submitted on 12/1/22 and returned on 12/13/22. (5/14/24)
C0333-23-01	305 Flower Street	Single Family Home	Application for New Service submitted on 12/15/22 and plan check fee submitted on 12/7/22. 1st plan check submitted on 12/7/22 and returned on 12/18/22. 2nd plan check submitted on 1/14/23 and returned on 1/15/23. 3rd plan check submitted on 1/16/23 and returned on 1/16/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0335-23-01	2050 President Place	Single Family Home	Application for New Service submitted on 12/13/22 and plan check fee received on 1/11/23. 1st plan check submitted on 12/13/22 and returned on 12/18/22. 2nd plan check submitted on 12/21/22 and returned on 1/12/23. 3rd plan check submitted 11/28/23 and returned on 12/2/23. Permit issued on 12/13/2023. (5/14/24)
C0336-23-01	899 Darrell Street	Single Family Home	Application for New Service submitted on 12/19/22 and waiting for plan check fee to be submitted. 1st plan check submitted on 12/16/22 and returned on 12/26/22. 2nd plan check submitted on 1/6/23 and returned on 1/8/23. Permit issued on 2/12/24. (5/14/24)
C0337-23-01	3350 Avenue of the Arts	Commercial	Application for New Service submitted on 1/5/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 12/20/22 and returned on 1/16/23. 2nd plan check submitted on 4/13/23 and returned on 4/16/23. (5/14/24)
C0338-23-01	723 W. Wilson Street	2 ADUs	Application for New Service submitted on 1/8/23 and plan check fee submitted on 1/12/23. 1st plan check submitted on 1/8/23 and returned on 1/15/23. 2nd plan check submitted on 1/16/23 and returned on 1/16/23. Permit issued 3/13/23. Precon held on 9/6/23. (5/14/24)
C0339-23-01	3176 Country Club Drive	Single Family Home	Application for New Service submitted on 1/7/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 1/7/23 and returned on 1/15/23. 2nd plan check submitted on 1/17/23 and returned on 1/22/23. (5/14/24)
C0340-23-01	2570 Fordham Drive	Single Family Home	Application for New Service submitted on 1/9/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 10/20/22 and returned on 1/15/23. 2nd plan check submitted on 11/14/23 and returned on 11/14/23. 3rd plan check submitted on 11/17/23 and returned 11/18/23. Permit issued on 11/27/23. (5/14/24)
C0341-23-01	722 W. 16th Street	Commercial	Application for New Service submitted on 1/10/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 1/10/23 and returned on 1/16/23. 2nd plan check submitted on 1/24/23 and returned on 2/5/23. 3rd plan check submitted on 9/5/23 and returned on 9/5/23. Permit issued on 9/18/23. Precon held on 12/18/23. Services installed 1/26/24. Meter upgraded 1/29/24. Shutdown for abandonment performed on 1/30/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0342-23-01	459 E. 18th Street	Single Family Home	Application for New Service submitted on 1/11/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 1/11/23 and returned on 1/16/23. 2nd plan check submitted on 1/18 and returned on 1/22/23. 3rd plan check submitted on 11/10/23 and returned on 11/10/23. 4th plan check submitted on 11/16/23 and returned on 11/16/23. Permit issued on 1/22/24. (5/14/24)
C0352-23-01	3160 Bermuda Drive	Single Family Home and ADU	Application for New Service submitted on 1/30/23 and plan check fee submitted on 1/26/23. 1st plan check submitted on 1/29/23 and returned on 2/5/23. 2nd plan check submitted on 2/10/23 and returned on 2/11/23. (5/14/24)
C0354-23-01	1016 Concord Street	ADU	Application for New Service submitted on 1/29/23 and waiting for plan check fee. 1st plan check submitted on 1/29/23 and returned on 2/5/23. 2nd plan check submitted on 3/3/23 and returned on 3/5/23. (5/14/24)
C0356-23-01	707 Center Street	ADU	Application for New Service submitted on 10/20/22 and plan check fee paid 1/30/23. 1st plan check submitted on 12/02/22 and returned on 2/5/23. 2nd plan check submitted on 2/10/23 and returned on 2/10/23. (5/14/24)
C0357-23-01	3121 Red Hill Avenue	Commercial	Application for New Service submitted on 2/2/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 2/2/23 and returned on 2/5/23. 2nd plan check submitted on 3/20/23 and returned on 3/26/23. Permit issued on 4/10/23. Precon held on 4/20/23. Refresher precon with new contractor held on 7/18/23. Excavating done 7/28/23. Hot tap done on 7/31/23. Chlorination flush and bac-t test completed on 8/29/23, and again on 8/30/23. Services installed 9/14/23. Irrigation meter upgraded on 9/15/23. Remaining backflow placement checked on 3/19/24. (5/14/24)
C0358-23-01	571 Park Drive	ADU	Application for New Service and plan check fee were submitted on 2/1/23. 1st plan check submitted on 2/23/23 and returned 2/25/23. 2nd plan check submitted on 3/9/23 and returned on 3/11/23. (5/14/24)
C0359-23-01	307 Colleen Place	Single Family Home with ADU	Application for New Service submitted on 2/3/23 and plan check fee submitted 2/6/23. 1st plan check submitted on 2/6/23 and returned on 2/8/23. 2nd plan check submitted on 3/7/23 and returned on 3/11/23. 3rd plan check submitted on 9/21/23 and returned on 9/24/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0361-23-01	341 Westbrook Place	Single Family Home	Application for New Service submitted on 2/10/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 2/10/23 and returned on 2/11/23. 2nd plan check submitted on 2/12/23 and returned on 2/13/23. Permit issued on 4/14/23. Precon held on 10/4/23. (5/14/24)
C0362-23-01	337 E. 20th Street	Single Family Home	Application for New Service submitted on 2/10/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 2/10/23 and returned on 2/11/23. 2nd plan check submitted on 2/12/23 and returned on 2/13/23. 3rd plan check submitted on 2/17/23 and returned on 2/18/23. Permit issued on 6/5/23. (5/14/24)
C0363-23-01	174 E. 19th Street	Single Family Home	Waiting for Application for New Service and plan check fee submitted on 2/17/23. 1st plan check submitted on 2/20/23 and returned on 2/20/23. 2nd plan check submitted on 2/20/23 and returned on 2/20/23. (5/14/24)
C0364-23-01	2356 Cornell Drive	Single Family Home, ADU and Junior Accessory Dwelling Unit (JADU)	Waiting for both Application for New Service and plan check fee to be submitted. Waiting for 1st plan check to be submitted. (5/14/24)
C0366-23-01	2339 Colgate Drive	Single Family Home with Studio	Application for New Service submitted on 2/24/23 and waiting for plan check fee to be submitted. 1st plan check submitted 2/24/23 and returned on 2/25/23. 2nd plan check submitted on 3/2/23 and returned on 3/5/23. Permit issued on 5/16/23. (5/14/24)
C0367-23-01	1828 Samar Drive	Single Family Home	Application for New Service submitted on 3/30/23 and plan check fee submitted on 2/28/23. 1st plan check submitted on 3/30/23 and returned on 4/2/23. 2nd plan check submitted on 5/3/23 and returned on 5/4/23. Permit issued on 7/17/23. (5/14/24)
C0368-23-01	840 Saint Clair Street	JADU	Application for New Service and plan check fee submitted on 3/14/23. 1st plan check submitted on 3/14/23 and returned on 3/19/23. 2nd plan check submitted on 6/26/23 and returned on 6/27/23. Permit issued on 8/31/23. (5/14/24)
C0370-23-01	891 Presidio Drive	ADU	Application for New Service and plan check fee submitted on 3/14/23. 1st plan check submitted on 3/14/23 and returned on 3/26/23. 2nd plan check submitted on 3/29/23 and returned on 4/1/23. (5/14/24)



## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0372-23-01	3565 Cadillac Avenue	Commercial	Application for New Service submitted on 3/17/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 3/17/23 and returned on 3/26/23. 2nd plan check submitted on 3/30/23 and returned on 4/2/23. (5/14/24)
C0373-23-01	549 Bernard Street	4 Single Family Homes	Application for New Service submitted on 3/20/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 3/20/23 and returned on 3/26/23. 2nd plan check submitted on 4/12/23 and returned on 4/16/23. 3rd plan check submitted on 9/7/23 and returned on 9/10/23. 4th plan check submitted on 10/6/23 and returned on 10/6/23. (5/14/24)
C0374-23-01	2323 Placentia Avenue	Estancia High School - New Auditorium	Application for New Service submitted on 3/25/23 and plan check fee submitted on 3/22/23. 1st plan check submitted on 3/25/23 and returned on 3/26/23. 2nd plan check submitted on 3/29/23 and returned on 4/2/23. Permit issued on 6/5/23. (5/14/24)
C0375-23-01	965 Junipero Drive	Single Family Home	Application for New Service submitted on 3/22/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 3/22/23 and returned on 3/26/23. 2nd plan check submitted on 3/30/23 and returned on 4/1/23. Permit issued on 8/31/23. (5/14/24)
C0376-23-01	1737 Centella Place	Single Family Home	Application for New Service submitted on 3/30/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 3/30/23 and returned on 4/2/23. Permit issued on 6/14/23. (5/14/24)
C0377-23-01	3129 Country Club Drive	Senior Living Complex	Waiting for Application for New Service and plan check fee to be submitted. 1st plan check submitted on 3/24/23 and returned on 4/8/23. 2nd plan check submitted on 4/21/23 and returned on 5/2/23. (5/14/24)
C0381-23-01	844 Cortez Street	Single Family Home	Application for New Service submitted on 4/19/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 4/19/23 and returned on 5/4/23. 2nd plan check submitted on 5/16/23 and returned on 5/16/23. Permit issued on 10/30/23. Precon held on 11/13/23. (5/14/24)
C0384-23-01	467 Magnolia Street	Single Family Home	Application for New Service submitted on 4/21/23 and plan check fee submitted via wire on 5/8/23. 1st plan check submitted on 4/26/23 and returned on 5/5/23. 2nd plan check submitted on 6/4/23 and returned on 6/12/23. 3rd plan check submitted on 9/27/23 and returned on 10/8/23. Permit issued on 11/9/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0386-23-01	1020 Grove Place	Single Family Home	Application for New Service submitted on 4/26/23 and plan check fee submitted on 4/26/23. 1st plan check submitted on 4/25/23 and returned on 5/7/23. (5/14/24)
C0387-23-01	471 Magnolia Street	Single Family Home	Application for New Service submitted on 4/26/23 and plan check fee submitted on 5/2/23. 1st plan check submitted on 4/26/23 and returned on 5/7/23. 3rd plan check submitted on 12/1/23 and returned on 12/3/23. Permit issued on 12/27/23. (5/14/24)
C0388-23-01	1978 Meyer Place and 1979 Anaheim Avenue	8 Townhouses	Application for New Service submitted on 4/26/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 4/26/23 and returned on 5/5/23. 2nd plan check submitted on 6/18/23 and returned on 6/20/23. 3rd plan check submitted on 10/26/23 and returned on 11/2/23. Permit issued on 12/27/23. Precon held on 1/10/24. (5/14/24)
C0389-23-01	3144 Coolidge Avenue	Single Family Home	Application for New Service submitted on 4/28/23 and plan check fee submitted on 5/10/23. 1st plan check submitted on 4/28/23 and rejected. Revised 1st plan check submitted on 5/8/23 and returned on 5/9/23. 2nd plan check submitted on 5/18/23 and returned on 5/18/23. (5/14/24)
C0392-23-01	209 Flower Street	ADU	Application for New Service and plan check fee submitted on 5/11/23. 1st plan check submitted on 4/24/23 and returned on 5/18/23. 2nd plan check submitted on 5/31/23 and returned on 6/4/23. Permit submitted on 6/29/23. Precon held on 8/10/23. (5/14/24)
C0394-23-01	3080 Airway Avenue	Commercial	Application for New Service submitted on 5/3/23 and plan check fee submitted 5/12/23. 1st plan check submitted on 5/3/23 and returned on 6/3/23. 2nd plan check submitted on 6/21/23 and returned on 7/2/23. 3rd plan check submitted on 8/22/23 and returned on 8/27/23. 4th plan check submitted on 9/8/23 and returned on 9/10/23. 5th plan check submitted on 9/26/23 and returned on 10/8/23. Permit issued on 11/9/23. (5/14/24)
C0396-23-01	158 Buoy Street	Single Family Home	Application for New Service submitted on 6/1/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 6/2/23 and returned on 6/4. 2nd plan check submitted on 6/7/23. Permit issued on 8/17/23. (5/14/24)
C0397-23-01	433 16th Place	Single Family Home	Application for New Service and plan check submitted on 6/7/23. 1st plan check submitted on 6/27/23 and returned on 7/2/23. 2nd plan check submitted 8/25/23 and returned on 8/27/23. Permit issued on 12/13/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0399-23-01	1115 Valley Circle	ADU	Application for New Service submitted on 6/12/23 and plan check fee submitted on 6/13/23. 1st plan check submitted on 6/5/23 and returned on 6/22/23. 2nd plan check submitted on 6/26/23 and returned on 6/27/23. Permit issued on 8/7/23. Precon held on 8/14/23. (5/14/24)
C0400-23-01	3258 Oregon Avenue	Single Family Home	Application for New Service submitted on 6/20/23 and plan check fee submitted on 6/12/23. 1st plan check submitted on 6/19/23 and returned on 6/22/23. 2nd plan check submitted on 8/15/23 and returned on 8/20/23. (5/14/24)
C0401-23-01	362 Hamilton Street	ADU	Application for New Service submitted on 6/20/23 and plan check fee submitted on 6/27/23. 1st plan check submitted on 6/19/23 and returned on 6/22/23. 2nd plan check submitted on 7/5/23 and returned on 7/6/23. (5/14/24)
C0402-23-01	362 Rochester Street	ADU	Application for New Service submitted on 6/20/23 and plan check fee submitted on 6/20/23. 1st plan check submitted on 6/18/23 and returned on 6/22/23. 2nd plan check submitted on 6/26/23 and returned on 6/27/23. (5/14/24)
C0403-23-01	2929 Harbor Boulevard	Commercial	Application for New Service submitted on 6/20/23 and plan check fee submitted on 6/27/23. 1st plan check submitted on 6/20/23 and returned on 7/23/23. 1st plan check revised and submitted on 10/8/23. 2nd plan check provided on 11/17/23 and returned on 11/18/23. 3rd plan check provided on 3/20/24 and returned on 3/22/24. Permit issued on 4/9/24. (5/14/24)
C0404-23-01	2784 Bluebird Drive	Single Family Home	Application for New Service submitted on 6/21/23 and plan check fee submitted on 6/21/23. 1st plan check submitted on 6/20/23 and returned on 6/22/23. 2nd plan check submitted on 6/23/23 and returned on 6/23/23. Permit issued on 8/7/23. (5/14/24)
C0407-23-01	167 Cabrillo Street	Commercial	Application for New Service submitted on 6/27/23 and plan check fee submitted on 6/27/23. 1st plan check submitted on 6/27/23 and returned on 7/2/23. 2nd plan check submitted on 10/30/23 and returned on 11/2/23. 3rd plan check submitted on 11/28/23 and returned on 12/2/23. Permit issued on 12/13/23. Precon held on 4/4/24. Service installed and meter upgraded and locked off on 4/8/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0410-24-01	1165 Boise Way	ADU and JADU	Application for New Service submitted on 7/3/2023 and the plan check fee was submitted on 7/20/23. 1st plan check submitted on 7/3/23 and returned on 7/9/23. 2nd plan check submitted on 8/4/23 and returned on 8/6/23. (5/14/24)
C0413-24-01	865 Senate Street	Single Family Home	Waiting for Application for New Service and the plan check fee was submitted on 7/6/23. Waiting for the 1st plan check to be submitted. (5/14/24)
C0415-24-01	3084 College Avenue	Single Family Home	Application for New Service submitted on 7/11/23 and the plan check fee was submitted on 7/6/23. 1st plan check submitted on 7/22/23 and returned on 7/26/23. (5/14/24)
C0417-24-01	932 Capital Street	Single Family Home	Application for New Service submitted on 7/25/23 and the plan check fee was submitted on 7/25/23. 1st plan check submitted on 7/25/23 and returned on 7/29/23. 2nd plan check submitted on 7/31/23 and returned on 8/6/23. 3rd plan check submitted on 10/25/23 and returned on 11/2/23. (5/14/24)
C0418-24-01	284 Knox Street	Single Family Home	Application for New Service submitted on 7/26/23 and waiting for the plan check fee to be submitted. 1st plan check submitted on 7/26/23 and returned on 7/30/23. 2nd plan check submitted on 8/9/23 and returned on 8/13/23. Permit issued on 12/4/23. Precon held on 12/11/23. (5/14/24)
C0419-24-01	2235 Miner Street	Single Family Home	Application for New Service submitted on 7/28/23 and the plan check fee was submitted on 7/28/23. 1st plan check submitted on 7/28/23 and returned on 7/30/23. 2nd plan check submitted on 8/7/23 and returned on 8/7/23. 3rd plan check submitted on 8/23/23 and returned on 8/27/23. (5/14/24)
C0420-24-01	221 Broadway	ADU	Application for New Service submitted on 8/2/23 and waiting for the plan check fee submittal. 1st plan check submitted on 8/3/23 and returned on 8/6/23. 2nd plan check submitted on 8/9/23 and returned on 8/13/23. 3rd plan check submitted on 2/1/24 and returned on 2/5/24. Permit issued on 2/28/24. Precon scheduled for 3/20/24. (5/14/24)
C0421-24-01	1620 Sunflower Avenue	Commercial	Application for New Service submitted on 7/12/23 and the plan check fee was submitted on 8/3/23. 1st plan check submitted on 8/1/23 and returned on 8/6/23. 2nd plan check submitted on 8/16/23 and returned on 8/20/23. 3rd plan check submitted on 9/5/23 and returned on 9/5/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0422-24-01	522 Traverse Drive	ADU	Application for New Service submitted on 7/31/23 and the plan check fee was submitted on 8/3/23. 1st plan check submitted on 8/1/23 and returned on 8/6/23. 2nd plan check submitted on 8/16/23 and returned on 8/20/23. 3rd plan check submitted on 9/18/23 and returned on 9/24/23. (5/14/24)
C0423-24-01	2232 Meyer Place	Single Family Home	Application for New Service submitted on 7/25/23 and the plan check fee was submitted on 8/7/23. 1st plan check submitted on 8/7/23 and returned on 8/20/23. Revised 1st plan check and submitted on 9/17/23. (5/14/24)
C0425-24-01	2049 Monrovia Avenue	Single Family Home	Application for New Service and the plan check fee was submitted on 8/15/23. Waiting for 1st plan check submittal. (5/14/24)
C0426-24-01	1030 Secretariat Circle	ADU	Application for New Service and the plan check fee was submitted on 8/22/23. 1st plan check submitted on 8/18/23 and returned on 8/27/23. 2nd plan check submitted on 8/29/23 and returned on 11/2/23. 3rd plan check submitted on 11/15/23 and returned on 11/16/23. Permit issued on 12/4/23. (5/14/24)
C0427-24-01	526 Sturgeon Circle	Single Family Home	Application for New Service submitted on 8/25/23 and the plan check fee submitted on 8/29/23. 1st plan check submitted on 8/23/23 and returned on 9/4/23. 2nd plan check submitted on 10/3/23 and returned on 10/8/23. 3rd plan check submitted on 10/23/23 and returned on 10/23/23. Permit issued on 11/15/23. Precon held on 3/12/24. (5/14/24)
C0428-24-01	270 E. 15th Street	ADU	Application for New Service submitted on 8/23/23 and the plan check fee was submitted on 8/23/23. 1st plan check submitted on 8/23/23 and returned on 8/27/23. 2nd plan check submitted on 8/31/23 and returned on 9/4/23. 3rd plan check submitted on 9/25/23 and returned on 10/8/23. Permit issued on 10/19/23. (5/14/24)
C0429-24-01	734 Center Street	Single Family Home	Application for New Service submitted on 8/31/23 and the plan check fee was submitted on 9/1/23. 1st plan check submitted on 8/25/23 and returned on 9/4/23. 2nd plan check submitted on 11/2/23 and returned on 11/2/23. (5/14/24)
C0430-24-01	854 Oak Street	ADU	Application for New Service submitted on 9/6/23 and the plan check fee was submitted on 9/6/23. 1st plan check submitted on 9/6/23 and returned on 9/17/23. 2nd plan check submitted on 9/21/23 and returned on 9/24/23. 3rd plan check submitted on 9/25/23 and returned on 10/8/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0431-24-01	277 Costa Mesa Street	ADU	Application for New Service submitted on 9/12/23 and the plan check fee was submitted on 8/22/23. 1st plan check submitted on 9/12/23 and returned on 9/24/23. 2nd plan check submitted on 9/29/23 and returned on 10/8/23. 3rd plan check submitted on 10/10/23 and returned on 10/22/23. Permit issued on 11/9/23. Precon held on 5/7/24. (5/14/24)
C0433-24-01	2518 Carnegie Avenue	ADU	Application for New Service submitted on 9/14/23 and plan check fee submitted on 9/13/23. 1st plan check submitted on 9/14/23 and returned on 9/24/23. 2nd plan check submitted on 9/26/23 and returned on 10/8/23. 3rd plan check submitted on 10/17/23 and returned on 10/22/23. Permit issued on 11/9/23. (5/14/24)
C0434-24-01	234 Palmer Street	ADU	Application for New Service submitted on 10/9/23 and the plan check fee submitted on 10/9/23. 1st plan check submitted on 9/14/23 and returned on 10/22/23. (5/14/24)
C0435-24-01	333 1/2 Avocado Street	ADU	Application for New Service submitted on 2/16/23. Waiting for the plan check fee to be submitted. 1st plan check submitted on 9/15/23 and returned on 9/24/23. 2nd plan check submitted on 10/5/23 and returned on 10/8/23. 3rd plan check submitted on 2/7/24 and returned on 2/10/24. Permit issued on 2/29/24. Precon held on 5/2/24. (5/14/24)
C0436-24-01	354 La Perle Lane	ADU	Application for New Service submitted on 9/20/23 and the plan check fee was submitted on 9/22/23. 1st plan check submitted on 9/22/23 and returned on 9/24/23. 2nd plan check submitted on 10/6/23 and returned on 10/8/23. (5/14/24)
C0438-24-01	2900 Redwood Avenue	ADU	Application for New Service submitted on 9/28/23 and plan check fee submitted on 9/27/23. 1st plan check submitted on 9/24/23 and returned on 10/8/23. 2nd plan check submitted on 10/9/23 and returned on 10/22/23. (5/14/24)
C0439-24-01	2074 President Place	ADU	Application for New Service and plan check fee submitted on 9/28/23. 1st plan check submitted on 12/8/23 and returned on 12/17/23. 2nd plan check submitted on 1/30/24 and returned on 2/9/24. (5/14/24)
C0440-24-01	480 Broadway	ADU	Application for New Service submitted on 9/28/23 and plan check fee submitted on 9/27/23. 1st plan check submitted on 9/28/23 and returned on 10/8/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0441-24-01	2808 Nevis Circle	Single Family Home	Application for New Service submitted on 10/6/23 and waiting for the plan check fee to be submitted. 1st plan check submitted on 10/6/23 and returned on 10/8/23. 2nd plan check submitted on 10/12/23 and returned on 10/22/23. 3rd plan check submitted on 10/25/23 and returned on 11/2/23. Permit issued on 2/12/24. (5/14/24)
C0442-24-01	2041 Tustin Avenue	ADU	Application for New Service and plan check fee submitted on 10/12/23. 1st plan check submitted on 10/18/23 and returned on 10/22/23. 2nd plan check submitted on 11/2/23 and returned on 11/3/23. 3rd plan check submitted on 11/8/23 and returned on 11/9/23. (5/14/24)
C0444-24-01	1687 Orange Avenue	Commercial	Application for New Service submitted on 10/22/23 and plan check fee submitted on 10/11/23. 1st plan check submitted on 10/22/23 and returned on 10/23/23. 2nd plan check submitted on 11/7/23 and returned on 11/9/23. 3rd plan check submitted on 1/16/24 and returned on 1/28/24. 4th plan check submitted on 3/7/24 and returned on 3/10/24. (5/14/24)
C0445-24-01	331 Costa Mesa Street	Single Family Home with ADU	Application for New Service and plan check fee submitted on 11/2/23. 1st plan check submitted on 10/24/23 and returned on 11/3/23. 2nd plan check submitted on 11/13/23 and returned on 11/16/23. 3rd plan check submitted on 11/16/23 and returned on 11/16/23. Permit issued on 11/27/23. (5/14/24)
C0446-24-01	120 Virginia Place	Commercial	Application for New Service submitted on 10/17/23 and plan check fee submitted on 9/21/23. Waiting for 1st plan check to be submitted. (5/14/24)
C0447-24-01	486 Shady Drive	Single Family Home	Application for New Service submitted on 7/25/23 and plan check fee submitted on 8/29/23. Waiting for 1st plan check to be submitted. (5/14/24)
C0448-24-01	2378 Rutgers Drive	Single Family Home	Application for New Service submitted on 10/26/23 and waiting for plan check fee to be submitted. 1st plan check submitted on 10/26/23 and returned on 11/3/23. 2nd plan check submitted on 11/14/23 and returned on 11/16/23. (5/14/24)
C0449-24-01	980 Governor Street	Single Family Home	Application for New Service and plan check fee submitted on 10/27/23. 1st plan check submitted on 10/27/23 and returned on 11/3/23. 2nd plan check submitted on 11/9/23 and returned on 11/9/23. 3rd plan check submitted on 11/16/23 and returned on 11/16/23. 4th plan check submitted on 11/16/23 and returned on 11/16/23. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0450-24-01	631-639 Victoria Street	5 Single Family Homes	Application for New Service and plan check fee submitted on 10/30/23. 1st plan check submitted on 11/6/23 and returned on 11/18/23. 2nd plan check submitted on 11/28/23 and returned on 12/2/23. 3rd plan check submitted on 12/15/23 and returned on 12/18/23. (5/14/24)
C0451-24-01	233 22nd Street	ADU	Application for New Service submitted on 10/31/23 and plan check fee submitted on 10/30/23. Waiting for 1st plan check to be submitted. (5/14/24)
C0452-24-01	2233 Orange Avenue	ADU	Application for New Service and plan check fee submitted on 11/2/23. 1st plan check submitted on 11/28/23 and returned on 12/2/23. 2nd plan check submitted on 2/14/23 and returned on 2/18/24. 3rd plan check submitted on 2/21/24 and returned on 2/24/24. Permit issued on 3/25/24. Precon held on 4/9/24. Meter box delivered on 4/10/24. (5/14/24)
C0453-24-01	2220 Orange Avenue	2 ADUs	Application for New Service and plan check fee submitted on 11/2/23. 1st plan check submitted on 1/22/24 and returned on 1/28/24. 2nd plan check submitted on 1/29/24 and returned on 1/29/24. (5/14/24)
C0454-24-01	228 Costa Mesa Street	Single Family Home	Application for New Service submitted on 11/10/23 and plan check fee submitted on 11/15/23. 1st plan check submitted on 11/10/23 and returned on 11/15/23. 2nd plan check submitted on 11/20/23 and returned on 11/20/23. 3rd plan check submitted on 12/7/23 and returned on 12/7/23. (5/14/24)
C0455-24-01	2036 Pomona Avenue	ADU	Application for New Service submitted on 6/21/23 and plan check fee submitted on 6/20/23. 1st plan check submitted on 9/27/23 and returned on 11/16/23. 2nd plan check submitted on 11/28/23 and returned on 12/2/23. 3rd plan check submitted on 12/5/23 and returned on 12/7/23. Permit issued on 1/22/24. (5/14/24)
C0456-24-01	738 Center Street	ADU	Application for New Service submitted on 11/28/23 and plan check fee submitted 12/6/23. 1st plan check submitted on 11/16/23 and returned on 01/01/24. (5/14/24)
C0457-24-01	1822 Pomona Avenue	ADU	Application for New Service submitted and plan check fee submitted on 11/9/23. 1st plan check submitted on 11/27/23 and returned on 11/27/23. 2nd plan check submitted on 12/14/23 and returned on 12/18/23. Permit issued on 1/22/24. (5/14/24)



## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0458-24-01	2732 Lorenzo Avenue	Single Family Home with ADU	Application for New Service submitted on 11/28/23 and plan check fee submitted on 11/29/23. 1st plan check submitted on 11/26/23 and returned on 11/26/23. 2nd plan check /submitted on 12/5/23 and returned on 12/7/23. Permit issued on 2/12/24. (5/14/24)
C0459-24-01	268 E. 19th Street	Single Family Home	Application for New Service submitted on 11/28/23 and plan check fee submitted on 11/29/23. 1st plan check submitted on 12/1/23 and returned on 12/2/23. 2nd plan check submitted on 12/13/23 and returned on 12/18/23. 3rd plan check submitted on 12/21/23 and returned on 12/22/23. 4th plan check submitted on 2/8/24 and returned on 2/10/24. Permit issued on 2/29/24. (5/14/24)
C0460-24-01	3125 Yellowstone Drive	Single Family Home	Application for New Service submitted on 10/15/23 and plan check fee submitted on 12/12/23. 1st plan check submitted on 11/10/23 and returned on 12/2/23. 2nd plan check submitted on 12/18/23 and returned on 12/19/23. 3rd plan check submitted on 1/2/24 and returned on 1/15/24. Permit issued on 5/7/24. Precon held on 5/13/24. (5/14/24)
C0461-24-01	270 Albert Place	Single Family Home	Application for New Service submitted on 12/1/23 and plan check fee submitted on 12/4/23. 1st plan check submitted on 11/10/23 and returned on 12/18/23. 2nd plan check submitted on 1/30/24 and returned on 1/31/24. (5/14/24)
C0462-24-01	2822 Ellesmere Avenue	ADU	Application for New Service submitted on 10/15/23 and plan check fee submitted on 12/12/23. 1st plan check submitted on 12/11/23 and returned on 12/18/23. 2nd plan check submitted on 2/7/24 and returned on 2/10/24. 3rd plan check submitted on 2/14/24 and returned on 2/18/24. (5/14/24)
C0463-24-01	1992 Orange Avenue	ADU	Application for New Service and plan check fee submitted on 12/20/23. Waiting for 1st plan check to be submitted. (5/14/24)
C0464-24-01	234 Cabrillo Street	Single Family Home	Application for New Service submitted on 12/20/23 and plan check fee submitted on 12/19/23. 1st plan check submitted on 11/30/23 and returned on 12/26/23. 2nd plan check submitted on 1/19/24 and returned on 1/28/24. Permit issued on 2/12/24. (5/14/24)
C0465-24-01	1882 Tahiti Drive	Single Family Home	Application for New Service and plan check fee submitted on 12/21/23. 1st plan check submitted on 2/2/24 and returned on 2/5/24. 2nd plan check submitted on 2/7/24 and returned on 2/9/24. 3rd plan check submitted on 2/15/24 and and returned on 2/18/24. Permit issued on 2/29/24. Precon held on 3/13/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0466-24-01	2730 Cibola Avenue	Single Family Home	Application for New Service submitted on 12/8/23 and plan check fee submitted on 12/15/23. 1st plan check submitted on 1/18/24 and returned on 1/28/24. 2nd plan check submitted on 2/2/24 and returned on 2/10/24. 3rd plan check submitted on 3/5/24 and returned on 3/10/24. (5/14/24)
C0467-24-01	2158 Charle Drive	2 ADUs	Application for New Service submitted on 9/9/23 and plan check fee submitted on 1/2/24. 1st plan check submitted on 11/29/23 and returned on 1/16/24. 2nd plan check submitted on 2/9/24 and returned on 2/10/24. (5/14/24)
C0468-24-01	1670 Newport Boulevard	Commercial	Application for New Service submitted on 12/21/23 and plan check fee submitted on 2/28/24. 1st plan check submitted on 1/6/24 and returned on 3/10/24. 2nd plan check submitted on 4/3/24 and returned on 4/6/24. (5/14/24)
C0469-24-01	185 Rochester Street	2 Single Family Homes	Application for New Service submitted on 1/18/24 and plan check fee submitted on 1/17/24. 1st plan check submitted on 1/18/24 and returned on 1/28/24. 2nd plan check submitted on 1/30/24 and returned on 1/30/24. 3rd plan check submitted on 2/22/24 and returned on 2/24/24. (5/14/24)
C0470-24-01	242 Palmer Street	Single Family Home	Application for New Service and plan check fee submitted on 1/17/24. 1st plan check submitted on 1/17/24 and returned on 1/28/24. 2nd plan check submitted on 2/15/24 and returned on 2/18/24. 3rd plan check submitted on 3/5/24 and returned on 3/10/24. Permit issued on 3/25/24. (5/14/24)
C0471-24-01	881 Capital Street	Single Family Home	Application for New Service submitted on 1/12/24 and plan check fee submitted on 1/17/24. 1st plan check submitted on 2/10/24 and returned on 2/11/24. (5/14/24)
C0472-24-01	3074 Molokai Place	Single Family Home	Application for New Service and plan check fee submitted on 1/17/24. 1st plan check submitted on 1/21/24 and returned on 1/28/24. 2nd Plan Check submitted on 1/31/24 and returned on 1/31/24. 3rd Plan check submitted on 2/6/24 and returned on 2/9/24. Permit issued on 2/29/24. (5/14/24)
C0475-24-01	375 22nd Street	ADU	Application for New Service submitted on 1/18/24 and plan check fee submitted on 1/19/24. 1st plan check submitted on 1/26/24 and returned on 1/28/24. 2nd Plan Check submitted on 2/5/24 and returned on 2/9/24. 3rd Plan Check submitted on 2/23/24 and returned on 2/24/24. Permit issued on 4/9/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0476-24-01	474 Cabrillo Street	ADU	Application for New Service submitted on 1/26/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 1/26/24 and returned on 1/28/24. 2nd plan check submitted on 1/31/24 and returned on 2/4/24. 3rd plan check submitted on 2/9/24 and returned on 2/10/24. (5/14/24)
C0477-24-01	244 22nd Street	Single Family Home with ADU	Application for New Service and plan check fee submitted on 2/2/24. 1st plan check submitted on 2/6/24 and returned on 2/9/24. 2nd plan check submitted on 2/13/24 and returned on 2/18/24. 3rd plan check submitted on 2/20/24 and returned on 2/24/24. (5/14/24)
C0478-24-01	88 Fair Drive	Commercial	Waiting for Application for New Service to be submitted and plan check fee submitted on 2/2/24. 1st plan check submitted on 2/2/24 and returned on 2/10/24. 2nd plan check submitted on 2/21/24 and returned on 2/24/24. (5/14/24)
C0479-24-01	1919 Federal Avenue	Single Family Home	Application for New Service submitted on 2/28/24 and waiting for plan check fee to be submitted. 1st plan check to be submitted on 2/28/24 and returned on 3/3/24. (5/14/24)
C0480-24-01	526 Pierpont Drive	Single Family Home with ADU	Application for New Service and plan check fee submitted on 2/6/24. 1st plan check submitted on 2/14/24 and returned on 2/18/24. 2nd plan check submitted on 2/26/24 and returned on 3/3/24. 3rd plan check submitted on 3/7/24 and returned on 3/10/24. Permit issued on 3/27/24. (5/14/24)
C0481-24-01	806 Towne Street	Single Family Home with ADU	Application for New Service and plan check fee submitted on 2/6/24. 1st plan check submitted on 4/5/24 and returned on 4/7/24. 2nd plan check submitted on 4/11/24 and returned on 4/12/24. 3rd plan check submitted 4/12/24 and returned 4/14/24. Permit issued on 4/25/24. (5/14/24)
C0482-24-01	178 Virginia Place	ADU	Application for New Service submitted on 1/11/24 and plan check fee submitted on 2/9/24. 1st plan check on 1/30/24 and returned on 2/18/24. (5/14/24)
C0483-24-01	1883 Maui Circle	Single Family Home with ADU	Application for New Service submitted on 2/2/24 and plan check fee submitted on 2/13/24. 1st plan check submitted on 2/16/24 and returned on 2/18/24. 2nd plan check submitted on 2/21/24 and returned on 2/24/24. Permit issued 3/25/24. (5/14/24)
C0484-24-01	378 E. 18th Street	2 Single Family Homes with 2 ADUs	Application for New Service submitted on 2/12/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 2/13/24 and returned on 3/3/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0485-24-01	118 Magnolia Street	ADU	Application for New Service submitted on 1/29/24 and plan check fee submitted on 2/19/24. 1st plan check submitted on 3/11/24 and returned on 3/20/24. (5/14/24)
C0486-24-01	2384 Fordham Drive	Single Family Home	Application for New Service submitted on 2/17/24 and plan check fee submitted on 2/16/24. 1st plan check submitted on 2/20/24 and returned on 2/24/24. 2nd plan check submitted on 3/1/24 and returned on 3/3/24. 3rd plan check submitted on 4/1/24 and returned on 4/3/24. 4th plan check submitted on 4/4/24 and returned on 4/7/24. Permit issued on 4/23/24. (5/14/24)
C0487-24-01	1184 Dorset Lane	ADU	Application for New Service submitted on 3/2/24 and plan check fee submitted on 2/28/24. 1st plan check submitted on 2/28/24 and returned on 3/3/24. 2nd plan check submitted on 3/5/24 and returned on 3/10/24. 3rd plan check submitted on 3/13/24 and returned on 3/20/24. Permit issued on 4/1/24. (5/14/24)
C0488-24-01	3189 Country Club Drive	Single Family Home	Application for New Service submitted on 3/2/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 2/29/24 and returned on 3/3/24. 2nd plan check submitted on 3/4/24 and returned on 3/10/24. Permit issued on 3/27/24. (5/14/24)
C0489-24-01	770 W. 19th Street	Single Family Home	Application for New Service submitted on 3/4/24 and plan check submitted on 3/7/24. 1st plan check submitted on 3/4/24 and returned on 3/10/24. 2nd plan check submitted on 4/15/24 and returned on 4/16/24. (5/14/24)
C0490-24-01	260 Nassau Road	Single Family Home	Application for New Service and payment voucher submitted on 3/5/24. 1st plan check submitted on 3/6/24 and returned on 3/10/24. 2nd plan check submitted on 3/12/24 and returned on 3/13/24. 3rd plan check submitted on 3/14/24 and returned on 3/20/24. Permit issued on 4/3/24. (5/14/24)
C0491-24-01	418 E. 16th Street	Single Family Home	Application for New Service and plan check fee submitted on 3/8/24. 1st plan check submitted on 3/18/24 and returned on 3/20/24. 2nd plan check submitted on 4/30/24 and returned on 4/30/24. (5/14/24)
C0492-24-01	769-791 Newton Way	Commercial	Application for New Service and plan check fee submitted on 3/13/24. 1st plan check submitted on 3/25/24 and returned on 4/1/24. Permit issued on 4/17/24. Precon held on 4/30/24. Shutdown for abandonment performed on 5/7/24. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0493-24-01	278 Broadway	2 Single Family Homes	Application for New Service and plan check fee submitted on 3/12/24. 1st plan check submitted on 3/20/24 and returned on 3/20/24. 2nd plan check submitted on 3/21/24 and returned on 3/22/24. (5/14/24)
C0494-24-01	2765 Mendoza Drive	Single Family Home	Application for New Service and plan check fee submitted on 3/15/24. 1st plan check submitted on 4/25/24 and returned on 4/29/24. 2nd plan check submitted on 5/3/24 and returned on 5/6/24. (5/14/24)
C0495-24-01	2155 Raleigh Avenue	ADU	Application for New Service and plan check fee submitted on 3/18/24. 1st plan check submitted on 3/19/24 and returned on 3/20/24. 2nd plan check submitted on 3/25/24 and returned on 3/25/24. 3rd plan check submitted on 4/10/24 and returned on 4/10/24. Permit issued on 4/23/24. (5/14/24)
C0496-24-01	604 W. Bay Street	JADU and ADU	Application for New Service submitted on 3/11/24 and plan check fee submitted on 3/18/24. 1st plan check submitted on 4/10/24 and returned on 4/11/24. 2nd plan check submitted on 4/11/24 and returned on 4/12/24. 3rd plan check submitted on 5/5/24 and returned on 5/6/24. (5/14/24)
C0497-24-01	212 E. 19th Street	Single Family Home, Garage and ADU	Application for New Service submitted on 3/11/24 and plan check fee submitted on 3/18/24. 1st plan check submitted on 4/10/24 and returned on 4/12/24. 2nd plan check submitted on 4/17/24 and returned on 4/29/24. (5/14/24)
C0498-24-01	934 Darrell Street	Single Family Home	Application for New Service and plan check fee submitted on 3/21/24. Waiting for 1st plan check to be submitted. (5/14/24)
C0499-24-01	729 Center Street	2 ADUs	Application for New Service submitted on 3/21/24 and plan check fee submitted on 3/19/24. 1st plan check submitted on 3/21/24 and returned on 3/22/24. 2nd plan check submitted on 4/15/24 and returned on 4/16/24. (5/14/24)
C0500-24-01	2807 Loreto Avenue	Single Family Home	Application for New Service submitted on 3/24/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 9/3/2022 and returned on 4/1/24. 2nd plan check submitted on 4/14/24 and returned on 4/14/24. (5/14/24)
C0501-24-01	362 E. 22nd Street	Pipeline Relocation	Waiting for Application for New Service and plan check fee to be submitted. Waiting for 1st plan check to be submitted. (5/14/24)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0502-24-01	1901 Tustin Avenue	ADU	Application for New Service and plan check fee submitted on 3/25/24. 1st plan check submitted on 3/25/24 and returned on 4/1/24. 2nd plan check submitted on 4/5/24 and returned on 4/7/24. Permit issued on 4/23/24. Precon held on 5/8/24. (5/14/24)
C0503-24-01	316 & 318 22nd Street	2 Single Family Homes	Application for New Service submitted on 3/26/24 and plan check fee submitted on 3/27/24. 1st plan check submitted on 3/26/24 and returned on 4/1/24. 2nd plan check submitted on 4/3/24 and returned 4/7/24. (5/14/24)
C0505-24-01	2147 Iris Place	ADU	Application for New Service submitted on 3/27/24 and plan check fee submitted on 3/29/24. 1st plan check submitted on 3/22/24 and returned on 4/1/24. 2nd plan check submitted 2nd plan check submitted on 4/4/24 and returned on 4/7/24. 3rd plan check submitted on 4/16/24 and returned on 4/16/24. Permit issued on 4/23/24. (5/14/24)
C0506-24-01	348 22nd Street	Single Family Home	Waiting for Application for New Service and plan check fee to be submitted. 1st plan check submitted on 3/29/24. (5/14/24)
C0507-24-01	1717 Irvine Avenue	Single Family Home	Application for New Service submitted on 3/25/24 and plan check fee submitted on 4/2/24. 1st plan check submitted on 4/2/24 and returned on 4/3/24. 2nd plan check submitted on 4/5/24 and returned on 4/7/24. Permit issued on 4/17/24. (5/14/24)
C0508-24-01	1650 Adams Avenue	Commercial	Application for New Service submitted on 4/11/24 and plan check fee submitted on 2/26/24. 1st plan check submitted on 4/16/24 and returned on 4/28/24. (5/14/24)
C0509-24-01	247 Knox Street	Single Family Home	Application for New Service and plan check fee submitted on 4/17/24. 1st plan check submitted on 4/17/24 and returned on 4/22/24. 2nd plan check submitted on 4/29/24 and returned on 4/29/24. (5/14/24)
C0510-24-01	3333 Susan Street	Apartment Complex	Waiting for Application for New Service and plan check fee to be submitted. Waiting for 1st plan check submittal. (5/14/24)
C0511-24-01	2995 Ceylon Drive	Single Family Home	Application for New Service submitted on 4/23/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 4/22/24 and returned on 4/29/24. 2nd plan check submitted on 4/29/24 and returned on 4/30/24. (5/14/24)
C0512-24-01	695 Joann Street	ADU	Application for New Service submitted on 4/10/24 and plan check fee submitted on 4/23/24. 1st plan check submitted on 4/23/24 and returned on 4/29/24. 2nd plan check submitted on 4/29/24 and returned on 4/30/24. (5/14/24)

# MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2024

**Project Title:** Pipeline Testing Program

**File No.:** MC 2141

**Description:** Implement Resolution No. 1525 Replacement of Assets. **Status:** Three (3) miles of AC pipe constructed in 1956 were selected for non-destructive wall thickness measurement in January 2019. The report was received in February 2019. Five (5) AC pipe samples were sent to the testing lab in May 2019, and the wall thickness measurement report was received in June 2019. With more data collected from AC pipe samples, a proposed update of Resolution No. 1442 Replacement of Assets was approved by the Board in October 2019. Staff developed a process for classifying pipeline breaks and provided a class to the Distribution crews in November 2019. Four (4) AC pipe samples collected during valve replacements were sent for EDS testing in January 2020. Lab reports were received in March 2020 and evaluation of the lab results was received in June 2020. MWDOC performed approximately forty (40) miles of leak detection and found one (1) suspected pipeline leak. Staff performed a follow up leak detection and could not replicate the suspected leak. Thirteen (13) AC pipe samples collected by staff during valve replacements and break responses were sent for wall thickness measurement, EDS testing, and remaining useful life estimates. Wall thickness lab reports and useful life estimate report were received in February 2021. MWDOC staff performed thirty (30) miles of leak detection for main lines and service laterals in January 2021. A report of their findings found no mainline leaks. Thirty (30) additional miles of leak detection was received in March 2021. No mainline leaks were reported. Fourteen (14) samples of AC Pipe were collected as part of valve and hydrant replacements and were shipped to the lab for wall thickness measurements in January 2022. The report was received in April 2022 and no pipeline replacements were recommended. Leak detection for ninety (90) miles of main line started in April 2022. The report was received in June 2022. No suspected mainline leaks were reported. AC Pipe and samples collected by the contractor as part of the Wilson Street Pipeline Replacement were shipped to the lab for wall thickness measurements in April 2022. The report was received in July 2022. No pipeline replacements were recommended in the report. Preliminary findings of a relationship between AC pipeline wall hardness and type of break are being evaluated. 16 AC pipe samples were collected during routine valve and hydrant replacements and two samples were collected during a mainline break. The samples were picked up by the lab for AC wall thickness measurements in December 2022. The results were received in February 2023. The Pipeline Integrity Program consultant reviewed the wall thickness results and did not recommend any pipeline replacements. 22 AC pipe samples collected during routine valve and hydrant replacements were sent for wall thickness measurements in April 2023. Wall thickness reports were received in June and July 2023. The Pipeline Integrity Program Consultant reviewed the wall thickness reports and performed remaining useful life analyses. The useful life report was received in July 2023. No near-term pipeline replacements were recommended in the report. The Pipeline Integrity Program Consultant reviewed mainline break data from FY22 and FY23 and recommended condition assessment for pipeline groups with break thresholds that exceed the standards of Resolution No. 1525. These recommendations were presented at the September 27, 2023 Board meeting. Staff

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2024

negotiated a proposal for ePulse condition assessment of 2.2 miles of AC pipe which is expected to be performed in June 2024. MWDOC staff started 100 miles of Leak Detection on May 13, 2024. (5/13/2024)

**Project Title:** Chandler & Croddy Wells and Pipeline Project

**File No.:** M18-113

**Description:** Design, documentation, permitting, and construction of two (2) new wells located on Chandler Avenue and Croddy Way in the City of Santa Ana and the distribution pipeline connecting the wells to Mesa Water's supply system.

**Status:** The Chandler and Croddy Wells and Pipeline Project Team includes Design Engineer TetraTech, Construction Manager Butier Engineering, and Community Outreach Consultant Murakawa & Associates. The project has four (4) phases, with a construction bid package for each phase. The status of each phase is below.

Phase 1 Demolition: Demolition of the existing office buildings at the well site properties was awarded to Standard Demolition in July 2020 and was completed in October 2020.

Phase 2 Well Drilling: Well Drilling was awarded to Zim Industries dba Bakersfield Well & Pump in August 2020. Permits for well drilling were received from Orange County Heath Care Agency (OCHCA) in October 2020. Mobilization for drilling at the Croddy Well site started in October 2020. Sound walls were constructed at both sites. Croddy Well drilling is complete. Test pumping produced 4,000 gallons per minute. Water quality depth and well blend sample results indicate good water quality. Chandler Well pilot hole was drilled and samples for the aquifer and the groundwater indicate good water quality to 970 feet. The pilot hole reaming and casing installation was completed in May 2021. Test pumping of Chandler Well produced 4,320 gallons per minute. Water quality depth samples and well blend samples indicate good water quality.

Phase 3 Well Equipping: A contract award to Gateway Pacific was approved at the February 2021 Board meeting. A project team kickoff meeting was held in March 2021. The team has identified the long lead time items and is in the submittal process for these items. Mobilization occurred in May 2021. Underground work and concrete forming are complete at both sites. This was facilitated by the receipt of the long-awaited SCE permit for the Chandler Well site in March 2022. Well pedestals have been completed and approved by OCHCA. Permits from AQMD for the backup generators and ammonia scrubbers have been issued. Long lead-time items affected by the global supply chain continue to arrive. Most of the instrumentation has been received. Chemical tanks were received and set in the chemical facilities in February 2022. Backup diesel generators were received and set in March 2022. The well pumps passed witness testing in February 2022. The electrical buildings, well buildings, and site perimeter walls at both sites are constructed and equipment is installed. The chemical skids were delivered in July 2022. The Croddy Well Variable Frequency Drive (VFD) was delivered in June 2023 and placed into storage. A Reduced Voltage Solid State (RVSS) motor starter was procured and is installed at the Croddy Well. The well sites have SCE power. The well pump at the Croddy Well was installed in March 2023 and the Chandler Well pump was installed in April 2023. The Chandler Well VFD arrived in April 2023 and was installed. The draft permit amendment from DDW was



## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2024

received in April 2023. Croddy Well went into operation in May 2023 and is producing 4,000 gallons per minute of high-quality drinking water. Rework of the Chandler Well VFD was completed in September 2023. Replacement of two modules in the Chandler Well control system PLC was completed in September 2023. The Chandler Well monochloramine analyzer failed its system checkout and was replaced by the manufacturer in October 2023. The Chandler Well discharge flow meter had erratic readings and the project team resolved the issue in November 2023. The Chandler Well is producing drinking water; however, the seven-day acceptance test is on hold pending resolution of noise and vibration from the well motor. A vibration test was conducted on December 14, 2023; the vibration was found to be out of specification. A follow-up vibration analysis was conducted on January 9, 2024. The follow up test pointed to the motor as the issue. The motor was taken to a local motor shop in January 2024 for further analysis and repair, and no issues were found. The motor was reinstalled on February 6, 2024. The VFD supplier assessed the VFD as the potential cause of the vibration on February 20, 2024, and recommended enabling the flux vector control on the VFD to allow the VFD to use feedback from the motor to output precise motor speed and torque control. A VFD field technician implemented this recommendation in March 2024, and the vibration improved significantly. The follow-up vibration test was conducted in April 2024. The final vibration test report was received in May 2024 and is being reviewed by staff.

Phase 4 Pipeline: The Board awarded a construction contract with Ferreira Construction at the April 2021 Committee meeting. Notice to Proceed with the potable water transmission pipeline construction was issued in June 2021. A preconstruction meeting was held in June 2021. The team identified the long lead time items and is in the submittal process. Encroachment permits were obtained by the contractor from the City of Santa Ana in August 2021. The contractor potholed the pipeline alignment to confirm the location and depths to buried utilities in the area. A minor realignment of the Chandler Pipeline was designed to avoid an unexpected natural gas pipeline and services. Materials for the Croddy Storm Drain arrived in December 2021, and construction of the Croddy Storm Drain was completed in March 2022. Poor soil conditions were encountered during the Croddy Storm Drain construction, and the project team evaluated alternate shoring and dewatering methods for the Croddy Pipeline. Materials for the 30" and 16" transmission lines arrived in January and February 2022. Construction of the 30" transmission pipeline on MacArthur Boulevard began in March 2022, and is progressing from Croddy Way to the tie into the distribution system at MacArthur and Hyland. Two new valves were installed at McArthur and Hyland in October 2022 to facilitate the tie in. Construction of the 30" pipeline in Croddy Way began at the Croddy Well No. 14 site in July 2022 and is complete. Construction of the 16" pipeline between the Chandler and Croddy Wells began in September 2022 at the Croddy Well and is proceeding on Chandler Avenue toward Chandler Well. Pressure testing and disinfection of the 30" pipeline was completed in April 2023, and the 30" pipeline from Croddy Well to the distribution system is ready for service. Construction of the 16" pipeline between Chandler and Croddy Wells was completed in May 2023. Pressure testing, disinfection, and bacteriological testing of the 16" pipeline was completed in June 2023. 5/13/2024)

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2024

**Project Title:** SCADA Control Room and Wet Labs Upgrade Project

**File No.:** M21-250A1

**Description:** Relocation of the SCADA Control Room and laboratory, including the addition of an education center.

**Status:** In November 2019, the Board directed staff to proceed with Design Concept #2 of the Mesa Water Reliability Facility (MWRF) Education Center. Mesa Water obtained a cost proposal from IBI Group. The Scope of Work also incorporates the design of two MWRF spare parts storage buildings (located at the MWRF) and wells spare parts storage building (located at Well No. 7) as part of the design services. The Board approved this item at the April 2020 Board meeting. The pre-design kick-off meeting was held in April 2020. The conceptual design was reviewed in June 2020 and preliminary cost estimate discussed in July 2020. At the August 2020 Committee meeting, the Mesa Water Education Center building concept was approved by the Board. Additionally, a contract was awarded to Mad Systems for the exhibit design. In September 2020, a final design kick-off meeting was held with the architect and exhibit design teams. In October 2020, the Mesa Water team toured the Albert Robles Center for Water Recycling and Environmental Learning with Mad Systems. In October 2020, the design team held a site visit at the MWRF to discuss landscaping and courtyard concepts. A preliminary landscaping concept was received in November 2020. The 50% design submittal was received in December 2020. The comments on the submittal were discussed during progress meetings in January 2021 and February 2021. 50% Construction Documents were submitted in March 2021. The project team held detailed design meetings regarding storage buildings, the IT Server Room, and transitional plans to keep the MWRF in service during construction. In June 2021, staff reviewed and selected finishes for the Education Center and Administration Building. Transitional plans to keep the MWRF in service were finalized and the delivery and setup of the temporary facilities began in October 2021. Mesa Water received proposals for construction management services for the project in early June 2021. A construction manager was selected in June 2021, and they have begun reviewing construction documents. The draft 100% Construction Documents were submitted in July 2021. Staff reviewed the submittal and provided comments. The revised Construction Documents were submitted in September 2021. The Request for Bid for construction was sent out in September 2021 and bids were received in October 2021. Three (3) bids were received from qualified contractors, and the Board awarded a contract to Hamel Contracting, Inc. at the October 2021 Committee meeting. The kick-off meeting was held in November 2021. The contractor has substantially completed the Administration Building, Education Center Building, Southwest Storage Building, Northwest Storage Building, and Well Parts Storage Building. Currently, staff is working with the City of Costa Mesa on finalizing the permit for installation of parking lights and the Front Entryway. The contractor is working to complete all punch list items for the project.

(5/10/2024)

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2024

**Project Title:** 1951 Cohort Pipeline Replacement Project

**File No.:** M21-220A

**Description:** Design, documentation, and permitting for replacement of 3.5 miles of pipeline in Hamilton Street, Pomona Avenue, Wallace Avenue, Anaheim Avenue, and Maple Avenue.

**Status:** Scope of Work and Request for Proposal for providing Construction Management (CM) Services for the Wilson Street and 1951 Cohort Pipeline Replacement Projects sent out to On-Call Consultants in November 2020. Five (5) proposals were received in December 2020. CDM Smith was selected to provide the CM Services. Scope of Work and Request for Proposal for providing design services for the 1951 Cohort Pipeline Replacement Project was sent out to on-call consultants in December 2020. Tetra Tech was selected to prepare the design. The project kick-off meeting was held in February 2021. The Consultant delivered Technical Memorandum No. 1 – Alignment Options and Recommendations and the Preliminary Design Report in July 2021. Mesa Water staff has reviewed Technical Memorandum No. 1 and the Preliminary Design Report. The project's 90% Design Submittal was submitted in August 2023. The construction of the 1951 Cohort Pipeline Replacement Project has been moved to the years following the CIPR Program. (5/10/2024)

**Project Title:** Reservoirs 1 and 2 Pump Station Upgrades Project

**File No.:** M21-210B2

**Description:** The Reservoir Upgrades Project has several components to increase the efficiency and reliability of Reservoirs 1 and 2: Chemical storage and feed systems (sodium hypochlorite and aqueous ammonia) to help reduce nitrification issues in the distribution system; Pump replacement and conversion of drivers from gas engines to electrical motors; Upgrades to reservoir electrical service through SCE; Installation of diesel generator systems to power the reservoirs in the event of an emergency; Miscellaneous system rehabilitation and upgrades including electrical gear replacement, pipeline rehabilitation, pipeline modifications, and instrument replacement based on the results of site visits and related analyses; and Slurry Dewatering Pit upgrades located at the Reservoir 1 site.

**Status:** Following the approval of the recommendations of the Water, Power, and Supply Chain Reliability Assessment, Mesa Water developed a design Scope of Work for the Reservoirs 1 and 2 Upgrades Project. A proposal was solicited from a CIPR on-call design consultant and the project's Preliminary and Final Design was kicked off in May 2021. A site visit for the project was held with the consultant in May 2021. The project team performed a 3-D scan of Reservoirs 1 and 2 in June 2021. The consultant delivered a draft version of Technical Memorandum No.1 – Reservoir 1 Site Master Plan and the draft Permit Plan in July 2021. Following Mesa Water's review of TM1 and the Permit Plan, the consultant began work on the Preliminary Design Report. The Preliminary Design Report was delivered in November 2021 and the Preliminary Design Report Workshop was held in September 2021. In March 2023, the Final Bid documents and cost estimate were received and reviewed by staff. After receiving approval for the project's reduced scope, the project team began modifying the Bid

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2024

Documents. The revised Bid Documents were received in August 2023. The Request for Bids was released to the prequalified contractors in August 2023. A jobwalk was conducted in August 2023 and attended by five prequalified contractors. The bid opening was held in October 2023. Four bids were received., A recommendation for contract time extension negotiation and award was approved in November 2023. The contract time extension negotiation to accommodate equipment lead times is complete and Notice to Proceed was provided in January 2024. A preconstruction meeting and a site walk with the contractor team were held in February 2024. The contractor has begun submitting shop drawings for the long lead time items. The construction team has been meeting regularly to find ways to reduce the Reservoir 2 down time and potentially compress the schedule. The construction team plans to mobilize at Reservoir 2 in June 2024. (5/13/2024)

**Project Title:** Excavation Slurry Dewatering Pit Project

**File No.:** M21-250D

**Description:** Design, documentation, and permitting for a dewatering process that will be constructed in Mesa Water's Operations Yard to provide dewatering for the hydrovac excavation slurry.

**Status:** A Scope of Work and Request for Quote for the design, documentation, and permitting for the Excavation Slurry Dewatering Pit Project was prepared and sent to on-call design consultants in October 2020. Following the selection of an on-call design consultant, the kick-off meeting and site visit were held in November 2020. The draft memo was submitted for review in February 2021. Staff have provided direction and the design of the Dewatering Pit is included in the Scope of Work for the Reservoirs 1 and 2 Pump Station Upgrades Project. The Final Technical Memorandum was submitted for review in June 2021. The Dewatering Pit will be constructed as part of the Reservoirs 1 and 2 Pump Station Upgrades Project. (5/10/2024)

**Project Title:** Operational IT Infrastructure Security Project

**File No.:** M21-250F

**Description:** The project will align the Operational IT infrastructure and management model with Mesa Water enterprise IT system standards and CISA recommendations.

**Status:** The project kick-off meeting was held in May 2021. The new servers, UPS, and isolated network have been installed and configured. The project team has procured the required switches and equipment; configured access accounts; and installed software updates. The new SCADA servers at the MWRP and Emergency Operations Center were completed in April 2024 and are currently being tested in parallel with the existing SCADA servers. Both new SCADA servers will be fully tested in parallel with the existing SCADA servers prior to decommissioning the existing SCADA servers. (5/14/24)

# Water Quality Call Report

## April 2024

**Date:** 4/1/2024  
**Source:** Phone  
**Address:** 903 West 17th Street, #91  
**Description:** Customer wanted additional information regarding the recently completed chlorine conversion process and requested a water quality check at their residence.  
**Outcome:** Despite multiple attempts to follow up with the customer, staff were unable to reach them. A message was left for the customer to call back at their convenience to schedule a visit from the water quality team.

**Date:** 4/2/2024  
**Source:** Phone  
**Address:** 1875 Maui Circle  
**Description:** Customer inquired about the white particles that are left behind when he boils the water in a glass kettle.  
**Outcome:** Staff explained to the customer that the groundwater contains minerals, and the white particles are the minerals in the water that precipitate out. Staff then assured the customer that these minerals are not harmful.

**Date:** 4/11/2024  
**Source:** Phone  
**Address:** 655 Baker St  
**Description:** The customer reported that the water in their apartment unit has had an intermittent salty taste for the past six months.  
**Outcome:** A water quality sample was taken at the residences, which included tests for chlorine residual, pH, and conductivity. All results were within normal range. The customer was assured that the water is safe, abundant, and sourced locally. The customer appears to be sensitive to taste. No other customer has reported this issue in the area.

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
GORDON KHOO	000011135	04/11/24	C0252-22	Req: 6209	\$6,275.41
	1				\$6,275.41
ROSE GRAMME	000011130	04/11/24	C0236	Req: 6203	\$516.95
	1				\$516.95
<b>Total</b>	<b>2</b>				<b>\$6,792.36</b>
<b>CAPITAL</b>					
BUTIER CONSULTING ENGINEERS	000011129	04/11/24	C029 MWD	M21-250A1	\$4,287.50
	1				\$4,287.50
CAROLLO ENGINEERS	000011142	04/11/24	FB48017	E400-0012	\$7,053.75
	1				\$7,053.75
CITY OF NEWPORT BEACH	000011245	04/25/24	15709	5/8 METERS	\$70,386.51
	1				\$70,386.51
CONTINENTAL PAINTING, INC	000011205	04/18/24	24-MSD1	M21-250A1	\$24,230.00
	1				\$24,230.00
MURAKAWA COMMUNICATIONS, INC.	000011217	04/18/24	MESA WATER - 46	M20-109	\$650.00
	1				\$650.00
PAULUS ENGINEERING INC	000011191	04/18/24	23089	M24-003 - 17th St REPAIR	\$54,934.00
	1				\$54,934.00
PSI WATER TECHNOLOGIES	000011159	04/11/24	B0001959	M21-210B2	\$10,000.00
	000011222	04/18/24	B0001996	M21-210B2 FEBRUARY RENTAL	\$10,000.00
	2				\$20,000.00
SG CREATIVE, LLC	000011225	04/18/24	001	BRAND REVIEW	\$690.00
	1				\$690.00
SUNBELT RENTALS INC.	000011267	04/25/24	149859834-0001	EQUIPMENT RENTAL	\$2,245.98
	1				\$2,245.98
TETRA TECH, INC	000011168	04/11/24	52218409	M18-100	\$4,160.00
	000011268	04/25/24	52112879	M21-220C	\$2,090.00
	2				\$6,250.00
<b>Total CAPITAL</b>	<b>12</b>				<b>\$190,727.74</b>
<b>CHECK SIGNATURE EXEMPT</b>					

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
SOUTHERN CALIFORNIA EDISON CO	000011192	04/18/24	7004610940893 2024	MARCH 2024 BILLING	\$317,259.60
	<b>1</b>				<b>\$317,259.60</b>
SOUTHERN CALIFORNIA GAS CO	000011104	04/04/24	08520813000_M AR2524	NATURAL GAS	\$51.08
		04/04/24	08940813002_M AR2524	NATURAL GAS	\$1,640.25
		04/04/24	05200799004_M AR2124	NATURAL GAS	\$3,594.96
		04/04/24	05060829172_M AR2724	NATURAL GAS	\$1,363.30
	<b>1</b>				<b>\$6,649.59</b>
<b>Total CHECK SIGNATURE EXEMPT</b>	<b>2</b>				<b>\$323,909.19</b>
<b>Customer Refund</b>					
JILL STEIN	000011251	04/25/24	42424	BOND RELEASE 2275 NEWPORT	\$1,550.00
	<b>1</b>				<b>\$1,550.00</b>
MIRACLE MILE PROPERTIES	000011248	04/25/24	022424	BOND RELEASE 2277 HARBOR BLVD	\$70,000.00
	<b>1</b>				<b>\$70,000.00</b>
<b>Total Customer Refund</b>	<b>2</b>				<b>\$71,550.00</b>
<b>DEPARTMENT EXPENSE</b>					
ACWA	000011193	04/18/24	12934	Req: 6237	\$5,000.00
	<b>1</b>				<b>\$5,000.00</b>
ACWA JOINT POWERS INSURANCE AUTHORITY	000011244	04/25/24	033124	WRKR COMP	\$41,356.97
	<b>1</b>				<b>\$41,356.97</b>
CALPERS BENEFIT PAYMENTS	0195990	04/05/24	1000000174861 98.1	APRIL BILLING	\$7,122.36
	0195991	04/05/24	1000000174861 97	04/2024	\$57,011.15
	0195992	04/08/24	3.13.24	CHECK DATE 3.13.24	\$46,087.44
	0195993	04/12/24	3.27.24	CHECK DATE 3.27.24	\$46,087.44
	0195998	04/16/24	1000000174974 72	UNFUNDED LIABILITY	\$86,881.50
	<b>5</b>				<b>\$243,189.89</b>
COLONIAL LIFE & ACCIDENT INS	000011204	04/18/24	8892333041826 9	BILLING 4.8.24	\$137.72
	<b>1</b>				<b>\$137.72</b>
FIRST BANKCARD	0195999	04/16/24	42424	MONTHLY CHARGES	\$23,091.64

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
	1				\$23,091.64
INTERNATIONAL PUBLIC MANAGEMENT	000011213	04/18/24	INV-78034-K3X3Z4	Req: 6165	\$420.00
	1				\$420.00
NATURE CARE	000011101	04/04/24	26848	TREE MAINTENANCE	\$1,200.00
	1				\$1,200.00
RED WING BUSINESS ADVANTAGE ACCT	000011161	04/11/24	20240314009986	SAFETY BOOTS	\$400.00
	000011223	04/18/24	20240404009986	SAFETY BOOTS	\$224.11
	000011266	04/25/24	789-1-60234	SAFETY BOOTS	\$395.24
	3				\$1,019.35
TASC	000011167	04/11/24	IN3071983	4605-0222-4024	\$121.50
	000011227	04/18/24	IN3015064	FSA ADMIN FEES	\$475.83
	2				\$597.33
ULTIMATE STAFFING SERVICES	000011169	04/11/24	16137341	TEMPORARY STAFF	\$989.93
		04/11/24	16139894	TEMPORARY STAFF	\$1,212.96
		04/11/24	16139893	TEMPORARY STAFF	\$1,060.91
	000011229	04/18/24	16142492	TEMP LABOR	\$1,212.96
		04/18/24	16142491	TEMP LABOR	\$997.51
	2				\$5,474.27
<b>Total DEPARTMENT EXPENSE</b>	<b>18</b>				<b>\$321,487.17</b>
<b>DIRECTOR CHECKS</b>					
FRED BOCKMILLER	0194962	04/04/24	EXP052322	MILEAGE REIMBURSEMENT	\$1.40
	0194963	04/04/24	062822	REIMBURSEMENT	\$626.65
	0194964	04/04/24	0630221	FAX INTERNET JAN - JULY 22	\$463.45
	0194965	04/04/24	91323	CSDA CONFERENCE	\$361.58
	0194966	04/04/24	92723	MILEAGE 7/28 - 8/24	\$12.05
	0195727	04/24/24	42424	REIMBURSE	\$218.00
	6				\$1,683.13
JAMES ATKINSON	0194970	04/04/24	EXP052522	CONFERENCE REIMBURSEMENT	\$142.61
	0194971	04/04/24	91323	UWI CONFERENCE	\$383.46
	0195731	04/24/24	42424	REIMBURSE	\$254.32
	3				\$780.39



# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
JAMES FISLER	0194972	04/04/24	EXP052322	MILEAGE REIMBURSEMENT	\$28.08
	0194973	04/04/24	091123	MILEAGE 7/28 - 8/24	\$43.23
	<b>2</b>				<b>\$71.31</b>
MARICE DEPASQUALE	0194993	04/04/24	EXP052322	MILEAGE REIMBURSEMENT	\$39.78
	0194994	04/04/24	91923	COMMUNICATION	\$1,222.91
	<b>2</b>				<b>\$1,262.69</b>
SHAWN DEWANE	0195092	04/04/24	EXP022222-1	EXPENSE REIMBURSEMENT	\$70.48
	0195093	04/04/24	91223	COMMUNICATIONS	\$4,991.34
	0195094	04/04/24	91323		\$71.37
	0195095	04/04/24	90723	MILEAGE 8/25 - 9/7	\$7.07
	<b>4</b>				<b>\$5,140.26</b>
<b>Total DIRECTOR CHECKS</b>	<b>17</b>				<b>\$8,937.78</b>
<b>EMPLOYEE CHECKS</b>					
ANTHONY OCAMPO	0194946	04/04/24	92123	CLASS REIMBURSE	\$349.99
	<b>1</b>				<b>\$349.99</b>
BOB MITCHELL	0194947	04/04/24	061622	TUITION REIMBURSE	\$165.53
	0194948	04/04/24	06022022	SAFETY BOOTS	\$183.18
	<b>2</b>				<b>\$348.71</b>
CHERLYNN HURDLE	0194950	04/04/24	91423	WELCOME LUNCH	\$97.62
	<b>1</b>				<b>\$97.62</b>
COLLEEN GRACE	0194951	04/04/24	EXP051922	MILEAGE REIMBURSEMENT	\$31.37
	<b>1</b>				<b>\$31.37</b>
DENISE GARCIA	0194952	04/04/24	83023	EMPLOYEE ENGAGE MEET	\$100.00
	0194953	04/04/24	91323	CSDA CONFERENCE	\$721.95
	0194954	04/04/24	91223	CSDA MONTEREY	\$546.95
	0195719	04/10/24	41024	REIMBURSE	\$572.81
	<b>4</b>				<b>\$1,941.71</b>
DUSTIN BURNSIDE	0194958	04/04/24	EXP051922	TUITION REIMBURSEMENT	\$1,275.74
	0194959	04/04/24	EXP060222	TUITION REIMBURSEMENT	\$530.24
	0194960	04/04/24	EXP081621	TUITION REIMBURSEMENT	\$1,368.74

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
	3				\$3,174.72
EVA PIERCE	0194961	04/04/24	83023	MILEAGE	\$62.88
	1				\$62.88
JAMES VALENCIA	0194979	04/04/24	062922	SOUTH COAST AQMD	\$200.00
	1				\$200.00
JASON LANGLOIS	0194980	04/04/24	91423	SAFETY BOOTS	\$204.78
	1				\$204.78
JONATHAN ADAME	0194983	04/04/24	EXP012022	CERTIFICATE REIMBURSEMENT	\$175.00
	1				\$175.00
KATHY PHAM	0194985	04/04/24	91323	CLASS REIMBURSE	\$1,415.24
	1				\$1,415.24
KYLE BARKER	0194987	04/04/24	06162022	TUITION REIMB	\$530.24
	0194988	04/04/24	90723	CERT PAY	\$500.00
	0195749	04/10/24	41024	REIMBURSE	\$1,343.25
	3				\$2,373.49
MARWAN KHALIFA	0195081	04/04/24	83023	REVIEWS	\$183.07
	0195082	04/04/24	83123	TRAVEL	\$75.58
	0195083	04/04/24	090823	CSDA SEMINAR MONTEREY	\$2,899.61
	0195084	04/04/24	082423	DEPT LUNCH	\$225.18
	0195085	04/04/24	101123	REIMBURSE	\$1,976.06
	0195762	04/24/24	42424	REIMBURSE	\$280.01
	6				\$5,639.51
SHANE KEMP	0195097	04/04/24	90623	GRADE 3 CERT	\$100.00
	1				\$100.00
STACY TAYLOR	0195775	04/10/24	41024	REIMBURSE	\$10.10
	1				\$10.10
STEPHEN HERSHEY	0195777	04/10/24	41024	REIMBURSE	\$105.00
	1				\$105.00
STRYDER HUFF	0195778	04/10/24	41024	REIMBURSE	\$387.88
	1				\$387.88
TRACY MANNING	0195099	04/04/24	EXP030822	AWA/AMTA CONFERENCE REIMB	\$104.93
	1				\$104.93
<b>Total EMPLOYEE CHECKS</b>	<b>31</b>				<b>\$16,722.93</b>

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
<b>GENERAL AND ADMINISTRATIVE</b>					
11:11 SYSTEMS INC	000011238	04/18/24	INV-172881	CLOUD BACKUP	\$2,496.24
	<b>1</b>				<b>\$2,496.24</b>
2FASPV, LLC	000011188	04/11/24	CHEQ00099008 319	00332200 Overpayment	\$321.86
	<b>1</b>				<b>\$321.86</b>
360GT LLC	000011189	04/11/24	438	WEBSITE HOSTING	\$3,000.00
		04/11/24	440	WEBSITE HOSTING	\$3,000.00
	<b>1</b>				<b>\$6,000.00</b>
ABRAHAMS WELDING	000011119	04/11/24	136	WELDING	\$1,750.00
	<b>1</b>				<b>\$1,750.00</b>
ACCO ENGINEERED SYSTEMS, INC.	000011082	04/04/24	20489220	HVAC SERVICES	\$18,037.50
		04/04/24	20515519	HVAC MAINTENANCE	\$698.00
	<b>1</b>				<b>\$18,735.50</b>
ADVANCED CHEMICAL TRANSPORT, INC.	000011120	04/11/24	555919	CHEMICALS	\$1,183.26
	000011194	04/18/24	556110	HAZARDOUS WASTE DISPOSAL	\$728.16
		04/18/24	556112	HAZARDOUS WASTE DISPOSAL	\$650.67
		04/18/24	556158	HAZARDOUS WASTE DISPOSAL	\$1,195.29
		04/18/24	556160	HAZARDOUS WASTE DISPOSAL	\$644.52
	<b>2</b>				<b>\$4,401.90</b>
AGNEW MULTILINGUAL	000011195	04/18/24	22552	TRANSLATION	\$152.25
	<b>1</b>				<b>\$152.25</b>
AKUA MIND & BODY, INC.	000011185	04/11/24	CHEQ00099008 310	05850100 Cheque Deposits 05850	\$13.05
	<b>1</b>				<b>\$13.05</b>
AQUENT	000011198	04/18/24	190-56290	TEMP LABOR	\$87.50
		04/18/24	190-56289	TEMP LABOR	\$105.00
	<b>1</b>				<b>\$192.50</b>
ARGENT LLC	000011131	04/11/24	C0237	Req: 6204	\$8,516.43
	<b>1</b>				<b>\$8,516.43</b>
ARNEL MANAGEMENT COMPANY	000011184	04/11/24	CHEQ00099008 317	19902600 Cheque Deposits 19902	\$66.18
	<b>1</b>				<b>\$66.18</b>

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
AT&T MOBILITY	000011123	04/11/24	287306005081X 031524	WIRELESS SERVICES	\$585.31
		04/11/24	287295684390X 031624	WIRELESS SERVICES	\$634.55
		04/11/24	287295684390X 021624	WIRELESS SERVICES	\$634.55
	000011250	04/25/24	287306005081X 041524	287306005081 4/8 - 5/7	\$468.93
	<b>2</b>				<b>\$2,323.34</b>
BAY AREA REDWOOD	000011124	04/11/24	20242652	REDWOOD BOARDS	\$9,618.75
		<b>1</b>			<b>\$9,618.75</b>
BLACK & VEATCH	000011125	04/11/24	1423764	M21-210B2	\$27,291.00
		<b>1</b>			<b>\$27,291.00</b>
BLUECOSMO SATELLITE COMMUNICATIONS	000011126	04/11/24	BU01652901	VOICEMAIL	\$104.83
		<b>1</b>			<b>\$104.83</b>
BOLLAND AND ASSOCIATES	000011201	04/18/24	240303	REGULATORY CONSULTING	\$5,900.00
		<b>1</b>			<b>\$5,900.00</b>
BONIFACIO BRAVO	000011114	04/04/24	CHEQ00099008 309	07316400 Cheque Deposits 07316	\$82.91
		<b>1</b>			<b>\$82.91</b>
BRENDA DEELEY PR LLC	000011127	04/11/24	1585	CONSULTANT FEES	\$10,650.00
		<b>1</b>			<b>\$10,650.00</b>
BROWN & CALDWELL	000011128	04/11/24	12515694	CONSULTANT SERVICES	\$6,083.79
		<b>1</b>			<b>\$6,083.79</b>
BURKE, WILLIAMS & SORENSEN, LLP	000011084	04/04/24	317872	LEGAL SERVICES	\$682.50
		<b>1</b>			<b>\$682.50</b>
CALIFORNIA ADVOCATES INC.	000011140	04/11/24	24315	CONSULTANT SERVICES	\$7,815.50
		<b>1</b>			<b>\$7,815.50</b>
CALIFORNIA POLICY CENTER	000011085	04/04/24	199	Req: 6170	\$12,500.00
		<b>1</b>			<b>\$12,500.00</b>
CANON FINANCIAL SERVICES, INC.	000011086	04/04/24	32215433	PRINTER LEASE	\$2,000.93
	000011141	04/11/24	31546668	COPIER LEASE	\$2,000.93
		<b>2</b>			<b>\$4,001.86</b>
CARLOS CASTILLO	000011133	04/11/24	C0243-22	Req: 6208	\$4,691.79
		<b>1</b>			<b>\$4,691.79</b>

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
CCS ORANGE COUNTY JANITORIAL INC.	000011088	04/04/24	82345471	JANITORIAL SERVICES	\$593.94
		04/04/24	638444	JANITORIAL SERVICES	\$4,095.00
	<b>1</b>				<b>\$4,688.94</b>
CHARTER COMMUNICATIONS HOLDINGS, LLC	000011252	04/25/24	120198601040124	120198601 3/1 3/31	\$2,451.81
	<b>1</b>				<b>\$2,451.81</b>
CHUBB	000011203	04/18/24	9906-66-09-27	TRAVEL INS. 3/2024 - 3/2027	\$3,750.00
	<b>1</b>				<b>\$3,750.00</b>
COMPONETICS	000011089	04/04/24	1869	WATER KEY MULTIPLIERS	\$1,346.87
	<b>1</b>				<b>\$1,346.87</b>
COUNTY OF ORANGE OC WASTE & RECYCLING, ACCOUNTING	000011145	04/11/24	M2403052870	DUMP FEES	\$596.16
	<b>1</b>				<b>\$596.16</b>
DAN GASS	000011237	04/18/24	CHEQ00099008323	07015400 Cheque Deposits 07015	\$181.99
	<b>1</b>				<b>\$181.99</b>
ELSE CASTILLO	000011239	04/18/24	CHEQ00099008322	00713900 Overpayment	\$600.00
	<b>1</b>				<b>\$600.00</b>
EMPOWER	000011146	04/11/24	396546	EXPENSE CHARGES	\$795.64
		04/11/24	396702	EXPENSE CHARGES	\$7,384.25
	0195986	04/02/24	3.27.24 LOAN	CHECK DATE 3.27.24 LOAN	\$172.40
	0195987	04/02/24	3.27.24 401A	CHECK DATE 3.27.24 401A	\$325.98
	0195988	04/02/24	3.27.24 MATCH	CHECK DATE 3.27.24 MATCH	\$10,839.52
	0195989	04/02/24	3.27.24 457B	CHECK DATE 3.27.24 457B	\$22,602.37
	0195994	04/15/24	41024 LOAN	CHECK DATE 4.10.24 LOAN	\$172.40
	0195995	04/15/24	41024 401A	CHECK DATE 4.10.24 401A	\$325.98
	0195996	04/15/24	41024 MATCH	CHECK DATE 4.10.24 MATCH	\$12,128.32
	0195997	04/15/24	41024 457B	CHECK DATE 4.10.24 457B	\$23,553.25

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
EMPOWER	0196000	04/29/24	42424 LOAN	CHECK DATE 4.24.24 LOAN	\$172.40
	0196001	04/29/24	42424 401A	CHECK DATE 4.24.24 401A	\$325.98
	0196002	04/29/24	42424 MATCH	CHECK DATE 4.24.24 MATCH	\$12,937.68
	0196003	04/29/24	42424 457B	CHECK DATE 4.24.24 457B	\$24,611.01
	<b>13</b>				<b>\$116,347.18</b>
ERICA SYLVIA	000011132	04/11/24	C0241	Req: 6205	\$4,448.29
	<b>1</b>				<b>\$4,448.29</b>
FESTIVAL OF CHILDREN FOUNDATION	000011147	04/11/24	2024	Req: 6190	\$5,000.00
	<b>1</b>				<b>\$5,000.00</b>
FM THOMAS AIR CONDITIONING INC	000011208	04/18/24	46490	QRTL MAINTENANCE	\$870.00
		04/18/24	46489	QTRL MAINTENANCE	\$345.00
		04/18/24	46491	QRTL MAINTENANCE	\$385.00
	<b>1</b>				<b>\$1,600.00</b>
FRONTIER COMMUNICATIONS	000011190	04/11/24	0817945_31324	COMMUNICATIONS	\$117.09
	000011255	04/25/24	52340817945X1 02324	5234-081794-5 10/13 11/23	\$101.77
		04/25/24	52340817945X4 1324	52340817945 4/13 - 5/12	\$117.09
	<b>2</b>				<b>\$335.95</b>
FULL CIRCLE RECYCLING	000011148	04/11/24	29715	RECYCLING SERVICES	\$133.50
	<b>1</b>				<b>\$133.50</b>
GEIGER	000011095	04/04/24	5453900	PROMOTIONAL ITEMS	\$6,536.60
	000011256	04/25/24	5471028	PROMO ITEMS	\$1,909.44
	<b>2</b>				<b>\$8,446.04</b>
GRAFIX SYSTEMS	000011149	04/11/24	32326	FLEET MAINTENACE	\$1,579.11
	<b>1</b>				<b>\$1,579.11</b>
HDR ENGINEERING INC	000011150	04/11/24	1200601696	M22-103	\$4,701.50
	<b>1</b>				<b>\$4,701.50</b>
HONGXIA GUAN	000011138	04/11/24	C0285-23	Req: 6224	\$5,300.07
	<b>1</b>				<b>\$5,300.07</b>
INDUSTRIAL METAL SUPPLY CO	000011258	04/25/24	2411361	SUPPLIES	\$42.80

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
	1				\$42.80
INFOSEND INC	000011212	04/18/24	259254	BILLINGS	\$1,605.48
	1				\$1,605.48
JENSEN STAVA	000011134	04/11/24	C0248-22	Req: 6207	\$5,787.04
	1				\$5,787.04
JOHN ROBINSON CONSULTING, INC.	000011098	04/04/24	MW202301-02	CONSULTING SERVICES	\$1,800.00
	000011153	04/11/24	MW202401-01	CONSULTANT SERVICES	\$14,932.50
		04/11/24	MW202301-03	CONSULTANT SERVICES	\$2,400.00
		04/11/24	MW202401-02	PLAN CHECK CONSULTING	\$15,180.00
	2				\$34,312.50
KDC CONSTRUCTION	000011117	04/04/24	CHEQ00099008 306	20076100 Cheque Deposits 20076	\$1,151.91
	1				\$1,151.91
KEVIN DO	000011139	04/11/24	C0321-23	Req: 6225	\$5,576.62
	1				\$5,576.62
KIA FINANCE	000011242	04/19/24	2315318179APR IL24	APRIL BILLING	\$964.22
	1				\$964.22
KLEEN KRAFT SERVICES	000011154	04/11/24	1171265	UNIFORM RENTALS	\$625.23
		04/11/24	1172007	UNIFORM RENTALS	\$629.83
		04/11/24	1166938	UNIFORM RENTALS	\$509.67
	000011214	04/18/24	1172714	UNIFORMS, MATS, TOWELS	\$380.63
	000011260	04/25/24	1173423	TOWELS, MATS, UNIFORMS	\$505.23
		04/25/24	1174121	TOWELS, MATS, UNIFORMS	\$505.23
	3				\$3,155.82
LIEBERT CASSIDY WHITMORE	000011099	04/04/24	262443	LEGAL SERVICES	\$200.00
		04/04/24	261797	LEGAL SERVICES	\$7,502.50
	1				\$7,702.50
LIFECOM, INC.	000011216	04/18/24	2102751-IN	CALIBRATION	\$65.00
		04/18/24	2102752-IN	CALIBRATION	\$65.00
	1				\$130.00

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
MAIHANH TRAN	000011186	04/11/24	CHEQ00099008 318	06550401 Cheque Deposits 06550	\$221.06
	<b>1</b>				<b>\$221.06</b>
MARCEL BARTON-SABO	000011116	04/04/24	CHEQ00099008 308	04006600 Overpayment	\$225.00
	<b>1</b>				<b>\$225.00</b>
MARCOM COMMUNICATIONS	000011262	04/25/24	24100	REPAIRS	\$697.93
	<b>1</b>				<b>\$697.93</b>
MARK BURKHART	000011136	04/11/24	C0254-22	Req: 6210	\$3,919.19
	<b>1</b>				<b>\$3,919.19</b>
MELISSA HARDEN	000011240	04/18/24	CHEQ00099008 321	30000659 Cheque Deposits 30000	\$83.87
	<b>1</b>				<b>\$83.87</b>
MOUSE GRAPHICS	000011100	04/04/24	464272	GRAPHIC DESIGN	\$1,275.76
		04/04/24	464605	GRAPHIC DESIGN	\$144.39
	<b>1</b>				<b>\$1,420.15</b>
NAPA AUTO PARTS	000011156	04/11/24	025589	MISC PARTS	\$14.07
		04/11/24	021955	MISC PARTS	\$146.88
	000011218	04/18/24	019576	SUPPLIES	\$68.92
<b>2</b>				<b>\$229.87</b>	
NEXTDAY DELIVERY SERVICE, LLC	000011219	04/18/24	832759	COURIER SERVICES	\$609.12
	<b>1</b>				<b>\$609.12</b>
NICK SCHAUMBURG	000011137	04/11/24	C0260-22	Req: 6223	\$5,776.84
	<b>1</b>				<b>\$5,776.84</b>
O'NEIL STORAGE #0481	000011220	04/18/24	2403043	STORAGE	\$116.16
	<b>1</b>				<b>\$116.16</b>
ORANGE COAST PLUMBING	000011264	04/25/24	457013	LEAK REPAIR	\$5,620.89
	<b>1</b>				<b>\$5,620.89</b>
ORANGE COUNTY HEALTH CARE AGENCY	000011221	04/18/24	IN2654135A	PERMIT	\$10.00
		04/18/24	IN2654905A	PERMIT	\$100.00
		04/18/24	IN2653752A	PERMIT	\$10.00
		04/18/24	IN2654844A	PERMIT	\$100.00
		04/18/24	IN2654793A	PERMIT	\$100.00
<b>1</b>				<b>\$320.00</b>	
PLANTE & MORAN, PLLC	000011246	04/25/24	10126492	CONSULTING	\$27,900.00
		04/25/24	10190366	CONSULTING	\$19,400.00



# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
<b>1</b>					<b>\$47,300.00</b>
PRECISION SECURITY SOLUTIONS DBA NATIONAL PROTECTIVE SERVICE	000011158	04/11/24	2024 - CM010010	SECURITY SERVICES	\$10,500.00
<b>1</b>					<b>\$10,500.00</b>
QUADIENT LEASING USA, INC	000011261	04/25/24	Q1079965	POSTAGE LEASE	\$927.48
		04/25/24	Q1215964	POSTAGE LEASE	\$927.48
<b>1</b>					<b>\$1,854.96</b>
RAYNE WATER SYSTEMS	000011160	04/11/24	30486_03312024	SOFT WATER SERVICE	\$49.35
<b>1</b>					<b>\$49.35</b>
RSM US PRODUCT SALES, LLP	000011224	04/18/24	CC1-1004787	GP ANNUAL RENEWAL 2/24 - 2/25	\$29,552.45
<b>1</b>					<b>\$29,552.45</b>
SAGEVIEW ADVISORY GROUP, LLC	000011103	04/04/24	2024-12704	CONSULTING SERVICES	\$6,817.93
		04/11/24	2023-12386	CONSULTANT SERVICES	\$4,022.57
		04/11/24	2023-14557	CONSULTANT SERVICES	\$6,308.39
<b>2</b>					<b>\$17,148.89</b>
SECTRAN SECURITY INC	000011105	04/04/24	24031243	ARMORED CAR	\$119.70
		04/11/24	24022349	ARMORED CAR	\$119.22
<b>2</b>					<b>\$238.92</b>
SOF-XI UFNRE HOLDINGS, LP	000011115	04/04/24	CHEQ00099008307	04450500 Overpayment	\$2,307.00
<b>1</b>					<b>\$2,307.00</b>
SONSRAY MACHINERY	000011165	04/11/24	SWO047604-1	SMALL MACHINE REPAIRS	\$1,638.69
		04/11/24	SWO047605-1	SMALL MACHINE REPAIR	\$1,105.61
		04/11/24	SWO047062-1	SMALL MACHINE REPAIR	\$2,160.23
	000011226	04/18/24	SWO045924-1	EQUIPMENT REPAIR	\$583.04
<b>2</b>					<b>\$5,487.57</b>
SOUTH COAST PLAZA	000011183	04/11/24	CHEQ00099008315	06809600 Overpayment	\$30.61
		04/11/24	CHEQ00099008316	06808100 Overpayment	\$59.55
<b>1</b>					<b>\$90.16</b>

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
STEVE MOHR	000011187	04/11/24	CHEQ00099008 320	02312000 Overpayment	\$1,231.00
	<b>1</b>				<b>\$1,231.00</b>
T2 TECHNOLOGY GROUP, LLC	000011108	04/04/24	0040416	IT SERVICES	\$6,924.46
		04/04/24	0040417	IT SERVICES	\$5,400.00
		04/04/24	0040415	IT SERVICES	\$12,600.00
	000011247	04/25/24	0040425	MICROSOFT OFFICE 365	\$3,577.62
		04/25/24	0040451	COMP 3 MARCH BILLING	\$48,589.00
		04/25/24	0040435	MARCH BILLING	\$211.00
		04/25/24	0040450	LABOR MARCH 24 BILLING	\$39,348.50
		04/25/24	0040426	AWS MARCH 24	\$10,000.00
		04/25/24	0040436	M24-202	\$14,810.00
		04/25/24	0040437	M23-110 - MARCH 24 BILLING	\$1,145.50
04/25/24	0040443	M24-203 MARCH 24 BILLING	\$23,966.00		
<b>2</b>				<b>\$166,572.08</b>	
TEAM COLOR SCREEN PRINTING	000011181	04/11/24	CHEQ00099008 314	05102200 Cheque Deposits 05102	\$88.26
	000011182	04/11/24	CHEQ00099008 313	05102300 Cheque Deposits 05102	\$107.84
<b>2</b>				<b>\$196.10</b>	
THEODORE ROBINS FORD	000011228	04/18/24	C97673	REPAIRS	\$2,058.19
		04/18/24	C97974	REPAIRS	\$517.45
		04/18/24	C97548	REPAIRS	\$3,077.85
	000011269	04/25/24	C94946	FLEET REPAIRS	\$1,702.79
		04/25/24	C97822	FLEET REPAIRS	\$1,789.75
		04/25/24	C98019	FLEET REPAIRS	\$539.34
		04/25/24	C98115	FLEET REPAIRS	\$75.15
		04/25/24	C98239	FLEET REPAIRS	\$382.94
<b>2</b>				<b>\$10,143.46</b>	
UNIVERSAL WASTE SYSTEMS, INC	000011109	04/04/24	0002852613	WASTE REMOVAL	\$151.17
	000011172	04/11/24	0002934030	TRASH SERVICES	\$151.17
<b>2</b>				<b>\$302.34</b>	
UNUM	000011230	04/18/24	0420560-001 6 424	MAY BILLING	\$5,218.47

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
<b>1</b>					<b>\$5,218.47</b>
VERIZON WIRELESS	000011174	04/11/24	9959345232	660941940	\$2,472.76
		04/11/24	9959768231	842498902	\$1,417.02
	000011231	04/18/24	9957283003	JAN 22 - FEB 21	\$1,417.02
	000011270	04/25/24	9961837847	660941940-00001 3/17 - 4/16	\$2,400.39
<b>3</b>					<b>\$7,707.19</b>
VISION SPORTS	000011180	04/11/24	CHEQ00099008 311	05103200 Cheque Deposits 05103	\$48.70
		04/11/24	CHEQ00099008 312	05103300 Cheque Deposits 05103	\$16.80
<b>1</b>					<b>\$65.50</b>
WASTE MANAGEMENT OF OC	000011112	04/04/24	7964274-0149-5	TRASH COLLECTION	\$151.94
		04/04/24	0455110-2884-2	TRASH SERVICES	\$1,315.63
	000011176	04/11/24	0456923-2884-7	TRASH SERVICE	\$2,077.85
	000011241	04/18/24	7964539-0149-1	TRASH REMOVAL	\$708.66
<b>3</b>					<b>\$4,254.08</b>
WESTERN EXTERMINATOR COMPANY	000011177	04/11/24	58400756	PEST CONTROL	\$126.75
		04/11/24	58400755	PEST CONTROL	\$126.40
<b>1</b>					<b>\$253.15</b>
WOLF CONSULTING, INC.	000011113	04/04/24	INV-000289	CONSULTING SERVICES	\$900.00
<b>1</b>					<b>\$900.00</b>
YORKE ENGINEERING, LLC	000011179	04/11/24	37820	AQMD SUPPORT	\$5,863.25
<b>1</b>					<b>\$5,863.25</b>
ZAYO GROUP LLC	000011236	04/18/24	2024040035347	SERVICE 4.1 - 4.30	\$2,330.98
<b>1</b>					<b>\$2,330.98</b>
<b>Total GENERAL AND ADMINISTRATIVE</b>	<b>118</b>				<b>\$695,135.46</b>
<b>VARIOUS</b>					
AMAZON BUSINESS	000011083	04/04/24	1N1V-WQ4W- JY9Q	OFFICE SUPPLIES	\$165.94
		04/04/24	133T-YHMM- 6DTR	OFFICE SUPPLIES	\$92.77
		04/04/24	1MKL-9MPJ- 17PJ	OFFICE SUPPLIES	\$182.22
	000011121	04/11/24	13QD-FN9N- NGL4	OFFICE SUPPLIES	\$17.22

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount	
AMAZON BUSINESS	000011121	04/11/24	1331-T6L9-HD9C	OFFICE SUPPLIES	\$15.40	
		04/11/24	1W4J-QP9Y-99HL	OFFICE SUPPLIES	\$136.33	
		04/11/24	1KGV-XRD9-6Y39	OFFICE SUPPLIES	\$178.67	
		04/11/24	147F-DH14-6XNQ	OFFICE SUPPLIES	\$238.61	
		04/11/24	13PP-HXDF-RJ1C	OFFICE SUPPLIES	\$559.32	
		04/11/24	1P7W-LCGT-VCDP	OFFICE SUPPLIES	\$326.37	
		04/11/24	1MQQ-R9VY-L3VY	OFFICE SUPPLIES	\$32.53	
	000011197	04/18/24	1TPK-GYMJ-3X7N	IT SUPPLIES	\$54.32	
		04/18/24	1K99-MVK6-1NNR	OFFICE SUPPLIES	\$152.32	
		04/18/24	19G3-MHGK-747G	AMAZON RETURN	\$15.07	
		04/18/24	11HV-71HJ-6D41	OFFICE SUPPLIES	\$15.40	
		04/18/24	1CP4-FT3N-KTDQ	OFFICE SUPPLIES	\$337.86	
	<b>3</b>					<b>\$2,520.35</b>
	AT&T	000011122	04/11/24	000021458636	9391037304	\$308.86
			04/11/24	000021164065	9391037304	\$307.82
04/11/24			000021020251	9391037304	\$307.82	
000011199		04/18/24	000021504452	9391061444 3.1 - 3.31	\$396.84	
		04/18/24	000021503594	9391055284 3.1 - 3.31	\$4,308.52	
000011200		04/18/24	3392630779870 9424	339 263-07798709 4/1 - 4/30	\$1,523.75	
000011249		04/25/24	263-0779 8709 APRIL2	AT&T FEES	\$310.78	
<b>4</b>					<b>\$7,464.39</b>	
CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES	000011202	04/18/24	00060	Req: 6217	\$10,000.00	
<b>1</b>					<b>\$10,000.00</b>	
CLEAN DIESEL SPECIALISTS SO CAL, INC.	000011087	04/04/24	4-112973	FLEET SERVICES	\$617.62	
	000011143	04/11/24	3-113137	FLEET SERVICES	\$1,348.18	
<b>2</b>					<b>\$1,965.80</b>	

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
COSTA MESA LOCK & KEY	000011090	04/04/24	0000091193	LOCKS	\$691.89
	000011144	04/11/24	0000091224	LOCKS	\$498.89
	<b>2</b>				<b>\$1,190.78</b>
DION & SONS, INC	000011091	04/04/24	826705	FUEL	\$3,775.02
	<b>1</b>				<b>\$3,775.02</b>
ELITE EQUIPMENT	000011206	04/18/24	50023	EQUIPMENT REPAIRS	\$3,259.00
		04/18/24	49007	EQUIPMENT REPAIR	\$3,129.76
		04/18/24	50024	EQUIPMENT REPAIR	\$3,543.81
	000011253	04/25/24	50114	REPAIRS	\$310.62
		04/25/24	47949	REPAIRS	\$1,665.88
		04/25/24	50113	REPAIRS	\$447.09
		04/25/24	50115	REPAIRS	\$1,461.79
		04/25/24	50116	REPAIRS	\$738.55
	<b>2</b>				<b>\$14,556.50</b>
	EMISSION COMPLIANT CONTROLS CORP	000011092	04/04/24	PS05928	MACHINE PARTS
<b>1</b>				<b>\$7,872.06</b>	
FEDERAL EXPRESS CORPORATION	000011094	04/04/24	8-438-16649	SHIPPING	\$183.15
		04/04/24	8-387-60536	SHIPPING	\$183.37
		04/04/24	8-402-59779	SHIPPING	\$100.83
	000011207	04/18/24	8-451-78093	SHIPPING	\$279.02
	000011254	04/25/24	8-459-12823	SHIPPING	\$125.81
		04/25/24	8-466-60081	SHIPPING	\$44.13
		04/25/24	9-670-76010	SHIPPING	\$21.10
<b>3</b>				<b>\$937.41</b>	
GRAINGER	000011096	04/04/24	9027091488	SAFETY SUPPLIES	\$223.80
		04/04/24	9055924550	SMALL MACHINE PARTS	\$265.05
		04/04/24	9048700331	SAFETY SUPPLIES	\$55.81
	000011209	04/18/24	9071806096	SUPPLIES	\$3,196.39
<b>2</b>				<b>\$3,741.05</b>	
HACH COMPANY	000011210	04/18/24	13922370	SUPPLIES	\$435.05
	<b>1</b>				<b>\$435.05</b>
HELPMATES STAFFING SERVICES	000011151	04/11/24	000460773	TEMPORARY STAFF	\$1,137.00
		04/11/24	000461548	FINANCE TEMP	\$1,137.00

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
HELPMATES STAFFING SERVICES	000011211	04/18/24	000462319	TEMP HELP	\$1,137.00
	2				\$3,411.00
LEWIS CONSULTING GROUP	000011155	04/11/24	2024-105	CONSULTANT SERVICES	\$4,000.00
	1				\$4,000.00
MEYERS NAVE, A PROFESSIONAL CORPORATION	000011263	04/25/24	211364	LEGAL FEES	\$6,206.30
		04/25/24	212456	SERVICE THROUGH NOVEMBER	\$13,471.38
	1				\$19,677.68
PINE ENVIRONMENTAL	000011265	04/25/24	US1-240017448	M18-100 - SOUND LEVEL METER	\$115.30
	1				\$115.30
SHERWIN WILLIAMS COMPANY	000011107	04/04/24	2953-0	PAINT	\$211.86
	1				\$211.86
STIVERS & ASSOCIATES INC.	000011166	04/11/24	12-1123	WET LAB UPGRADES	\$450.00
	1				\$450.00
THE HOME DEPOT COMMERCIAL ACCT	000011152	04/11/24	1915_032824	HOME DEPOT	\$3,130.79
	1				\$3,130.79
UNITED INTERIORS	000011171	04/11/24	6722	INTERIOR DESIGN SERVICES	\$4,468.71
	1				\$4,468.71
VFS FIRE & SECURITY SERVICES	000011232	04/18/24	41037	QUARTERLY INSPECTION	\$250.00
	1				\$250.00
VONAGE HOLDINGS CORPORATION	000011233	04/18/24	2301339	BILLING 4.1.24 - 4.30/24	\$12,864.91
	1				\$12,864.91
WESTBOUND COMMUNICATIONS	000011234	04/18/24	5437	DIGITAL CONSULTING	\$6,626.94
	1				\$6,626.94
<b>Total VARIOUS</b>	<b>34</b>				<b>\$109,665.60</b>
<b>WATER SUPPLY</b>					
AIRGAS USA LLC	000011196	04/18/24	5507162418	MARCH RENTAL	\$74.76
	1				\$74.76
FISHER SCIENTIFIC COMPANY	000011118	04/04/24	6138349	SUPPLIES	\$1,912.97
	1				\$1,912.97
HARRINGTON INDUSTRIAL PLASTICS	000011257	04/25/24	002R7093	REPAIRS	\$3,548.76

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
<b>1</b>					<b>\$3,548.76</b>
HILL BROTHERS CHEMICAL CO.	000011097	04/04/24	INV114144	AMMONIA	\$4,088.16
		04/04/24	INV101666	AMMONIA	\$4,432.75
		04/04/24	INV106642	AMMONIA	\$2,452.55
<b>1</b>					<b>\$10,973.46</b>
OCWD	0195764	04/03/24	26335	MARCH 24 GAP	\$16,732.60
<b>1</b>					<b>\$16,732.60</b>
SEPARATION PROCESSES, INC	000011106	04/04/24	11044	OPERATIONS SUPPORT	\$2,549.94
	000011164	04/11/24	11060	OPERATIONS SUPPORT	\$2,592.15
<b>2</b>					<b>\$5,142.09</b>
UNITED WATERWORKS INC.	000011110	04/04/24	S100129050.001	OPERATIONS SUPPLIES	\$10,581.52
		04/04/24	S100128491.001	OPERATIONS SUPPLIES	\$4,886.46
		04/04/24	S100127855.001	OPERATIONS SUPPLIES	\$5,812.92
		04/04/24	S100128816.001	OPERATIONS SUPPLIES	\$5,679.77
	04/04/24	S100128884.001	OPERATIONS SUPPLIES	\$1,906.91	
	000011173	04/11/24	S100129544.001	OPERATIONS SUPPLIES	\$227.29
		04/11/24	S100119536.012	OPERATIONS SUPPLIES	\$3,542.64
<b>2</b>					<b>\$32,637.51</b>
<b>Total WATER SUPPLY</b>					<b>\$71,022.15</b>
<b>WATER SYSTEM</b>					
EWLES MATERIALS INC	000011093	04/04/24	483637	BOBTAIL DUMP	\$1,200.00
	000011271	04/25/24	485016	BOBTAIL DUMP	\$1,200.00
		04/25/24	485898	BOBTAIL DUMP	\$1,200.00
		04/25/24	481780	BOBTAIL DUMP	\$900.00
		04/25/24	485481	BOBTAIL DUMP	\$600.00
		04/25/24	480704	BOBTAIL DUMP	\$1,200.00
<b>2</b>					<b>\$6,300.00</b>
IRVINE PIPE & SUPPLY	000011259	04/25/24	S117720099.001	SUPPLIES	\$52.14
		04/25/24	S117741234.001	SUPPLIES	\$782.92
<b>1</b>					<b>\$835.06</b>

# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
LARRY'S BUILDING MATERIALS	000011215	04/18/24	SA-18111	SUPPLIES	\$144.21
		04/18/24	SA-18164	SUPPLIES	\$42.06
		04/18/24	SA-18165	SUPPLIES	\$42.06
		04/18/24	SA-18192	SUPPLIES	\$346.43
		04/18/24	SA-17996	SUPPLIES	\$33.21
		04/18/24	S-18190	SUPPLIES	\$116.68
		04/18/24	SA-17957	SUPPLIES	\$129.79
		04/18/24	SA-18095	SUPPLIES	\$4.15
		04/18/24	SA-17849	SUPPLIES	\$180.70
		04/18/24	SA-17995	SUPPLIES	\$121.10
<b>1</b>					<b>\$1,160.39</b>
LINDE GAS & EQUIPMENT INC.	000011157	04/11/24	41244632	WELDING TANKS REFIL	\$278.22
		04/11/24	40636074	WELDING TANK REFIL	\$278.22
<b>1</b>					<b>\$556.44</b>
OMAR & SON'S TRUCKING	000011102	04/04/24	9645	TRUCKING SERVICES	\$5,940.00
<b>1</b>					<b>\$5,940.00</b>
SOUTH COAST A.Q.M.D.	000011243	04/19/24	4321258	AQMD FEE 7.23 - 6.24	\$251.11
		04/19/24	4312600	FLAT FEE - LAST YR EMISSIONS	\$160.35
<b>1</b>					<b>\$411.46</b>
UNDERGROUND SERVICE ALERT/SC	000011170	04/11/24	23-2425093	EXCAVATION COORDINATION	\$223.78
		04/11/24	320240442	EXCAVATION COORDINATION	\$535.00
<b>1</b>					<b>\$758.78</b>
VULCAN MATERIALS	000011111	04/04/24	73949682	PAVING MATERIALS	\$904.59
		04/04/24	73949681	PAVING MATERIALS	\$427.15
		04/04/24	73947066	PAVING MATERIALS	\$343.06
		04/04/24	73926444	PAVING MATERIALS	\$185.27
		04/04/24	73926443	PAVING MATERIALS	\$286.78
	000011175	04/11/24	73896974	PAVING MATERIALS	\$525.58
		04/11/24	73935557	PAVING MATERIALS	\$287.88
		04/11/24	73884773	PAVING MATERIALS	\$850.21
		04/11/24	73933360	PAVING MATERIALS	\$238.23
		04/11/24	73939903	PAVING MATERIALS	\$321.03



# Payment Listing by Class

4/1/2024 - 4/30/2024

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
	2				\$4,369.78
WEST COAST SAND & GRAVEL	000011178	04/11/24	709663	ROAD BASE	\$897.71
	000011235	04/18/24	701472	ROAD BASE	\$872.52
	2				\$1,770.23
<b>Total WATER SYSTEM</b>	<b>12</b>				<b>\$22,102.14</b>
<b>Total Payments (All)</b>	<b>257</b>				<b>\$1,838,052.52</b>



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: May 22, 2024  
SUBJECT: Monthly Financial Reports

---

### RECOMMENDATION

Receive and file the Monthly Financial Reports.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

The attached Treasurer's status reports reflect the performance of Mesa Water's cash and investment accounts.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

Attachment A: Monthly Treasurer's Status Report on Investments as of 4/30/24  
Attachment B: Monthly Treasurer's Status Report on Investments as of 3/31/24

**Mesa Water District**  
**Monthly Treasurer's Status Report on Investments**  
**4/30/2024**



Investments are in compliance with the Investment Policy adopted as Resolution 1575 of the Mesa Water District Board of Directors. The liquidity of investments will meet cash flow needs for the next six months except under unforeseen catastrophic circumstances.

<b>INVESTMENTS</b>	<b>YTM@Cost</b>	<b>Cost Value</b>	<b>Market Value</b>	<b>Maturity Date</b>	<b>Days to Maturity</b>	<b>% of Portfolio</b>	<b>Policy % Limit</b>
Local Agency Investment Fund (LAIF)	4.72%	1,146.49	1,146.49	Liquid	1	0.01%	No Limit
Orange County Investment Pool (OCIP)	4.32%	16,076.52	16,076.52	Liquid	1	0.07%	No Limit
Miscellaneous Cash (Petty, Emergency, etc.)	0.00%	14,000.00	14,000.00	Liquid	1	0.06%	N/A
<b>US Bank Custody Account</b>							
Negotiable Certificate of Deposit	1.46%	6,956,000.00	6,692,530.90	Various	488	29.20%	30.00%
US Agency Bonds	0.82%	9,298,908.66	8,690,429.65	Various	605	37.90%	No Limit
US Treasury Bonds	0.61%	991,055.86	931,755.00	Various	560	4.06%	No Limit
<b>Sub Total / Average</b>	<b>1.07%</b>	<b>17,245,964.52</b>	<b>16,314,715.55</b>		<b>554</b>		
<b>US Bank Custody Account</b>							
Pacific Premier Bank	4.93%	530,549.45	530,549.45	Liquid	1	2.31%	No Limit
Pacific Premier Bank	1.25%	6,050,550.87	6,050,550.87	Liquid	1	26.39%	No Limit
<b>Total / Average</b>	<b>1.21%</b>	<b>\$ 23,858,287.85</b>	<b>\$ 22,927,038.88</b>		<b>395</b>	<b>100.00%</b>	

<b>PARS OPEB &amp; PENSION TRUS</b>	<b>Monthly Rate of Return</b>	<b>Cost Value</b>	<b>Market Value</b>
Public Agency Retirement Services (PARS)			
Capital Appreciation HighMark PLUS Fund			
OPEB	-3.42%	\$ 2,127,535.83	\$ 2,320,732.10
Pension Trust	-3.41%	\$ 13,333,660.42	\$ 14,888,434.14
		<b>\$ 15,461,196.25</b>	<b>\$ 17,209,166.24</b>

**PARS OPEB & Pension Trust Benchmark | S & P 500 Index**  
1 Month | - 4.16 %

<b>RISK RETENTION CORPORATION</b>	<b>Monthly Rate of Return</b>	<b>Balance</b>
Pacific Premier Bank	N/A	\$ 84,729.10

**California | Local Government Investment Pools**

**(1) Local Agency Investment Fund | LAIF** includes funds designated for allocation of working capital cash to reserves, working capital cash and advances for construction. LAIF market value on Monthly Treasurer's Status Report on Investments for months between quarters is the dollar amount invested times the fair market value Fair Value factor of prior quarter end. The general ledger LAIF carrying value reflects market value (unrealized gains and losses) only at fiscal year end. LAIF provides the Fair Value factor as of March 31, June 30, September 30 and December 31 each year. LAIF market value on this report is based on the March 2024 Fair Value Factor of 0.994191267.

**(2) Orange County Treasurer's Investment Pool | OCIP** - The 2024 Net Asset Value Factor is estimated at 1.00, and the interest rate is the Monthly Net Yield.

**Weighted Average Return**

Mesa Water® Funds | 1.21 %  
Benchmark: 3 Month Treasury Bill - April 2024 | 5.44 %

**Weighted Average Maturity**

Years | 1.08 Days | 395

\*OCIP Monthly Statement not available at reporting deadline; March data is published.

\*OCIP Monthly Net Yield not available at reporting deadline; March data is published.

Mesa Water District  
Transactions Summary  
Monthly Treasurer's Status Report - Investment Activity  
Group By: Action  
Portfolio / Report Group: US Bank | Custodian - Fixed  
Begin Date: 03/31/2024, End Date: 04/30/2024

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Interest</b>								
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	4/1/2024	2/10/2026	0.00	0.00	105.74	105.74
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	4/2/2024	6/2/2025	0.00	0.00	158.61	158.61
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	4/8/2024	5/8/2025	0.00	0.00	200.91	200.91
Farm Bureau Bank NV 0.25 7/9/2024	307660LK4	0.000	4/9/2024	7/9/2024	0.00	0.00	52.87	52.87
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	4/15/2024	7/15/2025	0.00	0.00	126.89	126.89
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	4/16/2024	12/16/2026	0.00	0.00	845.92	845.92
Sallie Mae Bank UT 1.9 10/16/2024	7954504P7	0.000	4/16/2024	10/16/2024	0.00	0.00	2,352.93	2,352.93
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	4/18/2024	12/18/2025	0.00	0.00	126.89	126.89
Garnett State Bank 1.7 11/19/2024	366526AW1	0.000	4/19/2024	11/19/2024	0.00	0.00	359.52	359.52
FHLB 3 4/21/2027-23	3130ARJF9	0.000	4/21/2024	4/21/2027	0.00	0.00	3,750.00	3,750.00
Citizens State Bank 1.7 11/22/2024	176688CR8	0.000	4/22/2024	11/22/2024	0.00	0.00	359.52	359.52
Celtic Bank UT 1.65 10/23/2024	15118RSV0	0.000	4/23/2024	10/23/2024	0.00	0.00	348.94	348.94
Eaglebank MD 2.5 5/24/2024	27002YEN2	0.000	4/24/2024	5/24/2024	0.00	0.00	528.70	528.70
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	4/25/2024	8/25/2026	0.00	0.00	200.91	200.91
FHLMC 0.8 10/27/2026-21	3134GW4C7	0.000	4/27/2024	10/27/2026	0.00	0.00	1,000.00	1,000.00
FHLMC 0.65 10/27/2025-21	3134GW5R3	0.000	4/27/2024	10/27/2025	0.00	0.00	1,218.75	1,218.75
FHLB 3.125 10/29/2026-24	3130ARUF6	0.000	4/29/2024	10/29/2026	0.00	0.00	3,906.25	3,906.25
Enerbank UT 1.15 4/29/2024	29278TNY2	0.000	4/29/2024	4/29/2024	0.00	0.00	243.20	243.20
FHLMC 0.45 10/29/2025-21	3134GW3J3	0.000	4/29/2024	10/29/2025	0.00	0.00	562.50	562.50
FHLMC 1.03 4/29/2026-22	3130ALZM9	0.000	4/29/2024	4/29/2026	0.00	0.00	1,287.50	1,287.50
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	4/30/2024	1/31/2028	0.00	0.00	900.49	900.49
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	4/30/2024	12/30/2027	0.00	0.00	1,021.56	1,021.56
T-Note 0.375 4/30/2025	912828ZL7	0.000	4/30/2024	4/30/2025	0.00	0.00	468.75	468.75
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	4/30/2024	3/31/2025	0.00	0.00	63.44	63.44
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	0.000	4/30/2024	1/30/2025	0.00	0.00	83.91	83.91
Flagstar Bank MI 1.25 4/30/2025	33847E3A3	0.000	4/30/2024	4/30/2025	0.00	0.00	1,554.25	1,554.25
First Freedom Bank 1.1 4/30/2024	32027BAM9	0.000	4/30/2024	4/30/2024	0.00	0.00	232.63	232.63
<b>Sub Total / Average Interest</b>					<b>0.00</b>	<b>0.00</b>	<b>22,061.58</b>	<b>22,061.58</b>
<b>Matured</b>								
Enerbank UT 1.15 4/29/2024	29278TNY2	0.000	4/29/2024	4/29/2024	249,000.00	249,000.00	0.00	249,000.00
First Freedom Bank 1.1 4/30/2024	32027BAM9	0.000	4/30/2024	4/30/2024	249,000.00	249,000.00	0.00	249,000.00
<b>Sub Total / Average Matured</b>					<b>498,000.00</b>	<b>498,000.00</b>	<b>0.00</b>	<b>498,000.00</b>

Mesa Water District  
Portfolio Holdings  
Compliance Report | Investment Policy - Detail  
Report Format: By Transaction  
Group By: Asset Category  
Average By: Market Value  
Portfolio / Report Group: Report Group | Treasurer's Report  
As of 4/30/2024

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
<b>01. LAIF   Policy - 75M Per Account</b>									
LAIF LGIP	LGIP0012	6/30/2010	4.272	1,146.49	1,146.49	1,146.49	N/A	1	0.01
<b>Sub Total / Average 01. LAIF   Policy - 75M Per Account</b>			<b>4.272</b>	<b>1,146.49</b>	<b>1,146.49</b>	<b>1,146.49</b>		<b>1</b>	<b>0.01</b>
<b>02. Orange County LGIP - OCIP   Policy - No Limit</b>									
Orange County Investment Pool LGIP	LGIP9LC	9/30/2011	4.320	16,076.52	16,076.52	16,076.52	N/A	1	0.07
<b>Sub Total / Average 02. Orange County LGIP - OCIP   Policy - No Limit</b>			<b>4.320</b>	<b>16,076.52</b>	<b>16,076.52</b>	<b>16,076.52</b>		<b>1</b>	<b>0.07</b>
<b>03. Miscellaneous Cash ( Petty   Emergency )</b>									
Miscellaneous Cash	CASH	6/30/2015	0.000	14,000.00	14,000.00	14,000.00	N/A	1	0.06
<b>Sub Total / Average 03. Miscellaneous Cash ( Petty   Emergency )</b>			<b>0.000</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>14,000.00</b>		<b>1</b>	<b>0.06</b>
<b>04. Negotiable CD30%</b>									
Capital One VA 2.65 5/22/2024	14042RPL4	5/22/2019	2.650	246,000.00	246,000.00	245,569.50	5/22/2024	22	1.07
Eaglebank MD 2.5 5/24/2024	27002YEN2	5/24/2019	2.500	249,000.00	249,000.00	248,541.84	5/24/2024	24	1.08
Farm Bureau Bank NV 0.25 7/9/2024	307660LK4	10/9/2020	0.250	249,000.00	249,000.00	246,589.68	7/9/2024	70	1.08
Luana Savings Bank IA 0.2 8/19/2024	549104WN3	2/19/2021	0.200	249,000.00	249,000.00	245,118.09	8/19/2024	111	1.07
Synchrony Bank UT 0.55 9/3/2024	87164WA73	9/3/2021	0.550	249,000.00	249,000.00	244,956.24	9/3/2024	126	1.07
Sallie Mae Bank UT 1.9 10/16/2024	7954504P7	10/17/2019	1.900	247,000.00	247,000.00	243,077.64	10/16/2024	169	1.06
Celtic Bank UT 1.65 10/23/2024	15118RSV0	10/23/2019	1.650	249,000.00	249,000.00	244,659.93	10/23/2024	176	1.07
Garnett State Bank 1.7 11/19/2024	366526AW1	11/19/2019	1.700	249,000.00	249,000.00	244,112.13	11/19/2024	203	1.06
Citizens State Bank 1.7 11/22/2024	176688CR8	11/22/2019	1.700	249,000.00	249,000.00	244,042.41	11/22/2024	206	1.06
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	8/3/2021	0.400	247,000.00	247,000.00	238,209.27	1/30/2025	275	1.04
BMO Harris Bank IL 0.5 3/28/2025-20	05600XAY6	9/28/2020	0.500	249,000.00	249,000.00	238,641.60	3/28/2025	332	1.04
Baycoast Bank MA 0.9 3/31/2025	072727BG4	3/31/2020	0.900	248,000.00	248,000.00	238,504.08	3/31/2025	335	1.04
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	9/30/2020	0.300	249,000.00	249,000.00	238,106.25	3/31/2025	335	1.04
Flagstar Bank MI 1.25 4/30/2025	33847E3A3	4/30/2020	1.250	248,000.00	248,000.00	238,690.08	4/30/2025	365	1.04
Apex Bank TN 0.95 5/8/2025	03753XBK5	5/8/2020	0.950	249,000.00	249,000.00	238,616.70	5/8/2025	373	1.04
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	6/2/2020	0.750	249,000.00	249,000.00	237,461.34	6/2/2025	398	1.04
Medallion Bank UT 0.6 7/15/2025	58404DHM6	7/15/2020	0.600	249,000.00	249,000.00	235,855.29	7/15/2025	441	1.03

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
BMW Bank UT 0.5 9/25/2025	05580AXF6	9/25/2020	0.500	249,000.00	249,000.00	233,641.68	9/25/2025	513	1.02
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	12/18/2020	0.600	249,000.00	249,000.00	231,696.99	12/18/2025	597	1.01
JPMorgan Chase OH 0.5 12/29/2025-21	48128UUZ0	12/29/2020	0.500	249,000.00	249,000.00	231,146.70	12/29/2025	608	1.01
Live Oak Banking NC 0.5 2/10/2026	538036NE0	2/10/2021	0.500	249,000.00	249,000.00	229,891.74	2/10/2026	651	1.00
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	7/29/2021	0.950	248,000.00	248,000.00	227,215.12	7/29/2026	820	0.99
UBS Bank UT 0.95 8/25/2026	90348JS50	8/25/2021	0.950	249,000.00	249,000.00	227,414.19	8/25/2026	847	0.99
Capital One Bank VA 1.1 11/17/2026	14042TDW4	11/17/2021	1.100	248,000.00	248,000.00	225,870.96	11/17/2026	931	0.99
Evergreen Bank IL 4 12/16/2026	300185LF0	12/16/2022	4.000	249,000.00	249,000.00	243,803.37	12/16/2026	960	1.06
Discover Bank3.4 7/6/2027	254673L38	7/6/2022	3.400	245,000.00	245,000.00	235,271.05	7/6/2027	1,162	1.03
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	12/30/2022	4.850	248,000.00	248,000.00	249,279.68	12/30/2027	1,339	1.09
Signature Federal CR 4.4 1/31/2028	82671DAB3	1/31/2023	4.400	249,000.00	249,000.00	246,547.35	1/31/2028	1,371	1.08
<b>Sub Total / Average 04. Negotiable CD30%</b>			<b>1.463</b>	<b>6,956,000.00</b>	<b>6,956,000.00</b>	<b>6,692,530.90</b>		<b>488</b>	<b>29.19</b>

#### 05. US Agency - No Limit

FFCB 0.3 11/12/2024-21	3133EMQQ8	3/2/2021	0.356	250,000.00	249,487.50	243,592.50	11/12/2024	196	1.06
FFCB 0.32 2/3/2025-21	3133EMPV8	2/5/2021	0.305	250,000.00	250,148.18	240,892.50	2/3/2025	279	1.05
FHLB 0.625 2/24/2025-22	3130ANQ86	8/24/2021	0.510	250,000.00	250,996.00	240,790.00	2/24/2025	300	1.05
FHLB 0.5 3/10/2025-21	3130ALDZ4	3/24/2021	0.500	250,000.00	250,000.00	240,007.50	3/10/2025	314	1.05
FHLMC 0.7 5/13/2025-21	3134GVSY5	5/13/2020	0.635	500,000.00	501,600.00	477,000.00	5/13/2025	378	2.08
FFCB 0.6 6/16/2025-22	3133EMH47	6/17/2021	0.530	250,000.00	250,687.50	237,545.00	6/16/2025	412	1.04
FNMA 0.6 7/29/2025-22	3136G4D75	12/18/2020	0.459	250,000.00	251,610.25	236,255.00	7/29/2025	455	1.03
FNMA 0.5 8/14/2025-23	3135G05S8	4/29/2021	0.606	250,000.00	248,875.00	235,497.50	8/14/2025	471	1.03
FNMA 0.375 8/25/2025	3135G05X7	11/12/2020	0.440	250,000.00	249,231.00	234,835.00	8/25/2025	482	1.02
FFCB 0.53 9/29/2025-21	3133EMBH4	6/17/2021	0.649	500,000.00	497,500.00	468,065.00	9/29/2025	517	2.04
FHLMC 0.4 9/30/2025-21	3134GWVP8	9/30/2020	0.400	250,000.00	250,000.00	233,920.00	9/30/2025	518	1.02
FHLMC 0.65 10/27/2025-21	3134GW5R3	5/25/2021	0.650	375,000.00	375,000.00	350,970.00	10/27/2025	545	1.53
FHLMC 0.45 10/29/2025-21	3134GW3J3	4/22/2021	0.608	250,000.00	248,237.50	233,212.50	10/29/2025	547	1.02
FNMA 0.54 11/3/2025-22	3135GA2G5	10/30/2020	0.459	500,000.00	501,999.50	466,825.00	11/3/2025	552	2.04
FNMA 0.56 11/17/2025-22	3135GA2Z3	11/17/2020	0.540	325,000.00	325,322.73	302,987.75	11/17/2025	566	1.32
FNMA 0.58 11/25/2025-22	3135GA5E7	11/30/2020	0.499	250,000.00	250,983.75	232,905.00	11/25/2025	574	1.02
FFCB 0.47 12/22/2025-22	3133EMLC4	12/22/2020	0.410	250,000.00	250,747.00	231,685.00	12/22/2025	601	1.01
FFCB 0.45 2/2/2026-23	3133EMPD8	3/2/2021	0.730	300,000.00	295,947.00	276,486.00	2/2/2026	643	1.21
FHLB 0.53 2/10/2026	3130AKVW2	8/19/2021	0.667	310,000.00	308,124.50	285,320.90	2/10/2026	651	1.24
FHLB 0.625 2/24/2026-21	3130AL7M0	3/2/2021	0.749	250,000.00	248,487.50	230,072.50	2/24/2026	665	1.00
FFCB 0.8 3/9/2026-23	3133EMSU7	9/24/2021	0.736	250,000.00	250,702.50	230,825.00	3/9/2026	678	1.01
FHLB 0.6 3/10/2026-21	3130ALFX7	3/10/2021	0.743	250,000.00	248,237.50	229,670.00	3/10/2026	679	1.00
FHLB 0.75 3/16/2026-21	3130ALF33	3/24/2021	0.750	250,000.00	250,000.00	230,172.50	3/16/2026	685	1.00
FHLB 0.85 3/30/2026-21	3130ANY79	11/10/2021	0.950	250,000.00	248,927.50	230,440.00	3/30/2026	699	1.01
FHLMC 1.03 4/29/2026-22	3130ALZM9	4/29/2021	0.906	250,000.00	251,507.75	230,392.50	4/29/2026	729	1.00
FHLB 0.875 5/26/2026-21	3130AMHB1	5/28/2021	0.834	250,000.00	250,500.00	228,707.50	5/26/2026	756	1.00

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
FFCB 0.9 6/15/2026-22	3133EMH21	6/17/2021	0.834	250,000.00	250,800.00	228,697.50	6/15/2026	776	1.00
FFCB 0.94 9/28/2026-22	3133EM6E7	9/28/2021	0.869	250,000.00	250,862.50	226,505.00	9/28/2026	881	0.99
FHLMC 0.8 10/27/2026-21	3134GW4C7	11/10/2021	1.065	250,000.00	246,800.00	224,962.50	10/27/2026	910	0.98
FHLB 3.125 10/29/2026-24	3130ARUF6	5/12/2022	3.125	250,000.00	250,000.00	238,320.00	10/29/2026	912	1.04
FFCB 1.46 11/30/2026-23	3133ENFP0	11/30/2021	1.320	250,000.00	251,687.50	228,035.00	11/30/2026	944	0.99
FFCB 1.68 3/10/2027	3133ENRD4	3/17/2022	2.200	250,000.00	243,898.50	228,572.50	3/10/2027	1,044	1.00
FHLB 3 4/21/2027-23	3130ARJF9	4/21/2022	3.000	250,000.00	250,000.00	236,265.00	4/21/2027	1,086	1.03
<b>Sub Total / Average 05. US Agency - No Limit</b>			<b>0.820</b>	<b>9,310,000.00</b>	<b>9,298,908.66</b>	<b>8,690,429.65</b>		<b>605</b>	<b>37.90</b>
<b>06. US Treasury - No Limit</b>									
T-Note 0.375 4/30/2025	912828ZL7	8/19/2021	0.450	250,000.00	249,312.75	238,265.00	4/30/2025	365	1.04
T-Note 0.25 6/30/2025	912828ZW3	4/22/2021	0.515	250,000.00	247,256.86	236,095.00	6/30/2025	426	1.03
T-Note 0.375 1/31/2026	91282CBH3	4/29/2021	0.720	250,000.00	245,973.50	230,362.50	1/31/2026	641	1.00
T-Note 0.625 7/31/2026	91282CCP4	9/24/2021	0.750	250,000.00	248,512.75	227,032.50	7/31/2026	822	0.99
<b>Sub Total / Average 06. US Treasury - No Limit</b>			<b>0.606</b>	<b>1,000,000.00</b>	<b>991,055.86</b>	<b>931,755.00</b>		<b>560</b>	<b>4.06</b>
<b>07. US Bank MM Custody   Policy 50%</b>									
US Bank   Custodian MM	MM65000	7/31/2020	4.930	530,549.45	530,549.45	530,549.45	N/A	1	2.31
<b>Sub Total / Average 07. US Bank MM Custody   Policy 50%</b>			<b>4.930</b>	<b>530,549.45</b>	<b>530,549.45</b>	<b>530,549.45</b>		<b>1</b>	<b>2.31</b>
<b>09. Pacific Premier Bank   Policy - n/a</b>									
Pacific Premier Bank   Checking Cash	MM0831	5/28/2020	1.250	6,050,550.87	6,050,550.87	6,050,550.87	N/A	1	26.39
<b>Sub Total / Average 09. Pacific Premier Bank   Policy - n/a</b>			<b>1.250</b>	<b>6,050,550.87</b>	<b>6,050,550.87</b>	<b>6,050,550.87</b>		<b>1</b>	<b>26.39</b>
<b>Total / Average</b>			<b>1.210</b>	<b>23,878,323.33</b>	<b>23,858,287.85</b>	<b>22,927,038.88</b>		<b>395</b>	<b>100</b>

Mesa Water District  
Portfolio Holdings  
Investment Report | PARS Trust  
Report Format: By CUSIP / Ticker  
Group By: Portfolio Name  
Average By: Market Value  
Portfolio / Report Group: PARS OPEB Trust  
As of 4/30/2024

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
<b>PARS OPEB Trust</b>					
Baird Aggregate Bond Fund	057071854	Mutual Fund	13,323.82	128,303.89	126,043.33
Columbia Contrarian Fund	19766M709	Mutual Fund	5,330.88	146,265.25	183,967.36
DFA Large Cap	233203868	Mutual Fund	5,082.27	125,151.39	137,018.23
Dodge & Cox International	256206103	Mutual Fund	982.74	42,936.30	49,155.21
Dodge & Cox Stock Fund	256219106	Mutual Fund	529.16	104,801.43	131,917.61
Dodge Cox Income	256210105	Mutual Fund	10,118.51	127,468.65	122,838.53
Emerald Growth	317609253	Mutual Fund	4,649.92	107,574.32	114,713.35
Harbor Capital Appreciation	411512528	Mutual Fund	989.16	85,437.23	103,364.62
Hartford Schroders	41665X859	Mutual Fund	7,920.95	135,776.52	127,210.60
iShares Core US Aggregate	464287226	Mutual Fund	981.00	95,437.65	93,420.63
ishares Russell Mid Cap	464287499	Mutual Fund	2,323.00	157,829.39	184,957.26
ishares SP 500 Growth	464287309	Mutual Fund	1,193.00	71,753.84	96,919.32
iShares SP500	464287408	Mutual Fund	381.00	51,181.52	68,118.99
Mainstay MacKay	56063N881	Mutual Fund	4,851.93	24,937.21	24,744.89
MFS International	552746356	Mutual Fund	1,212.47	46,595.61	49,371.33
PGIM Total Return Bond	74440B884	Mutual Fund	10,528.52	138,027.37	122,130.06
Undiscovered	904504479	Mutual Fund	1,422.53	110,960.83	115,067.98
US Bank PARS   OPEB Trust MM	MM4900	Money Market	100,419.88	100,419.88	100,419.88
Vanguard Growth & Income	921913208	Mutual Fund	3,355.35	282,183.00	326,443.13
Vanguard Real Estate	922908553	Mutual Fund	539.00	44,494.55	42,909.79
<b>Sub Total / Average PARS OPEB Trust</b>			<b>176,135.09</b>	<b>2,127,535.83</b>	<b>2,320,732.10</b>
<b>Total / Average</b>			<b>176,135.09</b>	<b>2,127,535.83</b>	<b>2,320,732.10</b>



Mesa Water District  
Transactions Summary  
Monthly Treasurer's Status Report - Investment Activity  
Group By: Action  
Portfolio / Report Group: PARS OPEB Trust  
Begin Date: 03/31/2024, End Date: 04/30/2024

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Buy</b>								
iShares Core US Aggregate	464287226	0.000	4/4/2024	N/A	24.00	2,331.12	0.00	2,331.12
Dodge Cox Income	256210105	0.000	4/5/2024	N/A	275.75	3,400.00	0.00	3,400.00
Hartford Schroders	41665X859	0.000	4/5/2024	N/A	399.754	6,500.00	0.00	6,500.00
DFA Large Cap	233203868	0.000	4/5/2024	N/A	546.705	15,100.00	0.00	15,100.00
Undiscovered	904504479	0.000	4/5/2024	N/A	44.67	3,700.00	0.00	3,700.00
Emerald Growth	317609253	0.000	4/5/2024	N/A	187.50	4,800.00	0.00	4,800.00
Harbor Capital Appreciation	411512528	0.000	4/5/2024	N/A	56.611	6,200.00	0.00	6,200.00
Baird Aggregate Bond Fund	057071854	0.000	4/25/2024	N/A	41.771	394.32	0.00	394.32
Mainstay MacKay	56063N881	0.000	4/30/2024	N/A	26.963	137.51	0.00	137.51
PGIM Total Return Bond	74440B884	0.000	4/30/2024	N/A	42.878	497.38	0.00	497.38
<b>Sub Total / Average Buy</b>					<b>1,646.602</b>	<b>43,060.33</b>	<b>0.00</b>	<b>43,060.33</b>
<b>Dividend</b>								
DFA Large Cap	233203868	0.000	4/1/2024	N/A	0.00	0.00	312.23	312.23
iShares Core US Aggregate	464287226	0.000	4/5/2024	N/A	0.00	0.00	277.76	277.76
Baird Aggregate Bond Fund	057071854	0.000	4/25/2024	N/A	0.00	0.00	394.32	394.32
Mainstay MacKay	56063N881	0.000	4/30/2024	N/A	0.00	0.00	137.51	137.51
PGIM Total Return Bond	74440B884	0.000	4/30/2024	N/A	0.00	0.00	497.38	497.38
<b>Sub Total / Average Dividend</b>					<b>0.00</b>	<b>0.00</b>	<b>1,619.20</b>	<b>1,619.20</b>
<b>Interest</b>								
US Bank PARS   OPEB Trust MM	MM4900	0.000	4/30/2024	N/A	0.00	0.00	0.18	0.18
US Bank PARS   OPEB Trust MM	MM4900	0.000	4/30/2024	N/A	0.00	0.00	410.56	410.56
<b>Sub Total / Average Interest</b>					<b>0.00</b>	<b>0.00</b>	<b>410.74</b>	<b>410.74</b>
<b>Sell</b>								
Vanguard Growth & Income	921913208	0.000	4/4/2024	N/A	6.71	666.84	0.00	666.84
Vanguard Growth & Income	921913208	0.000	4/4/2024	N/A	305.224	30,333.16	0.00	30,333.16
Dodge & Cox Stock Fund	256219106	0.000	4/4/2024	N/A	2.80	709.214	0.00	709.21
Dodge & Cox Stock Fund	256219106	0.000	4/4/2024	N/A	26.972	6,831.754	0.00	6,831.75
Dodge & Cox Stock Fund	256219106	0.000	4/4/2024	N/A	38.529	9,759.033	0.00	9,759.03
<b>Sub Total / Average Sell</b>					<b>380.235</b>	<b>48,300.001</b>	<b>0.00</b>	<b>48,300.00</b>

Mesa Water District  
Transactions Summary  
Monthly Treasurer's Status Report - Investment Activity  
Group By: Action  
Portfolio / Report Group: PARS Pension Trust  
Begin Date: 03/31/2024, End Date: 04/30/2024

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Buy</b>								
Dodge Cox Income	256210105	0.000	4/5/2024	N/A	1,800.487	22,200.00	0.00	22,200.00
Hartford Schroders	41665X859	0.000	4/5/2024	N/A	3,277.983	53,300.00	0.00	53,300.00
DFA Large Cap	233203868	0.000	4/5/2024	N/A	3,479.363	96,100.00	0.00	96,100.00
Undiscovered	904504479	0.000	4/5/2024	N/A	438.247	36,300.00	0.00	36,300.00
Emerald Growth	317609253	0.000	4/5/2024	N/A	1,187.50	30,400.00	0.00	30,400.00
PGIM Total Return Bond	74440B884	0.000	4/5/2024	N/A	1,457.627	17,200.00	0.00	17,200.00
Harbor Capital Appreciation	411512528	0.000	4/5/2024	N/A	359.752	39,400.00	0.00	39,400.00
Baird Aggregate Bond Fund	057071854	0.000	4/25/2024	N/A	267.773	2,527.78	0.00	2,527.78
Mainstay MacKay	56063N881	0.000	4/30/2024	N/A	172.847	881.52	0.00	881.52
<b>Sub Total / Average Buy</b>					<b>12,441.579</b>	<b>298,309.30</b>	<b>0.00</b>	<b>298,309.30</b>
<b>Dividend</b>								
DFA Large Cap	233203868	0.000	4/1/2024	N/A	0.00	0.00	2,003.61	2,003.61
iShares Core US Aggregate	464287226	0.000	4/5/2024	N/A	0.00	0.00	1,780.62	1,780.62
Baird Aggregate Bond Fund	057071854	0.000	4/25/2024	N/A	0.00	0.00	2,527.78	2,527.78
Mainstay MacKay	56063N881	0.000	4/30/2024	N/A	0.00	0.00	881.52	881.52
PGIM Total Return Bond	74440B884	0.000	4/30/2024	N/A	0.00	0.00	3,195.03	3,195.03
<b>Sub Total / Average Dividend</b>					<b>0.00</b>	<b>0.00</b>	<b>10,388.56</b>	<b>10,388.56</b>
<b>Interest</b>								
US Bank PARS   Pension Trust MM	MM4901	0.000	4/30/2024	N/A	0.00	0.00	2,797.73	2,797.73
US Bank PARS   Pension Trust MM	MM4901	0.000	4/30/2024	N/A	0.00	0.00	1.65	1.65
<b>Sub Total / Average Interest</b>					<b>0.00</b>	<b>0.00</b>	<b>2,799.38</b>	<b>2,799.38</b>
<b>Sell</b>								
Vanguard Growth & Income	921913208	0.000	4/4/2024	N/A	2,002.415	199,000.00	0.00	199,000.00
Dodge & Cox Stock Fund	256219106	0.000	4/4/2024	N/A	348.217	88,200.00	0.00	88,200.00
<b>Sub Total / Average Sell</b>					<b>2,350.632</b>	<b>287,200.00</b>	<b>0.00</b>	<b>287,200.00</b>

Mesa Water District  
Portfolio Holdings  
Investment Report | PARS Trust  
Report Format: By CUSIP / Ticker  
Group By: Portfolio Name  
Average By: Market Value  
Portfolio / Report Group: PARS Pension Trust  
As of 4/30/2024

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
<b>PARS Pension Trust</b>					
Baird Aggregate Bond Fund	057071854	Mutual Fund	85,412.76	822,496.26	808,004.70
Columbia Contrarian Fund	19766M709	Mutual Fund	34,198.61	930,009.18	1,180,193.75
DFA Large Cap	233203868	Mutual Fund	32,584.67	796,156.52	878,482.82
Dodge & Cox International	256206103	Mutual Fund	6,304.56	254,376.87	315,353.95
Dodge & Cox Stock Fund	256219106	Mutual Fund	3,394.45	633,118.96	846,229.43
Dodge Cox Income	256210105	Mutual Fund	64,897.35	818,748.27	787,853.85
Emerald Growth	317609253	Mutual Fund	29,823.69	687,867.22	735,750.62
Harbor Capital Appreciation	411512528	Mutual Fund	6,343.86	564,606.41	662,933.25
Hartford Schroders	41665X859	Mutual Fund	50,815.81	873,488.41	816,101.68
iShares Core US Aggregate	464287226	Mutual Fund	6,135.00	596,874.15	584,236.05
ishares Russell Mid Cap	464287499	Mutual Fund	14,903.00	834,388.71	1,186,576.86
ishares SP 500 Growth	464287309	Mutual Fund	7,661.00	458,148.65	622,379.64
iShares SP500	464287408	Mutual Fund	2,447.00	322,021.06	437,499.13
Mainstay MacKay	56063N881	Mutual Fund	31,103.50	159,860.81	158,627.80
MFS International	552746356	Mutual Fund	7,777.68	277,492.73	316,707.08
PGIM Total Return Bond	74440B884	Mutual Fund	67,748.76	907,364.06	785,885.63
Undiscovered	904504479	Mutual Fund	9,118.25	700,142.46	737,574.75
US Bank PARS   Pension Trust MM	MM4901	Money Market	659,553.73	659,553.73	659,553.73
Vanguard Growth & Income	921913208	Mutual Fund	21,512.59	1,750,943.68	2,092,959.21
Vanguard Real Estate	922908553	Mutual Fund	3,461.00	286,002.28	275,530.21
<b>Sub Total / Average PARS Pension Trust</b>			<b>1,145,197.27</b>	<b>13,333,660.42</b>	<b>14,888,434.14</b>
<b>Total / Average</b>			<b>1,145,197.27</b>	<b>13,333,660.42</b>	<b>14,888,434.14</b>

**Mesa Water District**  
**Quarterly Treasurer's Report on Investments**  
**As of 03/31/2024**



Investments are in compliance with the Investment Policy adopted as Resolution 1575 of the Mesa Water District Board of Directors. The liquidity of investments will meet cash flow needs for the next six months except under unforeseen catastrophic circumstances.

INVESTMENTS	Maturity Date	Days to Maturity	Yield to Maturity @ Cost	Cost Value	% of Portfolio	Policy % Limit	Market Value	Interest Year to Date	Notes
Local Agency Investment Fund (LAIF)	Liquid	1	4.32%	1,134.37	0.01%	No Limit	1,134.37	29.99	1,4
Orange County Investment Pool (OCIP) *	Liquid	1	4.50%	16,076.52	0.08%	No Limit	16,076.52	6,629.21	1,6
Miscellaneous (Petty Cash, Emergency Cash, etc.)	Liquid	1	0.00%	14,000.00	0.07%	N/A	14,000.00	0.00	
US Bank Custody Account									2,5
Negotiable Certificate of Deposit	Various	486	1.44%	7,454,000.00	33.93%	30.00%	7,181,597.96	112,982.79	
US Agency Bonds	Various	635	0.82%	9,298,908.66	41.12%	No Limit	8,705,976.35	78,804.52	
US Treasury Bonds	Various	591	0.61%	991,055.86	4.41%	No Limit	933,585.00	7,160.98	
<b>Sub Total / Average</b>		<b>569</b>	<b>1.08%</b>	<b>17,743,964.52</b>			<b>16,821,159.31</b>	<b>198,948.29</b>	
US Bank Custody Account	Liquid	1	4.93%	6,306.54	0.03%	No Limit	6,306.54	33,677.55	
Pacific Premier Bank	Liquid	1	1.25%	4,307,398.99	20.35%	No Limit	4,307,398.99	0.00	1,3
<b>Total   Average</b>		<b>452</b>	<b>1.11%</b>	<b>\$22,088,880.94</b>	<b>100.00%</b>		<b>\$21,166,075.73</b>	<b>\$239,285.04</b>	

PARS OPEB & Pension Trust	1 Month Rate of Return	3 Month Rate of Return	Cost Value	Market Value
Public Agency Retirement Services (PARS)				
Capital Appreciation HighMark PLUS Fund				
OPEB	2.76%	6.34%	2,115,800.03	2,406,913.19
Pension Trust	2.75%	6.34%	13,266,308.01	15,420,521.36
<b>Benchmark - S &amp; P 500 Index</b>			<b>15,382,108.04</b>	<b>17,827,434.55</b>

1 Month | 3.06 % 3 Month | 10.68 % 1 YEAR | 32.11 %

**Sources of Market Value Valuation - Account Statements**

LAIF, OCIP & US Bank

**Local Agency Investment Fund (LAIF)**

District LAIF includes the funds designated for advances; construction, customer deposits, working capital cash and monies to pay COP principal/interest payments.

**Weighted Average Return | 1.11 %**

Benchmark: 3 Month Treasury Bill - March | 5.47 %

**Weighted Average Maturity | 1.2 Years**

Days to Maturity | 452

**Notes**

- The interest or yield shown is for the current month net of fees.
- The interest rate (Yield to Maturity @Cost) shown is the guaranteed annual interest rate for the term of the investment.
- The rate shown is the Earnings Credit Rate. These earnings are applied against bank service charges; no actual monies are received.
- LAIF general ledger carrying value reflects market value (unrealized gains/losses) only at fiscal year end. LAIF only provides the market value participation factor quarterly. The December \*Fair Value Factor is 0.993543131. The yield earned on the Treasurer's Reports does not reflect change in fair market value.
- US Bank Custody Account general ledger carrying value reflects market value (unrealized gains/losses). The Yield earned does not reflect change in fair market value.
- Orange County Investment Pool March 2024 | Net Asset Value is 1.00.

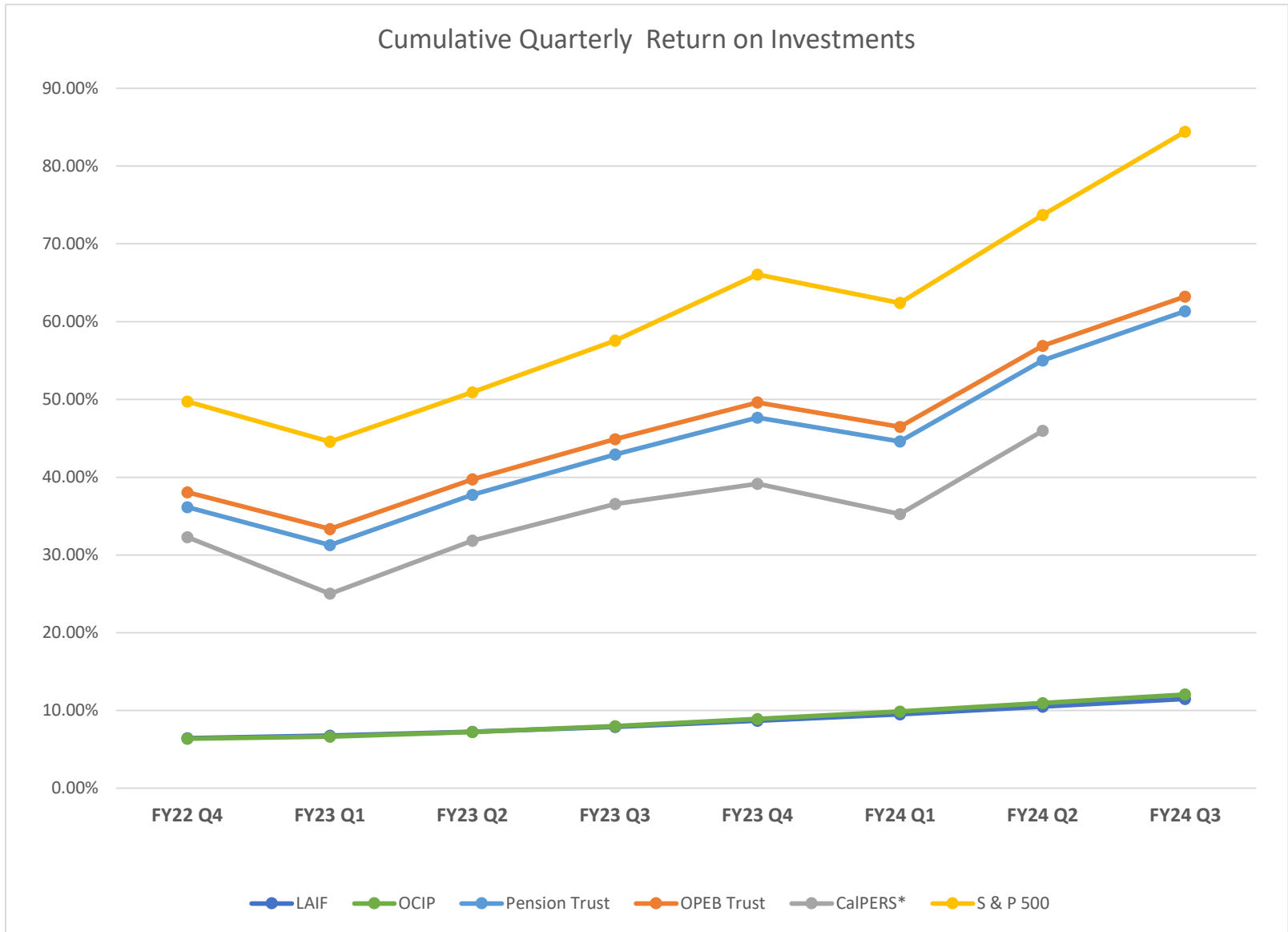
\*LAIF 03/31/2024 Fair Value Factor not available at reporting deadline; previous factor reported.

\*OCIP 03/31/2024 Monthly Yield not available at reporting deadline; previous rate reported.

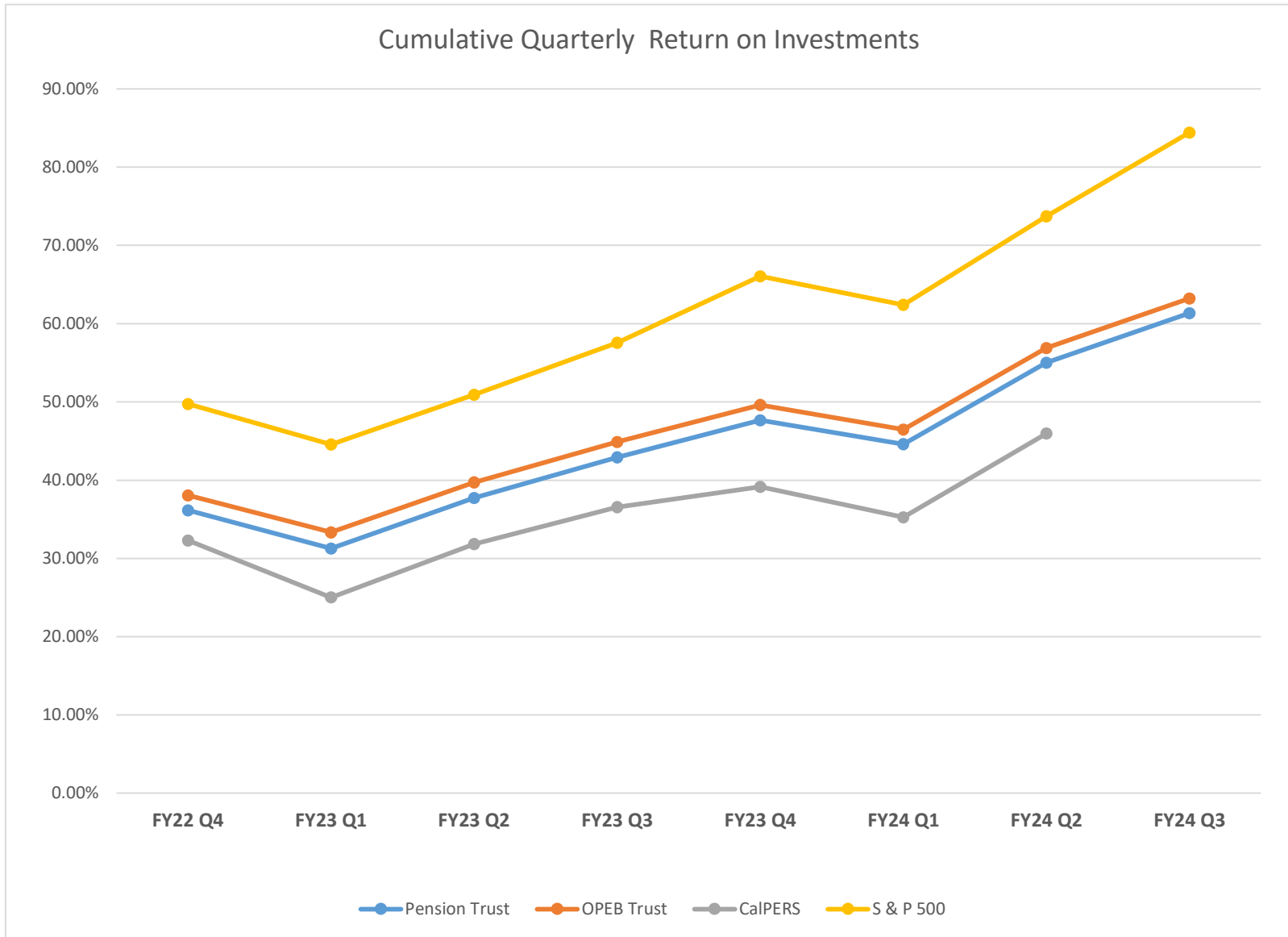
I certify that this report reflects the cash and investments of Mesa Water District and is in conformity with the Government Code requirements and the District Investment Policy/Guidelines in effect at the time of the investment.

*Marwan Khalifa*

Marwan Khalifa, CPA, MBA, District Treasurer



**\* CalPERS FY24 Q3 data was unavailable at time of publishing.**



**\* CalPERS FY24 Q3 data was unavailable at time of publishing.**

Mesa Water District  
Transactions Summary  
Quarterly Treasurer's Status Report - Investment Activity  
Group By: Action  
Portfolio / Report Group: Report Group | Treasurer's Report  
Begin Date: 12/31/2023, End Date: 03/31/2024

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Interest</b>								
Baycoast Bank MA 0.9 3/31/2025	072727BG4	0.000	3/31/2024	3/31/2025	0.00	0.00	1,119.06	1,119.06
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	3/31/2024	1/31/2028	0.00	0.00	930.51	930.51
US Bank   Custodian MM	MM65000	0.000	3/31/2024	N/A	0.00	0.00	2,664.14	2,664.14
FHLMC 0.4 9/30/2025-21	3134GWVP8	0.000	3/30/2024	9/30/2025	0.00	0.00	500.00	500.00
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	3/30/2024	12/30/2027	0.00	0.00	988.60	988.60
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	3/30/2024	3/31/2025	0.00	0.00	61.40	61.40
FHLB 0.85 3/30/2026-21	3130ANY79	0.000	3/30/2024	3/30/2026	0.00	0.00	1,062.50	1,062.50
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	0.000	3/30/2024	1/30/2025	0.00	0.00	81.21	81.21
First Freedom Bank 1.1 4/30/2024	32027BAM9	0.000	3/30/2024	4/30/2024	0.00	0.00	225.12	225.12
FFCB 0.53 9/29/2025-21	3133EMBH4	0.000	3/29/2024	9/29/2025	0.00	0.00	1,325.00	1,325.00
Enerbank UT 1.15 4/29/2024	29278TNY2	0.000	3/29/2024	4/29/2024	0.00	0.00	227.51	227.51
FFCB 0.94 9/28/2026-22	3133EM6E7	0.000	3/28/2024	9/28/2026	0.00	0.00	1,175.00	1,175.00
BMO Harris Bank IL 0.5 3/28/2025-20	05600XAY6	0.000	3/28/2024	3/28/2025	0.00	0.00	310.40	310.40
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	3/25/2024	8/25/2026	0.00	0.00	187.94	187.94
BMW Bank UT 0.5 9/25/2025	05580AXF6	0.000	3/25/2024	9/25/2025	0.00	0.00	620.79	620.79
Eaglebank MD 2.5 5/24/2024	27002YEN2	0.000	3/24/2024	5/24/2024	0.00	0.00	494.59	494.59
Celtic Bank UT 1.65 10/23/2024	15118RSV0	0.000	3/23/2024	10/23/2024	0.00	0.00	326.43	326.43
Citizens State Bank 1.7 11/22/2024	176688CR8	0.000	3/22/2024	11/22/2024	0.00	0.00	336.32	336.32
Garnett State Bank 1.7 11/19/2024	366526AW1	0.000	3/19/2024	11/19/2024	0.00	0.00	336.32	336.32
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	3/18/2024	12/18/2025	0.00	0.00	118.70	118.70
FHLB 0.75 3/16/2026-21	3130ALF33	0.000	3/16/2024	3/16/2026	0.00	0.00	937.50	937.50
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	3/16/2024	12/16/2026	0.00	0.00	791.34	791.34
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	3/15/2024	7/15/2025	0.00	0.00	118.70	118.70
FHLB 0.6 3/10/2026-21	3130ALFX7	0.000	3/10/2024	3/10/2026	0.00	0.00	750.00	750.00
FFCB 1.68 3/10/2027	3133ENRD4	0.000	3/10/2024	3/10/2027	0.00	0.00	2,100.00	2,100.00
FHLB 0.5 3/10/2025-21	3130ALDZ4	0.000	3/10/2024	3/10/2025	0.00	0.00	625.00	625.00
Farm Bureau Bank NV 0.25 7/9/2024	307660LK4	0.000	3/9/2024	7/9/2024	0.00	0.00	49.46	49.46
FFCB 0.8 3/9/2026-23	3133EMSU7	0.000	3/9/2024	3/9/2026	0.00	0.00	1,000.00	1,000.00
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	3/8/2024	5/8/2025	0.00	0.00	187.94	187.94
FFCB 0.43 3/3/2025	3133EMSJ2	0.000	3/3/2024	3/3/2025	0.00	0.00	537.50	537.50
Synchrony Bank UT 0.55 9/3/2024	87164WA73	0.000	3/3/2024	9/3/2024	0.00	0.00	682.87	682.87
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	3/2/2024	6/2/2025	0.00	0.00	148.38	148.38

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	3/1/2024	2/10/2026	0.00	0.00	98.92	98.92
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	2/29/2024	1/31/2028	0.00	0.00	870.48	870.48
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	2/29/2024	12/30/2027	0.00	0.00	988.60	988.60
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	2/29/2024	3/31/2025	0.00	0.00	61.40	61.40
Enerbank UT 1.15 4/29/2024	29278TNY2	0.000	2/29/2024	4/29/2024	0.00	0.00	243.20	243.20
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	0.000	2/29/2024	1/30/2025	0.00	0.00	81.21	81.21
First Freedom Bank 1.1 4/30/2024	32027BAM9	0.000	2/29/2024	4/30/2024	0.00	0.00	225.12	225.12
US Bank   Custodian MM	MM65000	0.000	2/29/2024	N/A	0.00	0.00	9,117.89	9,117.89
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	2/25/2024	8/25/2026	0.00	0.00	200.91	200.91
FNMA 0.375 8/25/2025	3135G05X7	0.000	2/25/2024	8/25/2025	0.00	0.00	468.75	468.75
FHLB 0.625 2/24/2025-22	3130ANQ86	0.000	2/24/2024	2/24/2025	0.00	0.00	781.25	781.25
FHLB 0.625 2/24/2026-21	3130AL7M0	0.000	2/24/2024	2/24/2026	0.00	0.00	781.25	781.25
Eaglebank MD 2.5 5/24/2024	27002YEN2	0.000	2/24/2024	5/24/2024	0.00	0.00	528.70	528.70
Celtic Bank UT 1.65 10/23/2024	15118RSV0	0.000	2/23/2024	10/23/2024	0.00	0.00	348.94	348.94
Citizens State Bank 1.7 11/22/2024	176688CR8	0.000	2/22/2024	11/22/2024	0.00	0.00	359.52	359.52
Orange County Investment Pool LGIP	LGIP9LC	0.000	2/22/2024	N/A	0.00	0.00	55.83	55.83
Garnett State Bank 1.7 11/19/2024	366526AW1	0.000	2/19/2024	11/19/2024	0.00	0.00	359.52	359.52
Luana Savings Bank IA 0.2 8/19/2024	549104WN3	0.000	2/19/2024	8/19/2024	0.00	0.00	251.05	251.05
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	2/18/2024	12/18/2025	0.00	0.00	126.89	126.89
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	2/16/2024	12/16/2026	0.00	0.00	845.92	845.92
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	2/15/2024	7/15/2025	0.00	0.00	126.89	126.89
FNMA 0.5 8/14/2025-23	3135G05S8	0.000	2/14/2024	8/14/2025	0.00	0.00	625.00	625.00
FHLB 0.53 2/10/2026	3130AKWW2	0.000	2/10/2024	2/10/2026	0.00	0.00	821.50	821.50
Farm Bureau Bank NV 0.25 7/9/2024	307660LK4	0.000	2/9/2024	7/9/2024	0.00	0.00	52.87	52.87
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	2/8/2024	5/8/2025	0.00	0.00	200.91	200.91
FFCB 0.32 2/3/2025-21	3133EMPV8	0.000	2/3/2024	2/3/2025	0.00	0.00	400.00	400.00
FFCB 0.45 2/2/2026-23	3133EMPD8	0.000	2/2/2024	2/2/2026	0.00	0.00	675.00	675.00
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	2/2/2024	6/2/2025	0.00	0.00	158.61	158.61
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	2/1/2024	2/10/2026	0.00	0.00	105.74	105.74
Morgan Stanley UT 3.05 1/31/2024	61690UDV9	0.000	1/31/2024	1/31/2024	0.00	0.00	3,782.33	3,782.33
LAIF LGIP	LGIP0012	0.000	1/31/2024	N/A	0.00	0.00	11.28	11.28
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	1/31/2024	1/31/2028	0.00	0.00	930.51	930.51
Orange County Investment Pool LGIP	LGIP9LC	0.000	1/31/2024	N/A	0.00	0.00	3.42	3.42
Orange County Investment Pool LGIP	LGIP9LC	0.000	1/31/2024	N/A	0.00	0.00	54.74	54.74
Morgan Stanley NY 3.05 1/31/2024	61760AVF3	0.000	1/31/2024	1/31/2024	0.00	0.00	3,782.33	3,782.33
T-Note 0.625 7/31/2026	91282CCP4	0.000	1/31/2024	7/31/2026	0.00	0.00	781.25	781.25
T-Note 0.375 1/31/2026	91282CBH3	0.000	1/31/2024	1/31/2026	0.00	0.00	468.75	468.75
US Bank   Custodian MM	MM65000	0.000	1/31/2024	N/A	0.00	0.00	7,689.99	7,689.99
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	1/30/2024	12/30/2027	0.00	0.00	1,021.56	1,021.56
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	1/30/2024	3/31/2025	0.00	0.00	63.44	63.44



Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Bankwell Bank CT 0.35 1/30/2024	06654BCM1	0.000	1/30/2024	1/30/2024	0.00	0.00	439.33	439.33
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	0.000	1/30/2024	1/30/2025	0.00	0.00	83.91	83.91
First Freedom Bank 1.1 4/30/2024	32027BAM9	0.000	1/30/2024	4/30/2024	0.00	0.00	232.63	232.63
FNMA 0.6 7/29/2025-22	3136G4D75	0.000	1/29/2024	7/29/2025	0.00	0.00	750.00	750.00
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	0.000	1/29/2024	7/29/2026	0.00	0.00	1,187.68	1,187.68
Enerbank UT 1.15 4/29/2024	29278TNY2	0.000	1/29/2024	4/29/2024	0.00	0.00	243.20	243.20
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	1/25/2024	8/25/2026	0.00	0.00	200.91	200.91
Eaglebank MD 2.5 5/24/2024	27002YEN2	0.000	1/24/2024	5/24/2024	0.00	0.00	528.70	528.70
Celtic Bank UT 1.65 10/23/2024	15118RSV0	0.000	1/23/2024	10/23/2024	0.00	0.00	348.94	348.94
Citizens State Bank 1.7 11/22/2024	176688CR8	0.000	1/22/2024	11/22/2024	0.00	0.00	359.52	359.52
FFCB 1.32 1/21/2025	3133ENLU2	0.000	1/21/2024	1/21/2025	0.00	0.00	1,650.00	1,650.00
Garnett State Bank 1.7 11/19/2024	366526AW1	0.000	1/19/2024	11/19/2024	0.00	0.00	359.52	359.52
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	1/18/2024	12/18/2025	0.00	0.00	126.89	126.89
Goldman Sachs NY 3.3 1/16/2024	38148P4E4	0.000	1/16/2024	1/16/2024	0.00	0.00	4,075.73	4,075.73
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	1/16/2024	12/16/2026	0.00	0.00	845.92	845.92
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	1/15/2024	7/15/2025	0.00	0.00	126.89	126.89
Farm Bureau Bank NV 0.25 7/9/2024	307660LK4	0.000	1/9/2024	7/9/2024	0.00	0.00	52.87	52.87
FHLMC 0.45 7/8/2024-22	3134GV4S4	0.000	1/8/2024	7/8/2024	0.00	0.00	1,687.50	1,687.50
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	1/8/2024	5/8/2025	0.00	0.00	200.91	200.91
Discover Bank3.4 7/6/2027	254673L38	0.000	1/6/2024	7/6/2027	0.00	0.00	4,199.23	4,199.23
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	1/2/2024	6/2/2025	0.00	0.00	158.61	158.61
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	1/1/2024	2/10/2026	0.00	0.00	105.74	105.74
<b>Sub Total / Average Interest</b>					<b>0.00</b>	<b>0.00</b>	<b>77,536.33</b>	<b>77,536.33</b>
<b>Matured</b>								
Morgan Stanley UT 3.05 1/31/2024	61690UDV9	0.000	1/31/2024	1/31/2024	246,000.00	246,000.00	0.00	246,000.00
Morgan Stanley NY 3.05 1/31/2024	61760AVF3	0.000	1/31/2024	1/31/2024	246,000.00	246,000.00	0.00	246,000.00
Bankwell Bank CT 0.35 1/30/2024	06654BCM1	0.000	1/30/2024	1/30/2024	249,000.00	249,000.00	0.00	249,000.00
Goldman Sachs NY 3.3 1/16/2024	38148P4E4	0.000	1/16/2024	1/16/2024	245,000.00	245,000.00	0.00	245,000.00
<b>Sub Total / Average Matured</b>					<b>986,000.00</b>	<b>986,000.00</b>	<b>0.00</b>	<b>986,000.00</b>
<b>Sell</b>								
T-Note 0.375 4/30/2025	912828ZL7	0.000	3/11/2024	4/30/2025	250,000.00	237,473.00	339.97	237,812.97
FFCB 0.43 3/3/2025	3133EMSJ2	0.000	3/11/2024	3/3/2025	250,000.00	238,772.75	23.89	238,796.64
FHLMC 0.35 9/30/2024-22	3134GWVM5	0.000	3/11/2024	9/30/2024	250,000.00	243,043.50	391.32	243,434.82
FFCB 1.32 1/21/2025	3133ENLU2	0.000	3/11/2024	1/21/2025	250,000.00	241,706.50	458.33	242,164.83
FHLMC 0.5 5/20/2024-22	3134GVXR4	0.000	3/11/2024	5/20/2024	500,000.00	495,135.00	770.83	495,905.83
T-Note 0.25 6/15/2024	91282CCG4	0.000	2/22/2024	6/15/2024	250,000.00	246,050.00	117.83	246,167.83
FHLMC 0.45 7/8/2024-22	3134GV4S4	0.000	2/22/2024	7/8/2024	750,000.00	736,192.50	412.50	736,605.00
<b>Sub Total / Average Sell</b>					<b>2,500,000.00</b>	<b>2,438,373.25</b>	<b>2,514.67</b>	<b>2,440,887.92</b>

Mesa Water District  
Portfolio Holdings  
Compliance Report | Investment Policy - Detail  
Report Format: By Transaction  
Group By: Asset Category  
Average By: Market Value  
Portfolio / Report Group: Report Group | Treasurer's Report  
As of 3/31/2024

Description	CUSIP/Ticker	% of Portfolio	Settlement Date	Maturity Date	Days To Maturity	Face Amount/Shares	Cost Value	Market Value	YTM @ Cost	Security Sector
<b>01. LAIF   Policy - 75M Per Account</b>										
LAIF LGIP	LGIP0012	0.01	6/30/2010	N/A	1	1,134.37	1,134.37	1,134.37	4.232	Local Government Investment Pool
<b>Sub Total / Average 01. LAIF   Policy - 75M Per Account</b>		<b>0.01</b>			<b>1</b>	<b>1,134.37</b>	<b>1,134.37</b>	<b>1,134.37</b>	<b>4.232</b>	
<b>02. Orange County LGIP - OCIP   Policy - No Limit</b>										
Orange County Investment Pool LGIP	LGIP9LC	0.08	9/30/2011	N/A	1	16,076.52	16,076.52	16,076.52	4.498	Local Government Investment Pool
<b>Sub Total / Average 02. Orange County LGIP - OCIP   Policy - No Limit</b>		<b>0.08</b>			<b>1</b>	<b>16,076.52</b>	<b>16,076.52</b>	<b>16,076.52</b>	<b>4.498</b>	
<b>03. Miscellaneous Cash ( Petty   Emergency )</b>										
Miscellaneous Cash	CASH	0.07	6/30/2015	N/A	1	14,000.00	14,000.00	14,000.00	0.000	Cash
<b>Sub Total / Average 03. Miscellaneous Cash ( Petty   Emergency )</b>		<b>0.07</b>			<b>1</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>0.000</b>	
<b>04. Negotiable CD30%</b>										
Enerbank UT 1.15 4/29/2024	29278TNY2	1.17	4/29/2020	4/29/2024	29	249,000.00	249,000.00	248,128.50	1.150	Certificate Of Deposit
First Freedom Bank 1.1 4/30/2024	32027BAM9	1.17	4/30/2020	4/30/2024	30	249,000.00	249,000.00	248,081.19	1.100	Certificate Of Deposit
Capital One VA 2.65 5/22/2024	14042RLP4	1.16	5/22/2019	5/22/2024	52	246,000.00	246,000.00	244,976.64	2.650	Certificate Of Deposit
Eaglebank MD 2.5 5/24/2024	27002YEN2	1.17	5/24/2019	5/24/2024	54	249,000.00	249,000.00	247,886.97	2.500	Certificate Of Deposit
Farm Bureau Bank NV 0.25 7/9/2024	307660LK4	1.16	10/9/2020	7/9/2024	100	249,000.00	249,000.00	245,439.30	0.250	Certificate Of Deposit
Luana Savings Bank IA 0.2 8/19/2024	549104WN3	1.15	2/19/2021	8/19/2024	141	249,000.00	249,000.00	244,017.51	0.200	Certificate Of Deposit
Synchrony Bank UT 0.55 9/3/2024	87164WA73	1.15	9/3/2021	9/3/2024	156	249,000.00	249,000.00	243,960.24	0.550	Certificate Of Deposit
Sallie Mae Bank UT 1.9 10/16/2024	7954504P7	1.15	10/17/2019	10/16/2024	199	247,000.00	247,000.00	242,474.96	1.900	Certificate Of Deposit
Celtic Bank UT 1.65 10/23/2024	15118RSV0	1.15	10/23/2019	10/23/2024	206	249,000.00	249,000.00	243,922.89	1.650	Certificate Of Deposit
Garnett State Bank 1.7 11/19/2024	366526AW1	1.15	11/19/2019	11/19/2024	233	249,000.00	249,000.00	243,419.91	1.700	Certificate Of Deposit
Citizens State Bank 1.7 11/22/2024	176688CR8	1.15	11/22/2019	11/22/2024	236	249,000.00	249,000.00	243,355.17	1.700	Certificate Of Deposit
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	1.12	8/3/2021	1/30/2025	305	247,000.00	247,000.00	237,386.76	0.400	Certificate Of Deposit
BMO Harris Bank IL 0.5 3/28/2025-20	05600XAY6	1.12	9/28/2020	3/28/2025	362	249,000.00	249,000.00	237,949.38	0.500	Certificate Of Deposit
Baycoast Bank MA 0.9 3/31/2025	072727BG4	1.12	3/31/2020	3/31/2025	365	248,000.00	248,000.00	237,921.28	0.900	Certificate Of Deposit
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	1.12	9/30/2020	3/31/2025	365	249,000.00	249,000.00	237,331.86	0.300	Certificate Of Deposit
Flagstar Bank MI 1.25 4/30/2025	33847E3A3	1.12	4/30/2020	4/30/2025	395	248,000.00	248,000.00	238,062.64	1.250	Certificate Of Deposit

Description	CUSIP/Ticker	% of Portfolio	Settlement Date	Maturity Date	Days To Maturity	Face Amount/Shares	Cost Value	Market Value	YTM @ Cost	Security Sector
Apex Bank TN 0.95 5/8/2025	03753XBK5	1.12	5/8/2020	5/8/2025	403	249,000.00	249,000.00	237,949.38	0.950	Certificate Of Deposit
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	1.12	6/2/2020	6/2/2025	428	249,000.00	249,000.00	236,786.55	0.750	Certificate Of Deposit
Medallion Bank UT 0.6 7/15/2025	58404DHM6	1.11	7/15/2020	7/15/2025	471	249,000.00	249,000.00	235,207.89	0.600	Certificate Of Deposit
BMW Bank UT 0.5 9/25/2025	05580AXF6	1.10	9/25/2020	9/25/2025	543	249,000.00	249,000.00	233,088.90	0.500	Certificate Of Deposit
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	1.09	12/18/2020	12/18/2025	627	249,000.00	249,000.00	231,296.10	0.600	Certificate Of Deposit
JPMorgan Chase OH 0.5 12/29/2025-21	48128UUZ0	1.09	12/29/2020	12/29/2025	638	249,000.00	249,000.00	230,748.30	0.500	Certificate Of Deposit
Live Oak Banking NC 0.5 2/10/2026	538036NE0	1.08	2/10/2021	2/10/2026	681	249,000.00	249,000.00	229,570.53	0.500	Certificate Of Deposit
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	1.07	7/29/2021	7/29/2026	850	248,000.00	248,000.00	227,230.00	0.950	Certificate Of Deposit
UBS Bank UT 0.95 8/25/2026	90348JS50	1.07	8/25/2021	8/25/2026	877	249,000.00	249,000.00	227,456.52	0.950	Certificate Of Deposit
Capital One Bank VA 1.1 11/17/2026	14042TDW4	1.07	11/17/2021	11/17/2026	961	248,000.00	248,000.00	226,034.64	1.100	Certificate Of Deposit
Evergreen Bank IL 4 12/16/2026	300185LF0	1.16	12/16/2022	12/16/2026	990	249,000.00	249,000.00	244,602.66	4.000	Certificate Of Deposit
Discover Bank3.4 7/6/2027	254673L38	1.12	7/6/2022	7/6/2027	1,192	245,000.00	245,000.00	236,447.05	3.400	Certificate Of Deposit
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	1.19	12/30/2022	12/30/2027	1,369	248,000.00	248,000.00	251,764.64	4.850	Certificate Of Deposit
Signature Federal CR 4.4 1/31/2028	82671DAB3	1.18	1/31/2023	1/31/2028	1,401	249,000.00	249,000.00	249,099.60	4.400	Certificate Of Deposit
<b>Sub Total / Average 04. Negotiable CD30%</b>		<b>33.93</b>			<b>486</b>	<b>7,454,000.00</b>	<b>7,454,000.00</b>	<b>7,181,597.96</b>	<b>1.444</b>	
<b>05. US Agency - No Limit</b>										
FFCB 0.3 11/12/2024-21	3133EMQQ8	1.15	3/2/2021	11/12/2024	226	250,000.00	249,487.50	242,700.00	0.356	US Agency
FFCB 0.32 2/3/2025-21	3133EMPV8	1.14	2/5/2021	2/3/2025	309	250,000.00	250,148.18	240,470.00	0.305	US Agency
FHLB 0.625 2/24/2025-22	3130ANQ86	1.13	8/24/2021	2/24/2025	330	250,000.00	250,996.00	240,127.50	0.510	US Agency
FHLB 0.5 3/10/2025-21	3130ALDZ4	1.13	3/24/2021	3/10/2025	344	250,000.00	250,000.00	239,365.00	0.500	US Agency
FHLMC 0.7 5/13/2025-21	3134GVSYS5	2.25	5/13/2020	5/13/2025	408	500,000.00	501,600.00	476,780.00	0.635	US Agency
FFCB 0.6 6/16/2025-22	3133EMH47	1.12	6/17/2021	6/16/2025	442	250,000.00	250,687.50	237,165.00	0.530	US Agency
FNMA 0.6 7/29/2025-22	3136G4D75	1.11	12/18/2020	7/29/2025	485	250,000.00	251,610.25	235,957.50	0.459	US Agency
FNMA 0.5 8/14/2025-23	3135G05S8	1.11	4/29/2021	8/14/2025	501	250,000.00	248,875.00	235,092.50	0.606	US Agency
FNMA 0.375 8/25/2025	3135G05X7	1.11	11/12/2020	8/25/2025	512	250,000.00	249,231.00	234,832.50	0.440	US Agency
FFCB 0.53 9/29/2025-21	3133EMBH4	2.21	6/17/2021	9/29/2025	547	500,000.00	497,500.00	468,460.00	0.649	US Agency
FHLMC 0.4 9/30/2025-21	3134GWVP8	1.10	9/30/2020	9/30/2025	548	250,000.00	250,000.00	233,882.50	0.400	US Agency
FHLMC 0.65 10/27/2025-21	3134GW5R3	1.66	5/25/2021	10/27/2025	575	375,000.00	375,000.00	350,928.75	0.650	US Agency
FHLMC 0.45 10/29/2025-21	3134GW3J3	1.10	4/22/2021	10/29/2025	577	250,000.00	248,237.50	233,120.00	0.608	US Agency
FNMA 0.54 11/3/2025-22	3135GA2G5	2.20	10/30/2020	11/3/2025	582	500,000.00	501,999.50	465,710.00	0.459	US Agency
FNMA 0.56 11/17/2025-22	3135GA2Z3	1.43	11/17/2020	11/17/2025	596	325,000.00	325,322.73	302,828.50	0.540	US Agency
FNMA 0.58 11/25/2025-22	3135GA5E7	1.10	11/30/2020	11/25/2025	604	250,000.00	250,983.75	232,352.50	0.499	US Agency
FFCB 0.47 12/22/2025-22	3133EMLC4	1.10	12/22/2020	12/22/2025	631	250,000.00	250,747.00	231,940.00	0.410	US Agency
FFCB 0.45 2/2/2026-23	3133EMPD8	1.31	3/2/2021	2/2/2026	673	300,000.00	295,947.00	276,882.00	0.730	US Agency
FHLB 0.53 2/10/2026	3130AKWW2	1.35	8/19/2021	2/10/2026	681	310,000.00	308,124.50	286,334.60	0.667	US Agency
FHLB 0.625 2/24/2026-21	3130AL7M0	1.09	3/2/2021	2/24/2026	695	250,000.00	248,487.50	230,975.00	0.749	US Agency
FFCB 0.8 3/9/2026-23	3133EMSU7	1.09	9/24/2021	3/9/2026	708	250,000.00	250,702.50	231,377.50	0.736	US Agency

Description	CUSIP/Ticker	% of Portfolio	Settlement Date	Maturity Date	Days To Maturity	Face Amount/Shares	Cost Value	Market Value	YTM @ Cost	Security Sector
FHLB 0.6 3/10/2026-21	3130ALFX7	1.09	3/10/2021	3/10/2026	709	250,000.00	248,237.50	230,645.00	0.743	US Agency
FHLB 0.75 3/16/2026-21	3130ALF33	1.09	3/24/2021	3/16/2026	715	250,000.00	250,000.00	231,205.00	0.750	US Agency
FHLB 0.85 3/30/2026-21	3130ANY79	1.09	11/10/2021	3/30/2026	729	250,000.00	248,927.50	231,372.50	0.950	US Agency
FHLMC 1.03 4/29/2026-22	3130ALZM9	1.09	4/29/2021	4/29/2026	759	250,000.00	251,507.75	231,647.50	0.906	US Agency
FHLB 0.875 5/26/2026-21	3130AMHB1	1.09	5/28/2021	5/26/2026	786	250,000.00	250,500.00	230,002.50	0.834	US Agency
FFCB 0.9 6/15/2026-22	3133EMH21	1.09	6/17/2021	6/15/2026	806	250,000.00	250,800.00	229,672.50	0.834	US Agency
FFCB 0.94 9/28/2026-22	3133EM6E7	1.08	9/28/2021	9/28/2026	911	250,000.00	250,862.50	227,837.50	0.869	US Agency
FHLMC 0.8 10/27/2026-21	3134GW4C7	1.07	11/10/2021	10/27/2026	940	250,000.00	246,800.00	227,395.00	1.065	US Agency
FHLB 3.125 10/29/2026-24	3130ARUF6	1.13	5/12/2022	10/29/2026	942	250,000.00	250,000.00	239,962.50	3.125	US Agency
FFCB 1.46 11/30/2026-23	3133ENFP0	1.08	11/30/2021	11/30/2026	974	250,000.00	251,687.50	229,225.00	1.320	US Agency
FFCB 1.68 3/10/2027	3133ENRD4	1.09	3/17/2022	3/10/2027	1,074	250,000.00	243,898.50	230,942.50	2.200	US Agency
FHLB 3 4/21/2027-23	3130ARJF9	1.13	4/21/2022	4/21/2027	1,116	250,000.00	250,000.00	238,787.50	3.000	US Agency
<b>Sub Total / Average 05. US Agency - No Limit</b>		<b>41.13</b>			<b>635</b>	<b>9,310,000.00</b>	<b>9,298,908.66</b>	<b>8,705,976.35</b>	<b>0.822</b>	
<b>06. US Treasury - No Limit</b>										
T-Note 0.375 4/30/2025	912828ZL7	1.12	8/19/2021	4/30/2025	395	250,000.00	249,312.75	237,950.00	0.450	US Treasury
T-Note 0.25 6/30/2025	912828ZW3	1.12	4/22/2021	6/30/2025	456	250,000.00	247,256.86	236,015.00	0.515	US Treasury
T-Note 0.375 1/31/2026	91282CBH3	1.09	4/29/2021	1/31/2026	671	250,000.00	245,973.50	231,142.50	0.720	US Treasury
T-Note 0.625 7/31/2026	91282CCP4	1.08	9/24/2021	7/31/2026	852	250,000.00	248,512.75	228,477.50	0.750	US Treasury
<b>Sub Total / Average 06. US Treasury - No Limit</b>		<b>4.41</b>			<b>591</b>	<b>1,000,000.00</b>	<b>991,055.86</b>	<b>933,585.00</b>	<b>0.607</b>	
<b>07. US Bank MM Custody   Policy 50%</b>										
US Bank   Custodian MM	MM65000	0.03	7/31/2020	N/A	1	6,306.54	6,306.54	6,306.54	4.930	Money Market
<b>Sub Total / Average 07. US Bank MM Custody   Policy 50%</b>		<b>0.03</b>			<b>1</b>	<b>6,306.54</b>	<b>6,306.54</b>	<b>6,306.54</b>	<b>4.930</b>	
<b>09. Pacific Premier Bank   Policy - n/a</b>										
Pacific Premier Bank   Checking Cash	MM0831	20.35	5/28/2020	N/A	1	4,307,398.99	4,307,398.99	4,307,398.99	1.250	Cash
<b>Sub Total / Average 09. Pacific Premier Bank   Policy - n/a</b>		<b>20.35</b>			<b>1</b>	<b>4,307,398.99</b>	<b>4,307,398.99</b>	<b>4,307,398.99</b>	<b>1.250</b>	
<b>Total / Average</b>		<b>100</b>			<b>452</b>	<b>22,108,916.42</b>	<b>22,088,880.94</b>	<b>21,166,075.73</b>	<b>1.114</b>	

Mesa Water District  
Portfolio Holdings  
Investment Report | PARS Trust  
Report Format: By CUSIP / Ticker  
Group By: Portfolio Name  
Average By: Market Value  
Portfolio / Report Group: PARS OPEB Trust  
As of 3/31/2024

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
<b>PARS OPEB Trust</b>					
Baird Aggregate Bond Fund	057071854	Mutual Fund	13,282.05	127,909.57	129,234.34
Columbia Contrarian Fund	19766M709	Mutual Fund	5,330.88	146,265.25	190,151.14
DFA Large Cap	233203868	Mutual Fund	4,535.57	110,051.39	126,043.58
Dodge & Cox International	256206103	Mutual Fund	982.74	42,936.30	49,823.44
Dodge & Cox Stock Fund	256219106	Mutual Fund	597.46	117,708.90	154,160.81
Dodge Cox Income	256210105	Mutual Fund	9,842.76	124,068.65	122,542.20
Emerald Growth	317609253	Mutual Fund	4,462.42	102,774.32	115,888.86
Harbor Capital Appreciation	411512528	Mutual Fund	932.55	79,237.23	102,633.61
Hartford Schroders	41665X859	Mutual Fund	7,521.20	129,276.52	121,467.47
iShares Core US Aggregate	464287226	Mutual Fund	957.00	93,106.53	93,728.58
ishares Russell Mid Cap	464287499	Mutual Fund	2,323.00	157,829.39	195,341.07
ishares SP 500 Growth	464287309	Mutual Fund	1,193.00	71,753.84	100,736.92
iShares SP500	464287408	Mutual Fund	381.00	51,181.52	71,174.61
Mainstay MacKay	56063N881	Mutual Fund	4,824.97	24,799.70	24,848.63
MFS International	552746356	Mutual Fund	1,212.47	46,595.61	51,141.52
PGIM Total Return Bond	74440B884	Mutual Fund	10,485.64	137,529.99	125,092.94
Undiscovered	904504479	Mutual Fund	1,377.86	107,260.83	117,158.92
US Bank PARS   OPEB Trust MM	MM4900	Money Market	97,121.33	97,121.33	97,121.33
Vanguard Growth & Income	921913208	Mutual Fund	3,667.28	303,898.61	372,010.50
Vanguard Real Estate	922908553	Mutual Fund	539.00	44,494.55	46,612.72
<b>Sub Total / Average PARS OPEB Trust</b>			<b>171,570.18</b>	<b>2,115,800.03</b>	<b>2,406,913.19</b>
<b>Total / Average</b>			<b>171,570.18</b>	<b>2,115,800.03</b>	<b>2,406,913.19</b>

Mesa Water District  
Transactions Summary  
Quarterly Treasurer's Status Report - Investment Activity  
Group By: Action  
Portfolio / Report Group: PARS OPEB Trust  
Begin Date: 12/31/2023, End Date: 03/31/2024

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Buy</b>								
PGIM Total Return Bond	74440B884	0.000	1/31/2024	N/A	52.084	627.09	0.00	627.09
iShares Core US Aggregate	464287226	0.000	2/26/2024	N/A	957.00	93,106.53	0.00	93,106.53
Mainstay MacKay	56063N881	0.000	2/26/2024	N/A	4,769.844	24,517.00	0.00	24,517.00
Baird Aggregate Bond Fund	057071854	0.000	2/27/2024	N/A	13,238.629	127,488.00	0.00	127,488.00
Mainstay MacKay	56063N881	0.000	2/29/2024	N/A	30.243	154.54	0.00	154.54
PGIM Total Return Bond	74440B884	0.000	2/29/2024	N/A	48.785	578.10	0.00	578.10
Dodge & Cox Stock Fund	256219106	0.000	3/25/2024	N/A	14.07	3,576.09	0.00	3,576.09
Baird Aggregate Bond Fund	057071854	0.000	3/26/2024	N/A	43.42	421.57	0.00	421.57
Mainstay MacKay	56063N881	0.000	3/28/2024	N/A	24.89	128.16	0.00	128.16
PGIM Total Return Bond	74440B884	0.000	3/28/2024	N/A	43.80	522.49	0.00	522.49
<b>Sub Total / Average Buy</b>					<b>19,222.765</b>	<b>251,119.57</b>	<b>0.00</b>	<b>251,119.57</b>
<b>Dividend</b>								
PGIM Total Return Bond	74440B884	0.000	1/31/2024	N/A	0.00	0.00	627.09	627.09
Doubeline Core Fix Income	258620301	0.000	2/2/2024	N/A	0.00	0.00	617.49	617.49
ishares MBS ETF	464288588	0.000	2/7/2024	N/A	0.00	0.00	140.41	140.41
Mainstay MacKay	56063N881	0.000	2/29/2024	N/A	0.00	0.00	154.54	154.54
PGIM Total Return Bond	74440B884	0.000	2/29/2024	N/A	0.00	0.00	578.10	578.10
iShares Core US Aggregate	464287226	0.000	3/7/2024	N/A	0.00	0.00	273.90	273.90
Dodge & Cox Stock Fund	256219106	0.000	3/25/2024	N/A	0.00	0.00	532.04	532.04
Baird Aggregate Bond Fund	057071854	0.000	3/26/2024	N/A	0.00	0.00	421.57	421.57
Dodge Cox Income	256210105	0.000	3/26/2024	N/A	0.00	0.00	1,269.71	1,269.71
iShares SP500	464287408	0.000	3/27/2024	N/A	0.00	0.00	320.95	320.95
Vanguard Real Estate	922908553	0.000	3/27/2024	N/A	0.00	0.00	394.76	394.76
ishares SP 500 Growth	464287309	0.000	3/27/2024	N/A	0.00	0.00	99.75	99.75
ishares Russell Mid Cap	464287499	0.000	3/27/2024	N/A	0.00	0.00	506.30	506.30
Mainstay MacKay	56063N881	0.000	3/28/2024	N/A	0.00	0.00	128.16	128.16
PGIM Total Return Bond	74440B884	0.000	3/28/2024	N/A	0.00	0.00	522.49	522.49
<b>Sub Total / Average Dividend</b>					<b>0.00</b>	<b>0.00</b>	<b>6,587.26</b>	<b>6,587.26</b>
<b>Interest</b>								
US Bank PARS   OPEB Trust MM	MM4900	0.000	1/31/2024	N/A	0.00	0.00	0.40	0.40
US Bank PARS   OPEB Trust MM	MM4900	0.000	1/31/2024	N/A	0.00	0.00	423.21	423.21

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
US Bank PARS   OPEB Trust MM	MM4900	0.000	2/29/2024	N/A	0.00	0.00	0.09	0.09
US Bank PARS   OPEB Trust MM	MM4900	0.000	2/29/2024	N/A	0.00	0.00	411.98	411.98
US Bank PARS   OPEB Trust MM	MM4900	0.000	3/31/2024	N/A	0.00	0.00	409.18	409.18
US Bank PARS   OPEB Trust MM	MM4900	0.000	3/31/2024	N/A	0.00	0.00	3,044.05	3,044.05
<b>Sub Total / Average Interest</b>					<b>0.00</b>	<b>0.00</b>	<b>4,288.91</b>	<b>4,288.91</b>

**Sell**

Dodge Cox Income	256210105	0.000	2/26/2024	N/A	2,146.179	26,677.00	0.00	26,677.00
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	4.00	367.157	0.00	367.16
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	4.00	367.157	0.00	367.16
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	10.00	917.893	0.00	917.89
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	11.00	1,009.682	0.00	1,009.68
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	19.00	1,743.996	0.00	1,744.00
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	80.00	7,343.141	0.00	7,343.14
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	117.00	10,739.343	0.00	10,739.34
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	228.00	20,927.951	0.00	20,927.95
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	15.10	178.633	0.00	178.63
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	15.962	188.83	0.00	188.83
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	17.813	210.728	0.00	210.73
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	18.308	216.584	0.00	216.58
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	18.997	224.734	0.00	224.73
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	204.362	2,417.602	0.00	2,417.60
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	240.726	2,847.788	0.00	2,847.79
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	630.12	7,454.318	0.00	7,454.32
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	1,082.822	12,809.782	0.00	12,809.78
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	20.314	186.71	0.00	186.71
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	33.278	305.82	0.00	305.82
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	75.07	689.89	0.00	689.89
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	103.53	951.44	0.00	951.44
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	154.331	1,418.30	0.00	1,418.30
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	206.277	1,895.68	0.00	1,895.68
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	393.747	3,618.53	0.00	3,618.53
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	403.17	3,705.13	0.00	3,705.13
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	408.576	3,754.81	0.00	3,754.81
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	424.395	3,900.19	0.00	3,900.19
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	460.091	4,228.23	0.00	4,228.23
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	460.411	4,231.17	0.00	4,231.17
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	507.707	4,665.82	0.00	4,665.82
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	534.25	4,909.75	0.00	4,909.75
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	552.02	5,073.06	0.00	5,073.06

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	637.78	5,861.20	0.00	5,861.20
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	748.767	6,881.17	0.00	6,881.17
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	761.937	7,002.20	0.00	7,002.20
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	778.912	7,158.20	0.00	7,158.20
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	801.99	7,370.28	0.00	7,370.28
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	885.022	8,133.35	0.00	8,133.35
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,059.434	9,736.19	0.00	9,736.19
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,114.376	10,241.11	0.00	10,241.11
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,292.047	11,873.91	0.00	11,873.91
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,357.124	12,471.96	0.00	12,471.96
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,969.197	18,096.91	0.00	18,096.91
<b>Sub Total / Average Sell</b>					<b>21,007.142</b>	<b>245,003.329</b>	<b>0.00</b>	<b>245,003.33</b>



Mesa Water District  
Portfolio Holdings  
Investment Report | PARS Trust  
Report Format: By CUSIP / Ticker  
Group By: Portfolio Name  
Average By: Market Value  
Portfolio / Report Group: PARS Pension Trust  
As of 3/31/2024

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
<b>PARS Pension Trust</b>					
Baird Aggregate Bond Fund	057071854	Mutual Fund	85,144.99	819,968.48	828,460.71
Columbia Contrarian Fund	19766M709	Mutual Fund	34,198.61	930,009.18	1,219,864.13
DFA Large Cap	233203868	Mutual Fund	29,105.31	700,056.52	808,836.58
Dodge & Cox International	256206103	Mutual Fund	6,304.56	254,376.87	319,641.02
Dodge & Cox Stock Fund	256219106	Mutual Fund	3,742.66	705,467.93	965,713.14
Dodge Cox Income	256210105	Mutual Fund	63,096.86	796,548.27	785,555.97
Emerald Growth	317609253	Mutual Fund	28,636.19	657,467.22	743,682.06
Harbor Capital Appreciation	411512528	Mutual Fund	5,984.11	525,206.41	658,610.81
Hartford Schroders	41665X859	Mutual Fund	47,537.83	820,188.41	767,735.67
iShares Core US Aggregate	464287226	Mutual Fund	6,135.00	596,874.15	600,861.90
ishares Russell Mid Cap	464287499	Mutual Fund	14,903.00	834,388.71	1,253,193.27
ishares SP 500 Growth	464287309	Mutual Fund	7,661.00	458,148.65	646,894.84
iShares SP500	464287408	Mutual Fund	2,447.00	322,021.06	457,124.07
Mainstay MacKay	56063N881	Mutual Fund	30,930.65	158,979.29	159,292.82
MFS International	552746356	Mutual Fund	7,777.68	277,492.73	328,062.50
PGIM Total Return Bond	74440B884	Mutual Fund	66,291.13	890,164.06	790,853.22
Undiscovered	904504479	Mutual Fund	8,680.00	663,842.46	738,060.15
US Bank PARS   Pension Trust MM	MM4901	Money Market	663,409.83	663,409.83	663,409.83
Vanguard Growth & Income	921913208	Mutual Fund	23,515.00	1,905,695.50	2,385,361.39
Vanguard Real Estate	922908553	Mutual Fund	3,461.00	286,002.28	299,307.28
<b>Sub Total / Average PARS Pension Trust</b>			<b>1,138,962.41</b>	<b>13,266,308.01</b>	<b>15,420,521.36</b>
<b>Total / Average</b>			<b>1,138,962.41</b>	<b>13,266,308.01</b>	<b>15,420,521.36</b>

Mesa Water District  
Transactions Summary  
Quarterly Treasurer's Status Report - Investment Activity  
Group By: Action  
Portfolio / Report Group: PARS Pension Trust  
Begin Date: 12/31/2023, End Date: 03/31/2024

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Buy</b>								
iShares Core US Aggregate	464287226	0.000	2/26/2024	N/A	6,135.00	596,874.15	0.00	596,874.15
Mainstay MacKay	56063N881	0.000	2/26/2024	N/A	30,577.237	157,167.00	0.00	157,167.00
Baird Aggregate Bond Fund	057071854	0.000	2/27/2024	N/A	84,866.667	817,266.00	0.00	817,266.00
Mainstay MacKay	56063N881	0.000	2/29/2024	N/A	193.875	990.70	0.00	990.70
Baird Aggregate Bond Fund	057071854	0.000	3/26/2024	N/A	278.319	2,702.48	0.00	2,702.48
Mainstay MacKay	56063N881	0.000	3/28/2024	N/A	159.532	821.59	0.00	821.59
<b>Sub Total / Average Buy</b>					<b>122,210.63</b>	<b>1,575,821.92</b>	<b>0.00</b>	<b>1,575,821.92</b>
<b>Dividend</b>								
PGIM Total Return Bond	74440B884	0.000	1/31/2024	N/A	0.00	0.00	4,008.70	4,008.70
Doubeline Core Fix Income	258620301	0.000	2/2/2024	N/A	0.00	0.00	3,962.50	3,962.50
ishares MBS ETF	464288588	0.000	2/7/2024	N/A	0.00	0.00	902.41	902.41
Mainstay MacKay	56063N881	0.000	2/29/2024	N/A	0.00	0.00	990.70	990.70
PGIM Total Return Bond	74440B884	0.000	2/29/2024	N/A	0.00	0.00	3,680.61	3,680.61
iShares Core US Aggregate	464287226	0.000	3/7/2024	N/A	0.00	0.00	1,755.85	1,755.85
Baird Aggregate Bond Fund	057071854	0.000	3/26/2024	N/A	0.00	0.00	2,702.48	2,702.48
Dodge Cox Income	256210105	0.000	3/26/2024	N/A	0.00	0.00	8,139.50	8,139.50
Dodge & Cox Stock Fund	256219106	0.000	3/26/2024	N/A	0.00	0.00	3,413.28	3,413.28
iShares SP500	464287408	0.000	3/27/2024	N/A	0.00	0.00	2,061.34	2,061.34
Vanguard Real Estate	922908553	0.000	3/27/2024	N/A	0.00	0.00	2,534.84	2,534.84
ishares SP 500 Growth	464287309	0.000	3/27/2024	N/A	0.00	0.00	640.54	640.54
ishares Russell Mid Cap	464287499	0.000	3/27/2024	N/A	0.00	0.00	3,248.15	3,248.15
Mainstay MacKay	56063N881	0.000	3/28/2024	N/A	0.00	0.00	821.59	821.59
PGIM Total Return Bond	74440B884	0.000	3/28/2024	N/A	0.00	0.00	3,317.06	3,317.06
<b>Sub Total / Average Dividend</b>					<b>0.00</b>	<b>0.00</b>	<b>42,179.55</b>	<b>42,179.55</b>
<b>Interest</b>								
US Bank PARS   Pension Trust MM	MM4901	0.000	1/31/2024	N/A	0.00	0.00	5.37	5.37
US Bank PARS   Pension Trust MM	MM4901	0.000	1/31/2024	N/A	0.00	0.00	2,834.39	2,834.39
US Bank PARS   Pension Trust MM	MM4901	0.000	2/29/2024	N/A	0.00	0.00	1.17	1.17
US Bank PARS   Pension Trust MM	MM4901	0.000	2/29/2024	N/A	0.00	0.00	2,755.41	2,755.41
US Bank PARS   Pension Trust MM	MM4901	0.000	3/25/2024	N/A	0.00	0.00	19,529.04	19,529.04
US Bank PARS   Pension Trust MM	MM4901	0.000	3/31/2024	N/A	0.00	0.00	2,746.20	2,746.20

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Sub Total / Average Interest</b>					<b>0.00</b>	<b>0.00</b>	<b>27,871.58</b>	<b>27,871.58</b>
<b>Sell</b>								
Dodge Cox Income	256210105	0.000	2/26/2024	N/A	13,837.973	172,006.00	0.00	172,006.00
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	28.00	2,570.099	0.00	2,570.10
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	33.00	3,029.046	0.00	3,029.05
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	57.00	5,231.988	0.00	5,231.99
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	119.00	10,922.922	0.00	10,922.92
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	493.00	45,252.107	0.00	45,252.11
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	786.00	72,146.361	0.00	72,146.36
ishares MBS ETF	464288588	0.000	2/26/2024	N/A	1,524.00	139,886.837	0.00	139,886.84
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	229.729	2,717.694	0.00	2,717.69
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	279.791	3,309.928	0.00	3,309.93
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	896.242	10,602.543	0.00	10,602.54
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	1,495.503	17,691.80	0.00	17,691.80
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	3,054.107	36,130.086	0.00	36,130.09
PGIM Total Return Bond	74440B884	0.000	2/26/2024	N/A	8,203.208	97,043.95	0.00	97,043.95
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	0.004	0.034	0.00	0.03
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	306.61	2,817.746	0.00	2,817.75
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	433.499	3,983.856	0.00	3,983.86
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	492.816	4,528.98	0.00	4,528.98
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	821.059	7,545.533	0.00	7,545.53
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,123.59	10,325.793	0.00	10,325.79
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,452.751	13,350.783	0.00	13,350.78
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,557.938	14,317.452	0.00	14,317.45
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,663.738	15,289.754	0.00	15,289.75
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,961.59	18,026.98	0.00	18,026.98
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	1,975.398	18,153.91	0.00	18,153.91
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	2,446.03	22,479.018	0.00	22,479.02
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	2,727.097	25,062.024	0.00	25,062.02
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	2,984.846	27,430.738	0.00	27,430.74
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	3,377.446	31,038.732	0.00	31,038.73
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	3,399.47	31,241.133	0.00	31,241.13
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	3,443.22	31,643.196	0.00	31,643.20
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	3,555.83	32,678.082	0.00	32,678.08
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	3,632.035	33,378.406	0.00	33,378.41
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	4,985.02	45,812.339	0.00	45,812.34
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	5,048.526	46,395.959	0.00	46,395.96
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	5,964.453	54,813.33	0.00	54,813.33
Doueline Core Fix Income	258620301	0.000	2/26/2024	N/A	6,882.673	63,251.772	0.00	63,251.77

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	7,164.116	65,838.234	0.00	65,838.23
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	7,177.095	65,957.511	0.00	65,957.51
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	8,532.825	78,416.671	0.00	78,416.67
Doubeline Core Fix Income	258620301	0.000	2/26/2024	N/A	20,487.309	188,278.392	0.00	188,278.39
<b>Sub Total / Average Sell</b>					<b>134,633.537</b>	<b>1,570,597.719</b>	<b>0.00</b>	<b>1,570,597.72</b>



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Kaitlyn Norris, Public Affairs Specialist  
DATE: May 22, 2024  
SUBJECT: Outreach Update

---

### RECOMMENDATION

Receive and file the Outreach Update.

### STRATEGIC PLAN

Goal #4: Increase favorable opinion of Mesa Water.

### PRIOR BOARD ACTION/DISCUSSION

This item is provided monthly at a Mesa Water District (Mesa Water®) Board of Directors meeting.

### DISCUSSION

Mesa Water's outreach program aims to connect the District with its constituents in order to achieve Goal #4 of the Board of Directors' (Board) Strategic Plan. Outreach activities are also designed to achieve the Strategic Plan goals related to customer service and/or regional water issues involvement by educating and informing the District's constituents about Mesa Water, water issues, and water in general. Mesa Water's constituents include external audiences, such as customers, community members, elected officials, industry colleagues, media, water districts and special districts – as well as internal audiences, such as staff, retirees and Board members.

### Upcoming Fiscal Year 2024 Events

1. **Institute for Conservation Research and Education (ICRE) Student Poster Symposium** – Mesa Water District Boardroom – Wednesday, May 29, 2024, 5:30 – 7:30 p.m.
2. **Lions Club Fish Fry** – Lions Park & Luke Davis Field – Friday, June 28, 2024, 5 p.m. – 10 p.m., Saturday, June 29 & Sunday, June 30, 2024, 11 a.m. – 10 p.m.
3. **Concerts in the Park** – Fairview Park – July 9, 16, 23 and 30, 6 p.m.

The benefits of Mesa Water's outreach program include:

- Informing constituents about Southern California's perpetual drought, the historical drought facing California, and the importance of developing local and cost-effective sources of safe, reliable water for Mesa Water's service area and the region at large;
- Educating constituents about the importance of water and water stewardship, in order to sustain Southern California's population, quality of life, business, and economy;



- Educating constituents about Mesa Water’s stewardship of ratepayer funds and financial responsibility to fund, invest in, and save for the current and future provision of safe and reliable water for the District’s service area;
- Informing constituents of the District’s infrastructure improvements to ensure water quality and water reliability for its service area;
- Learning from constituents and evolving as a well-informed Board of Directors;
- Promoting water use efficiency to Mesa Water’s customers and community members to help them save water, money, and the environment;
- Ensuring, for public health and safety reasons, that Mesa Water customers and community members identify the District as their water provider and as the source of information about water in emergency situations;
- Supporting Mesa Water’s service area as an actively involved participant in programs that provide added value and benefits to the community;
- Informing the media of Mesa Water’s activities that benefit the District’s customers and community;
- Empowering Mesa Water’s Board and staff with information that will help them provide the best possible service to the District’s customers and community members; and,
- Strengthening Mesa Water’s industry relations to provide opportunities for improving the District’s business and operations -- including the areas of financial and human resources strength, infrastructure and technological innovation, and setting/supporting policies that have a positive impact on Mesa Water’s service area -- so that the District can continue to provide safe, high-quality, reliable, and affordable water to its customers.

### FINANCIAL IMPACT

In Fiscal Year 2024, \$906,450 is budgeted for Support Services; \$608,510 has been spent to date.

### ATTACHMENTS

None.



Dedicated to  
Satisfying our Community's  
Water Needs

# MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: May 22, 2024  
SUBJECT: Fiscal Year 2024 Third Quarter Financial Update

## RECOMMENDATION

Receive and file the Fiscal Year 2024 Third Quarter Financial Update.

## STRATEGIC PLAN

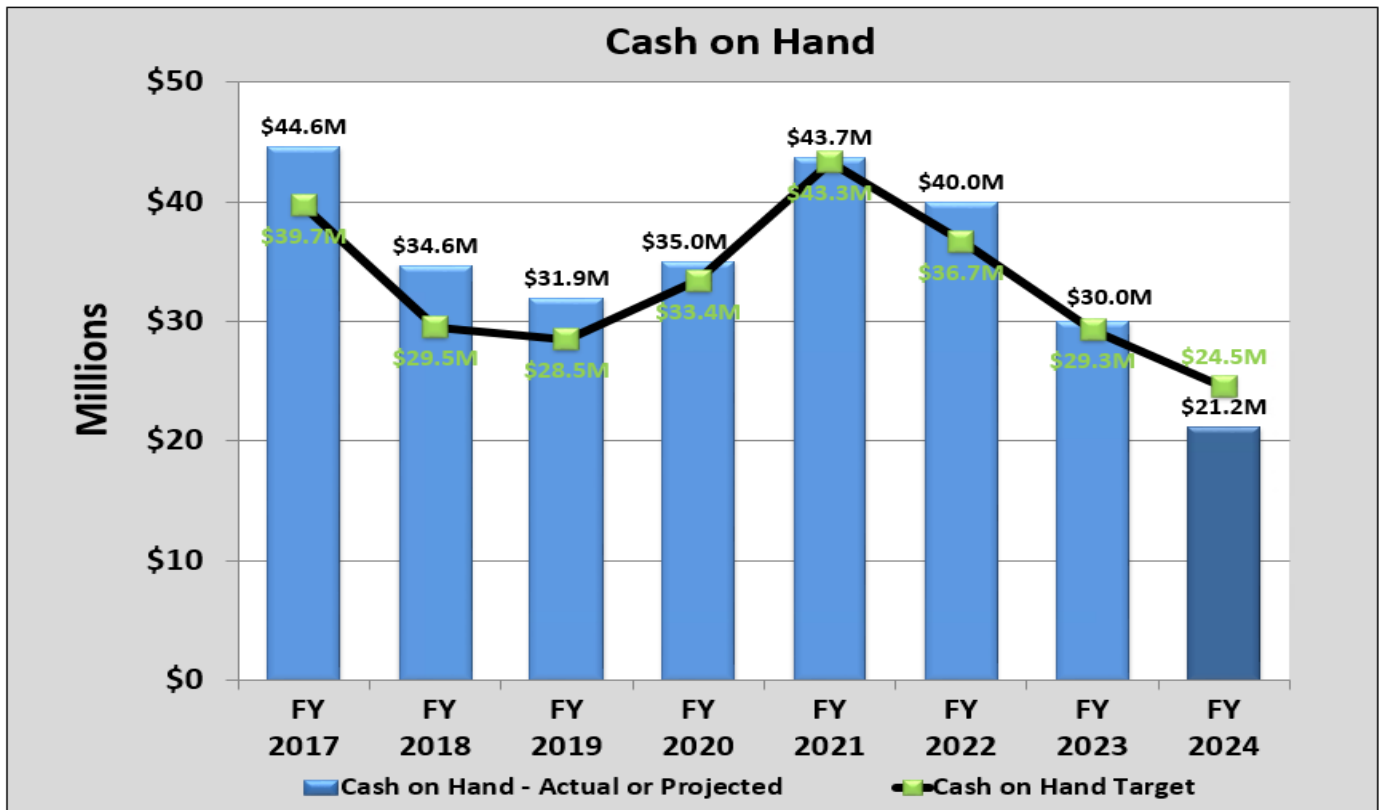
- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.

## PRIOR BOARD ACTION/DISCUSSION

At its May 24, 2023 meeting, the Board of Directors (Board) approved the Fiscal Year (FY) 2024 Budget.

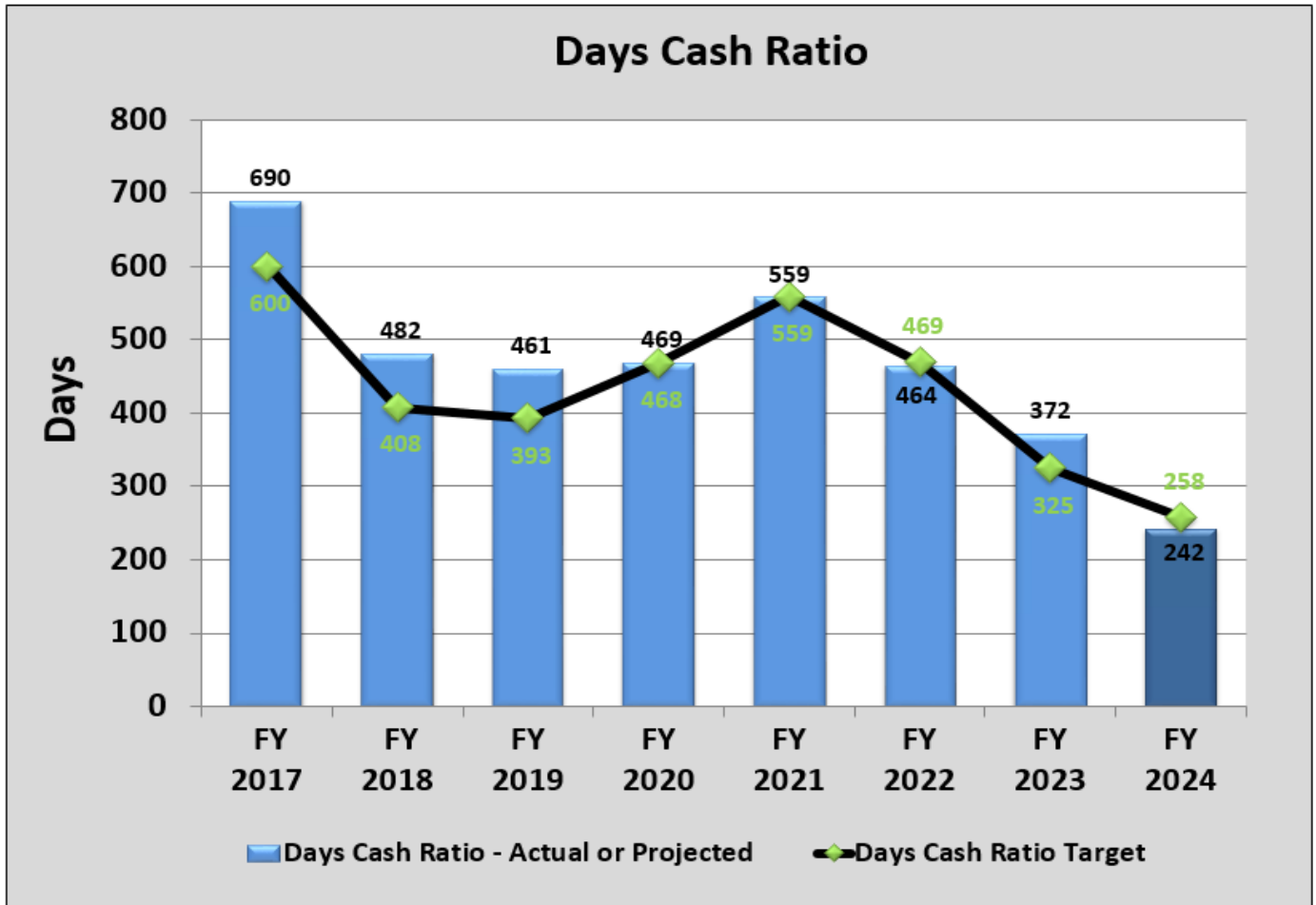
## DISCUSSION

Through the third quarter of FY 2024, Cash on Hand totaled \$21,166,075. Although Cash on Hand of \$21,166,075 is below the forecasted year-end cash balance of \$24,520,049, it is projected to be above the balance by the end of FY 2024.





Additionally, 242 Days Cash is below the forecasted Days Cash estimate of 258 days at year end by 16 days.



The Current Debt Coverage ratio is 223%, which exceeds both requirements for the 2017 & 2020 Revenue Certificates of Participation (COPs) and the Designated Funds Policy. The Debt Coverage ratio goal of the Board is 150% and was established in the Designated Funds Policy.

Water production is below budget through the third quarter by approximately -8.2%.

The mix of water production between clear and amber water has varied which is depicted in the table below:

	Acre Feet		
	Budgeted	Actual	Variance
Clear Water	10,398	9,637	(761)
Amber Water	1,649	1,423	(226)
Import Water	-	-	-
<b>Total</b>	<b>12,047</b>	<b>11,060</b>	<b>(987)</b>





Clear and amber water costs have a combined favorable variance of \$689,444 due to production of water being lower than budgeted.

Total operating revenues year-to-date have an unfavorable balance of \$1,690,079 or approximately -4.5%. This is a result of monthly water consumption being lower than expected. Additionally, operating expenses through the third quarter have a favorable balance of \$3,370,169 or approximately 12.3%. This is predominately a result of lower than budgeted General and Administrative expenses, Transmission and Distribution expenses, and water production costs. As a result, operating income through March 31, 2024 has a favorable balance of \$2,197,586 or approximately 43.4%.

In addition, non-operating revenue, net of expenses, through the third quarter of FY 2024 has a favorable balance of \$2,629,769 or approximately 165.3%. This is mostly due to investment earnings.

Overall, the Change in Net Position has a favorable balance of \$4,880,138 or approximately 115.2% through March 31, 2024.

#### ATTACHMENTS

Attachment A: Statement of Revenues, Expenses, and Changes in Net Position for the Nine Months Ended 3/31/2024



## Statement of Revenues, Expenses, and Changes in Net Position For the Nine Months Ended 3/31/2024

	FY2024 YTD BUDGET	FY2024 YTD ACTUAL	Variance
<b>OPERATING REVENUES:</b>			
Water consumption sales	\$ 24,162,533	\$ 22,938,084	\$ (1,224,449)
Monthly meter service charge	5,316,219	5,402,209	85,990
Capital Charge	6,292,595	5,954,842	(337,753)
Recycled water sales	1,191,797	819,229	(372,568)
Other charges and services	288,750	447,451	158,701
<b>TOTAL OPERATING REVENUES</b>	<b>37,251,894</b>	<b>35,561,815</b>	<b>(1,690,079)</b>
<b>OPERATING EXPENSES:</b>			
Imported sources of supply	404,250	287,061	117,189
Basin managed water	-	363	(363)
Clear water cost	8,241,447	7,798,224	443,223
Amber water cost	2,000,513	1,754,292	246,221
Recycled water	755,706	522,509	233,197
Transmission and distribution	7,147,919	6,255,772	892,147
General and administrative	8,840,380	7,401,825	1,438,555
<b>TOTAL OPERATING EXPENSES</b>	<b>27,390,215</b>	<b>24,020,046</b>	<b>3,370,169</b>
<b>OPERATING INCOME BEFORE DEPRECIATION AND AMORTIZATION:</b>	<b>9,861,679</b>	<b>11,541,769</b>	<b>1,680,090</b>
Depreciation and amortization	(4,796,250)	(4,278,754)	517,496
<b>OPERATING INCOME (LOSS)</b>	<b>5,065,429</b>	<b>7,263,015</b>	<b>2,197,586</b>
<b>NONOPERATING REVENUES / (EXPENSES):</b>			
Investment earnings	187,500 *	2,741,615 *	2,554,115
Interest expense - long term debt	(1,736,897)	(1,733,896)	3,001
Gain (Loss) on sale/disposition of capital assets, net	(37,500)	19,000	56,500
Other non-operating, net	(3,750)	12,403	16,153
<b>NONOPERATING REVENUES / (EXPENSES)</b>	<b>(1,590,647)</b>	<b>1,039,122</b>	<b>2,629,769</b>
<b>INCOME BEFORE CAPITAL CONTRIBUTIONS</b>	<b>3,474,782</b>	<b>8,302,137</b>	<b>4,827,355</b>
<b>CAPITAL CONTRIBUTIONS:</b>			
Capacity and installation charges	255,000	77,071	(177,929)
Capital Grant (includes LRP)	283,259	228,881	(54,378)
Developers and others	225,000	510,090	285,090
<b>TOTAL CAPITAL CONTRIBUTIONS</b>	<b>763,259</b>	<b>816,042</b>	<b>52,783</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ 4,238,041</b>	<b>\$ 9,118,179</b>	<b>\$ 4,880,138</b>

\* Includes Pension Trust Earnings.



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Denise Garcia, Chief Administrative Officer  
DATE: May 22, 2024  
SUBJECT: Quarterly Training Report

---

### RECOMMENDATION

Receive the Quarterly Training Report for January 1, 2024 to March 31, 2024.

### STRATEGIC PLAN

Goal #5: Attract, develop and retain skilled employees.

### DISCUSSION

As part of the Board of Directors' (Board) approved 2024 Strategic Plan, Goal #5 – Attract, develop and retain skilled employees, Objective B speaks to developing employee skills. As part of that development, attached is the Quarterly Training Report for January 1, 2024 to March 31, 2024.

In addition to the training listed in the report, staff also conducts safety training for all employees and Monday Morning Tailgate Talks for Water Operations and Engineering.

The Tailgate Talks for this quarter included the following topics:

- Asbestos Cement (AC) Pipe
- Confined Spaces
- Bloodborne Pathogens (Training)
- Chemical Management
- Fall Protection and Ladder Safety
- Slings, Chains, and Hoisting Equipment
- Trench and Excavation: How to Guide
- Forklift Safety Inspection Checklist - Form Completion Guide
- Personal Protective Equipment (PPE) and Respiratory Protection
- Fire Extinguisher and Eyewash Stations
- Vehicle Inspection
- Heat Stress
- Circle of Safety

The Safety Training program included the following topics:

- New Hire Orientation
- HAZWOPER
- AC Pipe Training
- Forklift Training
- Flagger & Control Training



Below are the required continuing education hours needed, over a three-year period, for each Distribution and Treatment Certification Renewal held by staff:

<b>Distribution and Treatment Certification Renewals – Required Continuing Education Hours (within the last three years)</b>				
<b>Grade 1</b>	<b>Grade 2</b>	<b>Grade 3</b>	<b>Grade 4</b>	<b>Grade 5</b>
12 hours	16 hours	24 hours	36 hours	36 hours

FINANCIAL IMPACT

The cost for the training is budgeted each fiscal year, per department or in the overall safety budget.

ATTACHMENTS

Attachment A: Quarterly Training Report for January 1, 2024 to March 31, 2024



## FY 2024 Quarterly Training Report

### 3rd Quarter January 1, 2024 - March 31, 2024

Position	Department	Date of Training	Type of Training	Organization
Senior Human Resources Analyst	Human Resources	1/18/2024	Changes in State of CA, Employment Drug Testing (Marijuana) and Federal/DOT; Oral Fluid Testing	ACWA/JPIA
Senior Human Resources Analyst	Human Resources	2/15/2024	Public Service: Understanding the Roles and Responsibilities of Public Employees	Liebert Cassidy Whitmore
Human Resources Analyst Senior Human Resources Analyst	Human Resources	2/21/2024	Moving Into the Future: Telecommuting and Remote Work	Liebert Cassidy Whitmore
Senior Buyer	Financial Services	1/22 - 24/2024	CAPPO Conference	California Association of Public Procurement Officials
Water Quality Supervisor	Water Operations	3/1/2024	Cross-Connection Control Policy Handbook	CA-NV AWWA
Senior Buyer	Financial Services	3/6/2024	NIGP Federal Grants: A Top-Level Primer for Public Procurement Professionals	NIGP The Institute for Public Procurement
Water Use Efficiency and Education Coordinator	Public Affairs	3/12 - 14/2024	Water Use Efficiency I	American Water Works Association
Chief Administrative Officer Human Resources Analyst Senior Human Resources Analyst	Administrative Services Human Resources	3/20/2024	Workers Compensation: Managing Employee Injuries, Disability and Occupational Safety	Liebert Cassidy Whitmore
Human Resources Analyst	Human Resources	3/20/2024	Business Rules: Health for Public Agency	CalPERS
Senior Human Resources Analyst	Human Resources	3/21/2024	File That! Best Practices for Employee Document & Record Management	Liebert Cassidy Whitmore



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: May 22, 2024  
SUBJECT: Proposed Fiscal Year 2025 Budget

---

### RECOMMENDATION

Discuss the proposed Fiscal Year 2025 Budget and choose:

Option 1: Approve the proposed Fiscal Year 2025 Budget, or

Option 2: Direct staff to modify the proposed Fiscal Year 2025 Budget as requested by the Board of Directors.

### STRATEGIC PLAN

Goal #1: Provide an abundant, local, reliable and safe water supply.

Goal #2: Perpetually renew and improve our infrastructure.

Goal #3: Be financially responsible and transparent.

Goal #4: Increase favorable opinion of Mesa Water.

Goal #5: Attract, develop and retain skilled employees.

Goal #6: Provide excellent customer service.

Goal #7: Actively participate in regional and statewide water issues.

### DISCUSSION

Staff is pleased to present the proposed Fiscal Year (FY) 2025 Budget. The proposed FY 2025 budget provides the necessary resources, services, capital funding and staffing to supply water services to Mesa Water's customers. In addition, the proposed budget includes the 2023 adopted water rates, effective January 2025. The per acre cost of recycled water will increase from \$960 to \$989 in FY 2025 and is expected to increase in the subsequent years.

The proposed FY 2025 budget is based on Operating Revenues of \$55.3MM. The proposed budget also includes Operating Expenses of \$38.3MM, which reflects a 4.0% increase over the prior year's budget. Debt service is \$6.9MM in FY 2025, which includes the 2017 and 2020 Certificates of Participation (COPs) payment.

The proposed FY 2025 budget continues the Board of Directors' (Board) long-standing goal of maintaining a AAA rating; the proposed budget exceeds the Days' Cash Ratio goal of 120 days. The Year-End FY 2025 budgeted Cash on Hand is \$15.4MM and the Days' Cash Ratio is 147 days.

In FY 2021, Mesa Water successfully completed the issuance of a \$70MM COPs to fund the Capital Improvement Program Renewal (CIPR). Mesa Water continues to invest in necessary capital infrastructure and expense projects that provide long-term efficiency and productivity gains.

Mesa Water continues to be one of the most efficient water agencies in Orange County. Mesa Water is still 100% local and reliable and does not take any import water to service its customers. In addition, Mesa Water continues its extensive outreach programs.



The debt coverage at the end of FY 2025 is forecasted to be 270%, which exceeds the current Board target of 150%.

The water costs are noted in the table below:

		<b>Per Acre Foot</b>			
<b>Year</b>		<b>Replenishment Assessment</b>	<b>Recycled Water</b>	<b>Imported Variable Cost</b>	<b>LRP Grant</b>
2020	Actual	487	867	1,050/1,078	154
2021	Actual	487	905	1,078/1,104	157
2022	Actual	507	905	1,104/1,143	160
2023	Actual	558	932	1,143/1,209	163
2024	Actual	624	960	1,209/1,256	166
2025	Budgeted	689	989	1,256/1,395	169

Budgeted cash outflows include \$22.3MM in FY 2025 capital expenditures compared to \$13.9MM in the FY 2024 Budget, and \$6.9MM in FY 2025 debt service compared to \$6.8MM in the FY 2024 budget.

Considering Mesa Water’s commitment to the orderly replacement of capital assets, staff will focus on developing, replacing and upgrading necessary water infrastructure. The proposed budget includes \$16.1MM for the Reservoirs 1 and 2 pump station upgrade project, \$1.4MM for Information Technology (IT) upgrades, and \$1.0MM for Operations planned capital.

In FY 2025, staffing levels are projected to remain the same at 56 Full-Time Employees (FTE) (plus one Limited-Term position to support the Capital Improvement Program Renewal).

**FINANCIAL IMPACT**

The FY 2025 Budget funds the Board’s objectives and supports the Board’s goals set out in Mesa Water’s Strategic Plan.

**ATTACHMENTS**

- Attachment A: Proposed Fiscal Year 2025 Budget
- Attachment B: District Memberships
- Attachment C: Board Conferences and Seminars
- Attachment D: Community Outreach



**MesaWater**  
DISTRICT®

# OPERATING BUDGET

FISCAL YEAR 2025

Mesa Water District | Costa Mesa, California

**MesaWater.org**

*Dedicated to Satisfying Our Community's Water Needs*





# PROPOSED BUDGET FISCAL YEAR 2025

*Dedicated to Satisfying our Community's Water Needs*

1965 Placentia Avenue, Costa Mesa, CA 92627  
MesaWater.org 949.631.1200



## MESA WATER'S VISION:

*To be a top performing public water agency*



## MESA WATER'S MISSION:

*Mesa Water District, a local independent special district, manages its finances and water infrastructure, and advocates water policy, while reliably providing an abundance of clean, safe water to benefit the public's quality of life.*



## Mesa Water's Seven Strategic Goals:

Provide an abundant, local, reliable and safe water supply.	Perpetually renew and improve our infrastructure.	Be financially responsible and transparent.	Increase favorable opinion of Mesa Water.
Attract, develop and retain skilled employees.	Provide excellent customer service.	Actively participate in regional and statewide water issues.	



*Dedicated to  
Satisfying our Community's  
Water Needs*

**BOARD OF DIRECTORS**

**Shawn Dewane**  
*President  
Division V*

**Marice H. DePasquale**  
*Vice President  
Division III*

**Jim Atkinson**  
*Director  
Division IV*

**Fred R. Bockmiller, P.E.**  
*Director  
Division I*

**James R. Fisler**  
*Director  
Division II*

**Paul E. Shoenberger, P.E.**  
*General Manager*

**Denise Garcia**  
*District Secretary*

**Marwan Khalifa, CPA, MBA**  
*District Treasurer*

**Atkinson, Andelson,  
Loya, Ruud & Romo**  
*Legal Counsel*

1965 Placentia Avenue  
Costa Mesa, CA 92627  
tel 949.631.1200  
fax 949.574.1036  
info@MesaWater.org  
**MesaWater.org**

May 22, 2024

On behalf of the Mesa Water District Board of Directors (Board), I am pleased to present the approved budget for Fiscal Year (FY) 2025.

Mesa Water has a perpetual agency philosophy requiring a scheduled systematic review of its long-range financial plan and goals. As such, Mesa Water's Strategic Plan includes the goal of being financially responsible and transparent, as well as providing its customers an abundant, local, reliable and safe water supply; and continually investing in and maintaining its infrastructure, which pumps, treats and delivers nearly five billion gallons of drinking water to residential and business customers each year.

Mesa Water expects operating revenues of \$55.3 million with \$38.3 million in operating expenses. Planned capital expenditures are \$22.3 million, and financial obligations for payment of principal and interest on debt are \$6.9 million.

Mesa Water has \$70 million of needed water system upgrades including wells, reservoirs and pipelines under way, as part of its Capital Improvement Program Renewal (CIPR), funded through Certificates of Participation. FY 2025 will be the fifth year of this program, which supports the District's key objective of providing an abundant, local, reliable and safe water supply to ratepayers at an affordable price.

Local groundwater is Mesa Water's best source of water, as it is high quality and lower in cost than water imported from the Colorado River and Northern California. The Mesa Water Reliability Facility (MWRF) achieves the District's long-standing goal of serving 100 percent local, reliable supplies to its customers. In FY 2025, the MWRF is expected to supply 2,400 acre feet of water, or 15 percent of the District's potable water service. Local groundwater supplies, when compared with imported water, have lower energy costs and a reduced carbon footprint.

In FY 2025, the District will incur some fixed costs for imported water, which serves as Mesa Water's emergency back-up supply. Furthermore, Orange County Water District (OCWD), the agency that manages the Orange County groundwater basin, is increasing the basin replenishment cost by \$65 per acre foot, or 10.4 percent. It is anticipated that OCWD's rates will continue to increase annually over the next several years.

In FY 2025, Mesa Water will continue its focus on essential services and capital and technology improvements that will provide efficiency and productivity gains. The capital improvements will focus on reservoir and pump station upgrades.

In December 2023, Mesa Water conducted a public hearing and notification process to adopt a five-year rate adjustment. The first and second year of that rate and fee are scheduled in FY 2025, ensuring that Mesa Water continues to provide high-quality water for our customers, practices orderly capital infrastructure replacement, and continually improves its technological and operational efficiency.



Budget decisions are based on detailed analysis of the District's management, technology, and operational practices. Mesa Water periodically benchmarks its performance compared to other agencies to ensure that customers receive full value for the rates charged, and Mesa Water remains one of the most efficient water agencies in Orange County. More information about Mesa Water, its finances and strategic objectives and goals can be found at [MesaWater.org](http://MesaWater.org).

I consider it a privilege to serve on the Mesa Water Board to advocate for water, our most precious asset, key to our quality of life and the economic development of our vibrant community. We look forward to continuing to provide 100% local, reliable, clean, safe water now and for generations to come.

Sincerely,

Shawn Dewane  
Mesa Water Board President

Draft

Mesa Water District  
**Fiscal Year 2025 Budget**

Date: May 22, 2024

To: Mesa Water District Board of Directors

**FISCAL YEAR 2025 BUDGET MESSAGE**

I am pleased to present the Fiscal Year (FY) 2025 budget for Mesa Water District (Mesa Water®), beginning July 1, 2024 and ending June 30, 2025.

I would like to express my appreciation to the members of the Board of Directors (Board) for your confidence in Mesa Water's management team as well as your review, advice, suggestions, and policy direction during the budgeting process. This document reflects the time you spent considering and analyzing the District's financial well-being and role in this community. I would also like to thank staff for their contributions and participation in the development of the FY 2025 Budget.

Our mission statement is "Mesa Water District, a local independent special district, manages its finances and water infrastructure, and advocates water policy, while reliably providing an abundance of clean, safe water to benefit the public's quality of life." Mesa Water's strategic plan fulfills the District's mission through seven equal and important strategic goals. Mesa Water provides safe, high-quality water that meets or surpasses all Federal and State drinking water standards. The enhanced Mesa Water Reliability Facility (MWRf) allows the District to provide a 100 percent local and reliable, high-quality, and cost-effective water supply for our service area for decades to come.

**Organizational Priorities**

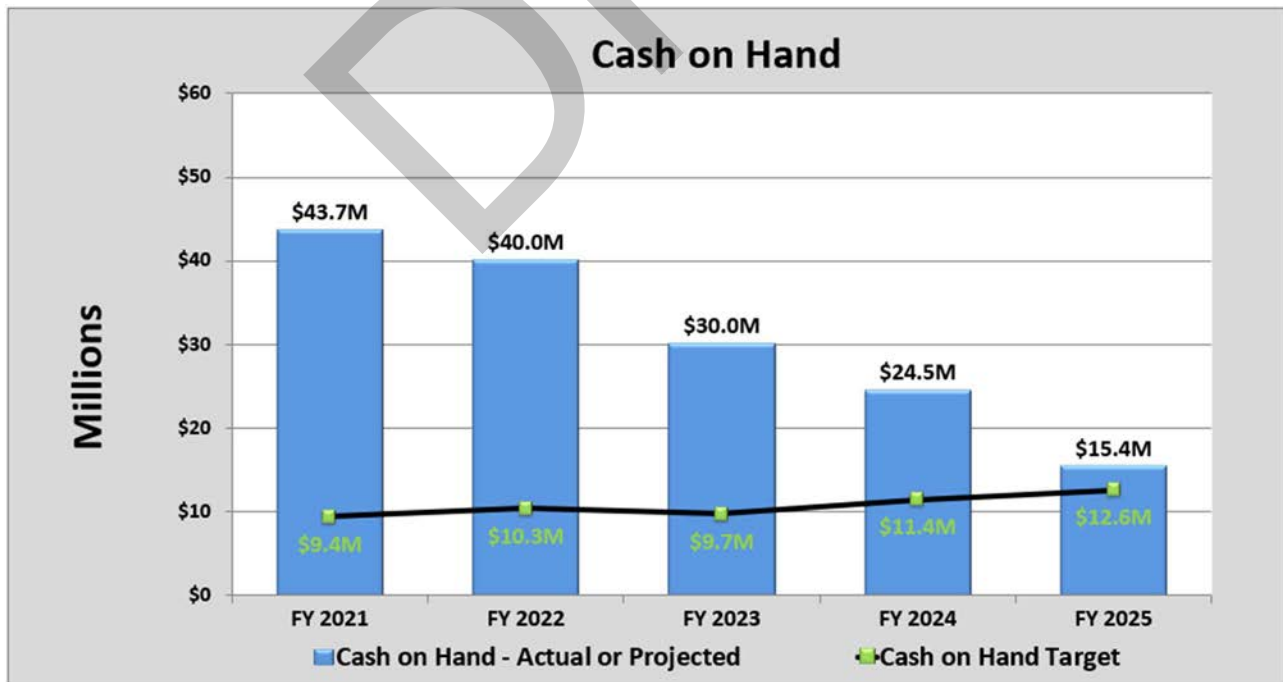
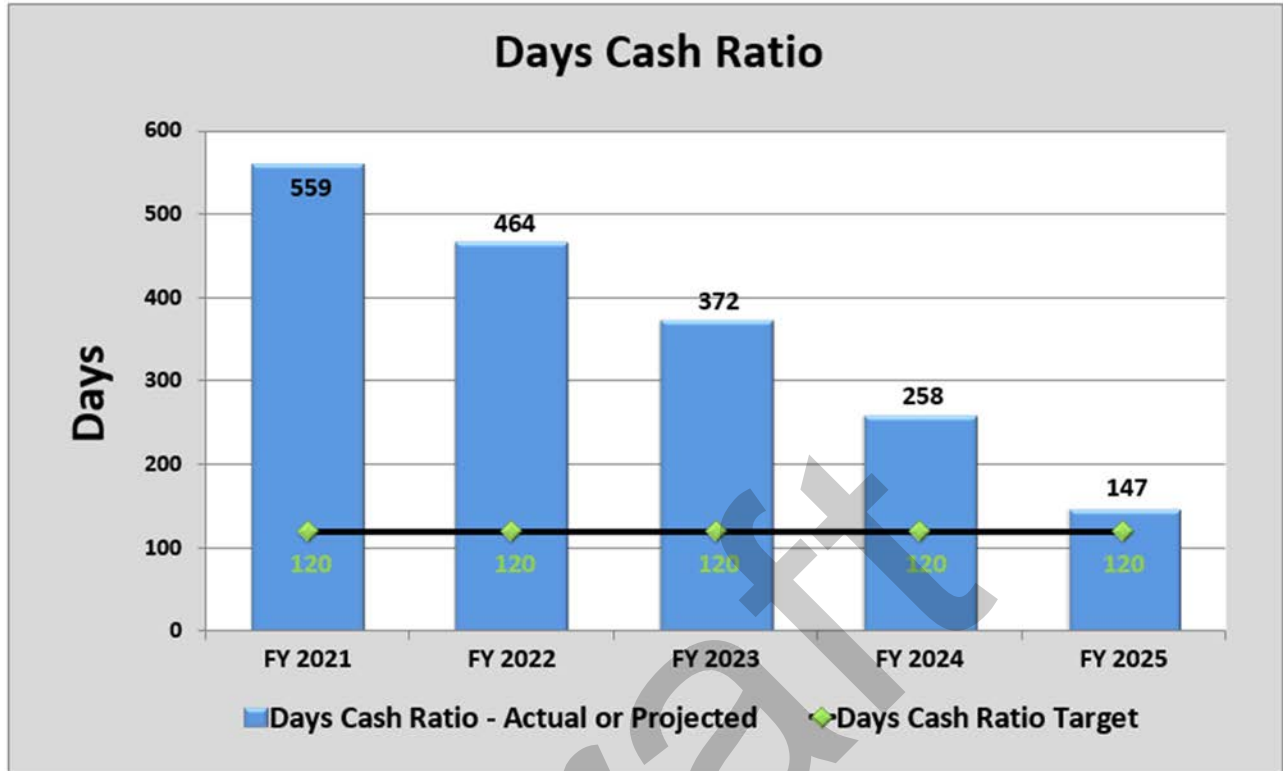
In 2023, Mesa Water's Board reaffirmed the long-range financial plan and adopted multi-year rate increases from Calendar Year 2024 through 2028. In addition, the Board continued its credit worthiness goal as defined by Fitch, Standard & Poor's and other credible rating agencies. The goal is to continue to maintain Mesa Water's strong AAA credit rating. The Board continues to further measure the District's credit-worthiness at the end of each fiscal year by using the Days Cash Ratio, Cash on Hand, and debt coverage metrics. The Days Cash Ratio is defined as total cash available divided by Operating Expenses per days and is a measurement of an agency's ability to meet known and unanticipated expenses. The Board established a Days Cash Ratio goal of 120 days and a Cash on Hand goal of \$12.6 million.

With Mesa Water's last debt issuance in June 2020, the Fitch agency issued a AAA credit rating. For this same debt issuance, Standard & Poor's also issued a AAA rating. Subsequently, in the spring of 2024, Fitch reaffirmed AAA the rating for the 2017 and 2020 debt issuance. Mesa Water is continuing to work on maintaining a strong AAA credit rating from all rating agencies.

The FY 2025 Budget meets both the Days Cash Ratio goal of 120 days and Cash on Hand goal of \$12.6 million, with a budgeted Days Cash Ratio of 147 days and a budgeted Cash on Hand amount of \$15.4 million.

Fitch reviews many factors to qualify for their highest rating, one of which is debt service coverage. Fitch awards its highest score for coverage of 2.0 or greater, while S&P awards its highest score at 1.6 or above. Mesa Water's calculated debt service coverage, per the FY 2025 Budget is 2.70.

Mesa Water District  
Fiscal Year 2025 Budget



Mesa Water District  
Fiscal Year 2025 Budget

**Mesa Water’s Strategic Plan**

The following seven goals are reflected in the FY 2025 budget:

1. Provide an abundant, local, reliable and safe water supply.
2. Perpetually renew and improve our infrastructure.
3. Be financially responsible and transparent.
4. Increase favorable opinion of Mesa Water.
5. Attract, develop and retain skilled employees.
6. Provide excellent customer service.
7. Actively participate in regional and statewide water issues.

**Revenues**

Mesa Water has budgeted 15,998 acre feet of potable water production and 1,087 acre feet of recycled water (total of 17,085 acre feet) for FY 2025, compared to 16,324 acre feet of potable water production and 1,109 acre feet of recycled water (total of 17,433 acre feet) budgeted for FY 2024.

Changes by major category of Operating Revenues are summarized below:

	FY 2024 Budget	FY 2025 Budget
<b>Operating Revenues:</b>		
Water Consumption Sales	\$32,740,864	\$37,173,231
Monthly Meter Service Charge	7,131,440	8,075,826
Capital Charge	6,292,595	7,965,684
Recycled Water Sales	1,679,008	1,721,369
Concessions from Gov. Agencies	-	-
Other Charges and Services	400,000	400,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$48,243,907</b>	<b>\$55,336,110</b>

Mesa Water’s FY 2025 Operating Revenues are budgeted at \$55.3 million compared to \$48.2 million in the FY 2024 budget. Additionally, the Fiscal Year 2025 budget includes revenues based upon the first and second tiers of rate increases in potable water consumption rates, monthly meter service charges and annual capital meter charge from the multi-year rate schedule adopted in 2023 as detailed below:

Mesa Water District  
**Fiscal Year 2025 Budget**

ADOPTED SCHEDULE OF RATE CHANGES

	1/1/2023	1/1/2024	1/1/2025	1/1/2026	1/1/2027	1/1/2028
<b>Per Unit* (CCF):</b>			<b>Usage Charge Rate</b>			
Potable	\$4.87	\$5.42	\$5.96	\$6.38	\$6.83	\$7.30
<b>Meter Size:</b>			<b>Bi-monthly Meter Basic Charge Rate</b>			
5/8"	\$29.55	\$32.93	\$36.22	\$38.75	\$41.47	\$44.37
<b>Potable Water Meter Size:</b>			<b>Annual Capital Meter Charge Rate</b>			
5/8"	\$99.92	\$163.45	\$180.00	\$231.00	\$284.00	\$340.00

\*One unit equals 100 cubic feet or 748 gallons.

Due to development activity revenue remaining less stable and being influenced by general economic conditions, revenues related to development activity are budgeted based on an eight-year rolling historical average. Mesa Water expects this method to reduce volatility in budgeting development revenues.

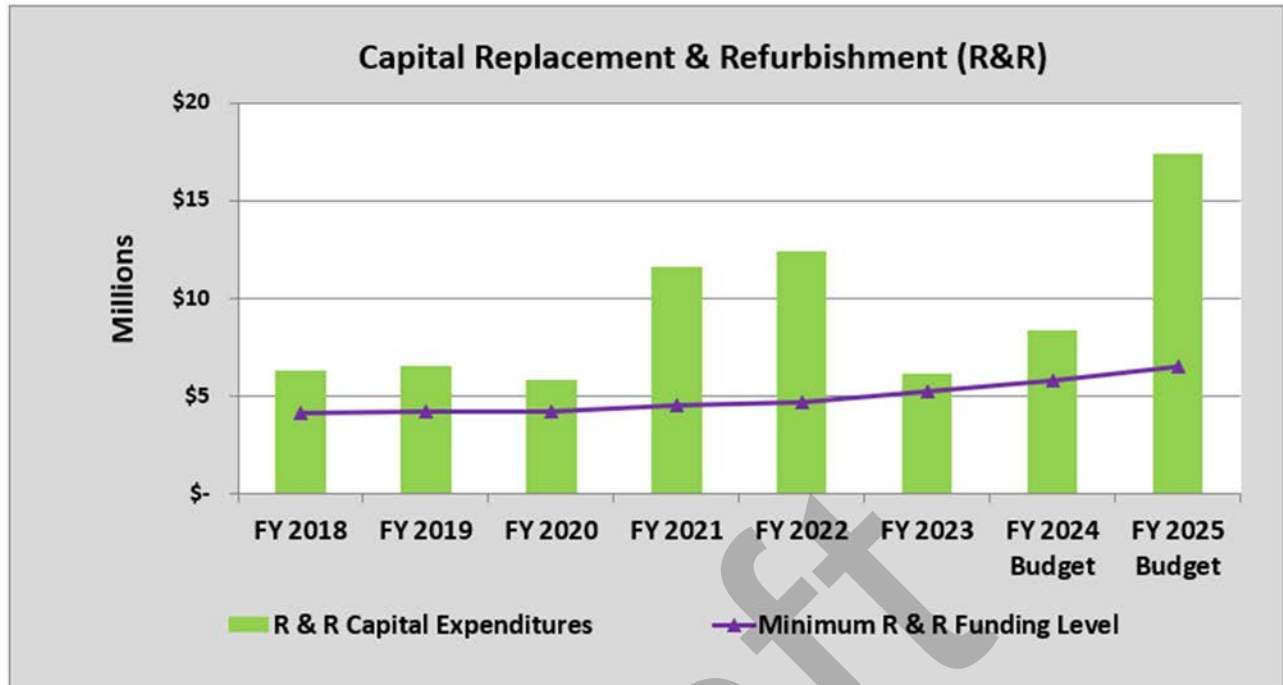
**Capital Projects**

The FY 2025 capital budget includes expenditures of \$22.3 million representing a 59.5 percent increase from the FY 2024 budget of \$14.0 million. This is part of a multi-year, \$70 million, Capital Improvement Program Renewal (CIPR) that has been approved by the Board. The CIPR was funded by a Certificates of Participation issuance in June of 2020. Mesa Water’s Strategic Plan Goal #2 is, “Perpetually renew and improve our infrastructure.” The District has a "perpetual agency" philosophy and has adopted a long-range plan to manage, maintain, and develop its infrastructure.

To further ensure the District's ability to rely solely upon locally sourced groundwater, construction on one of two new wells was completed in FY 2023 and the second well is projected to be completed by the end of FY 2024. Funds will also be used for a pump station upgrade for both reservoirs, water system master plan, new pipelines and replacement of end-of-life pipelines, IT security, a CIS system upgrade, and scheduled annual replacements of hydrants, valves, and meters.



Mesa Water District  
Fiscal Year 2025 Budget



### Expenses

Included in the expense budget are several items which reflect the goals of Mesa Water's Strategic Plan:

1. In FY 2025, Mesa Water will continue maintaining and updating Mesa Water's Computerized Maintenance Management System (CMMS) and streamlining core business processes facilitated through the business improvement process. These projects contribute to Strategic Plan Goal #3, "Be financially responsible and transparent."
2. During FY 2025, Mesa Water will continue conducting outreach to its key audiences, consisting of customers (ratepayers); community members (residents, organizations, and businesses); Federal, State, County, and City elected officials; industry colleagues at OC municipalities, water districts and special districts; media; and current and former Mesa Water staff and Board members. This outreach includes facilitating clear, concise, and constant communications; producing publications about Mesa Water and water; and managing Mesa Water's social media program. Mesa Water plans to conduct ongoing constituent relations activities, including community sponsorships, participating in community events, and giving tours of the MWRP to provide water education and information about programs and services, capital improvements projects and the related benefits. These items contribute to the District's Strategic Plan Goals #4, "Increase favorable opinion of Mesa Water," and #6, "Provide excellent customer service."
3. Lastly, the District will continue its government relations work including legislative affairs and advocacy activities for issues that may impact Mesa Water and its constituents. These items contribute primarily to the District's Strategic Plan Goals #4, "Increase favorable opinion of Mesa Water" and #7, "Actively participate in regional and statewide water issues," and secondarily to Goals #3, "Be financially responsible and transparent," #5, "Attract, develop and retain skilled employees," and #6, "Provide excellent customer service."

Mesa Water District  
**Fiscal Year 2025 Budget**

Mesa Water’s FY 2025 Operating Expenses are budgeted at \$38.3 million compared to \$36.8 million in the FY 2024 budget, an increase of 4.0% in Operating Expenses. Changes by major category of Operating Expenses are summarized below:

	FY 2024 Budget	FY 2025 Budget	% Change
<b>Operating Expense:</b>			
Imported Sources of Supply	\$539,000	\$560,800	4.4%
Basin Managed Water	-	-	0.0%
Clear Water	10,996,970	11,597,573	5.4%
Amber Water	2,914,686	2,928,835	0.5%
Recycled Water	1,064,640	1,075,043	1.0%
Transmission and Distribution	9,530,555	9,829,200	3.1%
General and Administrative	11,787,174	12,310,162	4.4%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$36,833,025</b>	<b>\$38,301,613</b>	<b>4.0%</b>

**Economic and Policy Issues**

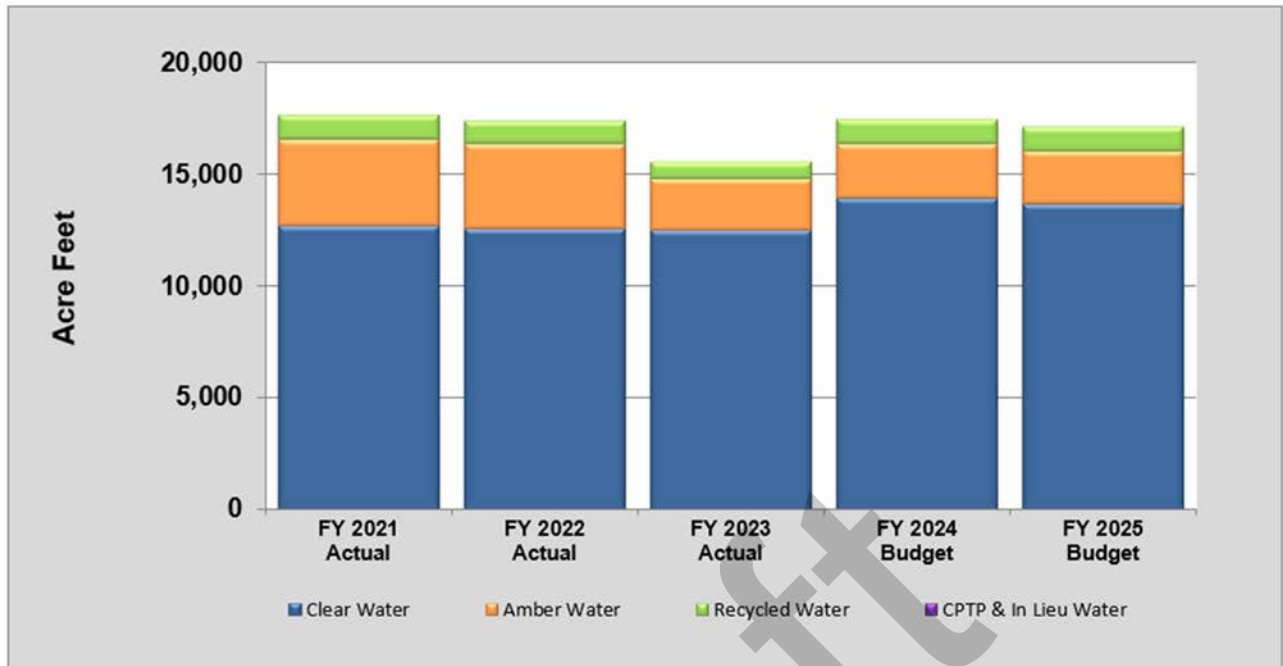
Imported water is higher in cost per acre foot in comparison to clear or amber water, with additional imported fixed costs charged to Mesa Water regardless of the amount of water purchased. Costs detailed below are comprised of (water production) operating expenses, net of Metropolitan Water District Local Resource Program (LRP) revenue:

Water Source	FY 2025 Budgeted Average Cost per Acre Foot
<b>Clear Water</b>	\$853
<b>Amber Water (MWRf)</b>	\$1,220 - \$169 LRP = \$1,051
<b>Imported Water</b>	\$1,256/\$1,395
<b>Recycled Water</b>	\$989

During FY 2025, Mesa Water expects Orange County Water District (OCWD) to maintain the Basin Pumping Percentage (BPP) at 85 percent of total potable supply. The Replenishment Assessment (RA) acre foot charge by OCWD is expected to increase from \$624 to \$689 due to increased O&M costs because of stricter restrictions related to perfluoroalkyl substances (PFAS) detection levels.

The MWRf Improvements Project was completed in FY 2013, and the MWRf was fully operational in FY 2014. In FY 2025, the MWRf is budgeted to run at an approximate capacity of 2,400 acre feet, complementing clear water production to achieve 100 percent locally-sourced water supplies. With the MWRf, Mesa Water has eliminated the need to purchase imported water in almost all circumstances. The following is a summary of budgeted sources of water for FY 2025:

Mesa Water District  
Fiscal Year 2025 Budget



### Staffing Levels

Staffing levels are projected to remain the same from FY 2024, at 56 Full-Time Employees (FTE) (plus one Limited-Term position to support the CIPR).

### Conclusion

Mesa Water continues to thrive as an organization. The budget demonstrates Mesa Water's commitment to meeting its financial and strategic goals. The District's Board of Directors and staff continue a tradition of innovation with ideas and methods for accomplishing the District's mission: Mesa Water District, a local independent special district, manages its finances and water infrastructure, and advocates water policy, while reliably providing an abundance of clean, safe water to benefit the public's quality of life.

Sincerely,

Paul E. Shoenberger, P.E.  
Mesa Water General Manager



## Fiscal Year 2025 Budget

### TABLE OF CONTENTS

Message from the President (open for final version).....	i
Letter of Transmittal.....	iii
Table of Contents .....	x
<b><i>I. BUDGET SUMMARY</i></b>	
Comparative Statement of Revenues, Expenses, and Changes in Net Position .....	1
FY 2025 Departmental Statement of Revenues, Expenses, and Changes in Net Position.....	2
FY 2024 Departmental Statement of Revenues, Expenses, and Changes in Net Position.....	3
Capital Expenditures Summary.....	4
Pro Forma Statement of Cash Flows .....	5
<b><i>II. BASIS OF THE BUDGET</i></b>	
Water Data.....	6
Water Supply Components.....	7
Production of Potable Water in Acre Feet, Monthly 4 Year Trend Analysis (Graph) .....	8
Water Supply Needs – Historical and Projected (Graph).....	9
Water Supply Needs – Historical and Projected with Best Fit Line (Graph) .....	10
Organizational Chart.....	11
Personnel Summary .....	12
Labor and Benefits Summary .....	13
COP Coverage Ratios .....	14
Designated Fund Levels.....	15
District Overview.....	16
Major Revenue Descriptions .....	17
Fund Description.....	19
Basis of Accounting .....	19
Budget Controls and Revisions .....	19
<b><i>III. DEPARTMENTS</i></b>	
General (Departments 000).....	20
Governance (Department 100).....	22
Office of the General Manager Department (Department 200).....	22
Information Technology (Department 250).....	22
Water Costs (Departments 310, 320, and 330) .....	23
Water Operations Department (Department 300) .....	24
Engineering Department (Department 400) .....	24
Customer Services Department (Department 500).....	25
Financial Services Department (Department 600) .....	26
Public Affairs Department (Department 700) .....	27
Water Policy Department (Department 900) .....	27
Administrative Services Department (Department 800).....	28
Human Resources Department (Department 850) .....	28
<b><i>IV. APPENDIX</i></b>	
Glossary of Terms .....	Appendix 1



Fiscal Year 2025 Budget

Comparative Statement of Revenues, Expenses, and Changes in Net Position

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
<b>OPERATING REVENUES:</b>				
Water consumption sales	\$ 30,400,094	\$ 28,790,095	\$ 32,740,864	\$ 37,173,231
Monthly meter service charge	8,913,788	8,301,981	7,131,440	8,075,826
Capital charge	-	2,263,880	6,292,595	7,965,684
Recycled water sales	1,470,021	1,208,355	1,679,008	1,721,369
Concessions from gov. agencies (incl. CPTP)	-	-	-	-
Other charges and services	288,514	538,036	400,000	400,000
<b>TOTAL OPERATING REVENUES</b>	<b>41,072,417</b>	<b>41,102,347</b>	<b>48,243,907</b>	<b>55,336,110</b>
<b>OPERATING EXPENSES:</b>				
Imported Water Fixed Costs	413,434	337,578	539,000	560,800
Basin Managed Water	3,200	-	-	-
Clear water cost	7,895,494	8,840,948	10,996,970	11,597,573
Amber water cost	3,497,340	2,540,434	2,914,686	2,928,835
Recycled water	920,277	727,510	1,064,640	1,075,043
Transmission and distribution	8,437,533	7,552,934	9,530,555	9,829,200
General and administrative	10,142,721	9,133,928	11,787,174	12,310,162
<b>TOTAL OPERATING EXPENSES</b>	<b>31,310,000</b>	<b>29,133,332</b>	<b>36,833,025</b>	<b>38,301,613</b>
<b>OPERATING INCOME BEFORE DEPRECIATION AND AMORTIZATION</b>	<b>9,762,417</b>	<b>11,969,015</b>	<b>11,410,882</b>	<b>17,034,497</b>
Depreciation and amortization	(6,130,487)	(6,657,317)	(6,395,000)	(6,500,000)
<b>OPERATING INCOME</b>	<b>3,631,930</b>	<b>5,311,698</b>	<b>5,015,882</b>	<b>10,534,497</b>
<b>NONOPERATING REVENUES / (EXPENSES):</b>				
Bond issuance costs	-	-	-	-
Intergovernmental	365,745	-	-	-
Investment earnings (incl. unrealized)	(3,737,760)	1,594,982	250,000	101,500
Interest expense - long-term debt	(2,606,831)	(2,449,394)	(2,273,302)	(2,094,198)
Gain (Loss) on sale/disposition of capital assets, net	(469,500)	56,303	(50,000)	(25,000)
Impairment of capital assets & termination of lease	-	-	-	-
Other non-operating, net	944,360	1,226	(5,000)	(5,000)
<b>NONOPERATING REVENUES / (EXPENSES):</b>	<b>(5,503,986)</b>	<b>(796,883)</b>	<b>(2,078,302)</b>	<b>(2,022,698)</b>
<b>INCOME BEFORE CAPITAL CONTRIBUTIONS</b>	<b>(1,872,056)</b>	<b>4,514,815</b>	<b>2,937,580</b>	<b>8,511,799</b>
<b>CAPITAL CONTRIBUTIONS:</b>				
Capacity and installation charges	276,876	1,002,954	1,120,000	1,065,000
Capital Grants (includes LRP)	587,232	365,267	413,403	412,490
Developers and others	945,812	1,802,058	825,000	900,000
<b>TOTAL CAPITAL CONTRIBUTIONS</b>	<b>1,809,920</b>	<b>3,170,279</b>	<b>2,358,403</b>	<b>2,377,490</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ (62,136)</b>	<b>\$ 7,685,094</b>	<b>\$ 5,295,983</b>	<b>\$ 10,889,289</b>



Fiscal Year 2025 Budget

FY 2025 (Budget) Departmental Statement of Revenues, Expenses, and Changes in Net Position

	Consolidated (All Depts)	General (000), (020)	Board (100)	Office of the GM (200)	Information Technology (250)	Water Ops (3XX)	Engineering (400)	Customer Services (500)	Financial Services (600)	Public Affairs (700)	Administrative Services (800)	Human Resources (850)	External Affairs (900)
<b>OPERATING REVENUES:</b>													
Water consumption sales	\$ 37,173,231	\$ 37,173,231	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Monthly meter service charge	8,075,826	8,075,826	-	-	-	-	-	-	-	-	-	-	-
Monthly meter service charge	7,965,684	7,965,684	-	-	-	-	-	-	-	-	-	-	-
Recycled water sales	1,721,369	1,721,369	-	-	-	-	-	-	-	-	-	-	-
Concessions from gov. agencies (incl. CPTP)	-	-	-	-	-	-	-	-	-	-	-	-	-
Other charges and services	400,000	400,000	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>55,336,110</b>	<b>55,336,110</b>	-	-	-	-	-	-	-	-	-	-	-
<b>OPERATING EXPENSES:</b>													
Imported and Basin Managed water costs	560,800	-	-	-	-	560,800	-	-	-	-	-	-	-
Clear water cost	11,597,573	-	-	-	-	11,597,573	-	-	-	-	-	-	-
Amber water cost	2,928,835	-	-	-	-	2,928,835	-	-	-	-	-	-	-
Recycled water	1,075,043	1,075,043	-	-	-	-	-	-	-	-	-	-	-
Transmission and distribution	9,829,200	-	-	-	-	8,511,645	1,317,555	-	-	-	-	-	-
General and administrative	12,310,162	-	573,196	1,819,311	2,084,000	-	-	743,270	2,355,636	1,922,956	1,140,654	860,639	810,500
<b>TOTAL OPERATING EXPENSES</b>	<b>38,301,613</b>	<b>1,075,043</b>	<b>573,196</b>	<b>1,819,311</b>	<b>2,084,000</b>	<b>23,598,853</b>	<b>1,317,555</b>	<b>743,270</b>	<b>2,355,636</b>	<b>1,922,956</b>	<b>1,140,654</b>	<b>860,639</b>	<b>810,500</b>
<b>OPERATING INCOME BEFORE DEPRECIATION AND AMORTIZATION</b>													
	<b>17,034,497</b>	<b>54,261,067</b>	<b>(573,196)</b>	<b>(1,819,311)</b>	<b>(2,084,000)</b>	<b>(23,598,853)</b>	<b>(1,317,555)</b>	<b>(743,270)</b>	<b>(2,355,636)</b>	<b>(1,922,956)</b>	<b>(1,140,654)</b>	<b>(860,639)</b>	<b>(810,500)</b>
Depreciation and amortization	(6,500,000)	(6,500,000)	-	-	-	-	-	-	-	-	-	-	-
<b>OPERATING INCOME / (LOSS)</b>	<b>10,534,497</b>	<b>47,761,067</b>	<b>(573,196)</b>	<b>(1,819,311)</b>	<b>(2,084,000)</b>	<b>(23,598,853)</b>	<b>(1,317,555)</b>	<b>(743,270)</b>	<b>(2,355,636)</b>	<b>(1,922,956)</b>	<b>(1,140,654)</b>	<b>(860,639)</b>	<b>(810,500)</b>
<b>NONOPERATING REVENUES / (EXPENSES):</b>													
Investment earnings	101,500	101,500	-	-	-	-	-	-	-	-	-	-	-
Interest expense - long-term debt	(2,094,198)	(2,094,198)	-	-	-	-	-	-	-	-	-	-	-
Loss on sale/disposition of capital assets, net	(25,000)	(25,000)	-	-	-	-	-	-	-	-	-	-	-
Loss on abandonment	-	-	-	-	-	-	-	-	-	-	-	-	-
Other non-operating, net	(5,000)	(5,000)	-	-	-	-	-	-	-	-	-	-	-
<b>NONOPERATING REVENUES / (EXPENSES):</b>	<b>(2,022,698)</b>	<b>(2,022,698)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>INCOME BEFORE CAPITAL CONTRIBUTIONS</b>	<b>8,511,799</b>	<b>45,738,369</b>	<b>(573,196)</b>	<b>(1,819,311)</b>	<b>(2,084,000)</b>	<b>(23,598,853)</b>	<b>(1,317,555)</b>	<b>(743,270)</b>	<b>(2,355,636)</b>	<b>(1,922,956)</b>	<b>(1,140,654)</b>	<b>(860,639)</b>	<b>(810,500)</b>
<b>CAPITAL CONTRIBUTIONS:</b>													
Capacity and installation charges	1,065,000	1,065,000	-	-	-	-	-	-	-	-	-	-	-
Capital grants (includes LRP)	412,490	412,490	-	-	-	-	-	-	-	-	-	-	-
Developers and others	900,000	900,000	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL CONTRIBUTIONS</b>	<b>2,377,490</b>	<b>2,377,490</b>	-	-	-	-	-	-	-	-	-	-	-
<b>CHANGE IN NET POSITION (2025 Budget)</b>	<b>\$ 10,889,289</b>	<b>\$ 48,115,859</b>	<b>\$ (573,196)</b>	<b>\$ (1,819,311)</b>	<b>\$ (2,084,000)</b>	<b>\$ (23,598,853)</b>	<b>\$ (1,317,555)</b>	<b>\$ (743,270)</b>	<b>\$ (2,355,636)</b>	<b>\$ (1,922,956)</b>	<b>\$ (1,140,654)</b>	<b>\$ (860,639)</b>	<b>\$ (810,500)</b>
<b>CHANGE IN NET POSITION (2024 Budget)</b>	<b>\$ (17,746,143)</b>	<b>\$ 41,064,368</b>	<b>\$ (522,196)</b>	<b>\$ (1,911,288)</b>	<b>\$ (23,042,126)</b>	<b>\$ (23,042,126)</b>	<b>\$ (939,085)</b>	<b>\$ (997,933)</b>	<b>\$ (2,023,786)</b>	<b>\$ (1,483,663)</b>	<b>\$ (3,269,892)</b>	<b>\$ (752,796)</b>	<b>\$ (825,620)</b>



Fiscal Year 2025 Budget

FY 2024 (Budget) Departmental Statement of Revenues, Expenses, and Changes in Net Position

	Consolidated (All Depts)	General (000), (020)	Board (100)	Office of the GM (200)	Information Technology (250)	Water Ops (3XX)	Engineering (400)	Customer Services (500)	Financial Services (600)	Public Affairs (700)	Administrative Services (800)	Human Resources (850)	External Affairs (900)
<b>OPERATING REVENUES:</b>													
Water consumption sales	\$ 32,740,864	\$ 32,740,864	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Monthly meter service charge	7,131,440	7,131,440	-	-	-	-	-	-	-	-	-	-	-
Monthly meter service charge	6,292,595	6,292,595	-	-	-	-	-	-	-	-	-	-	-
Recycled water sales	1,679,008	1,679,008	-	-	-	-	-	-	-	-	-	-	-
Concessions from gov. agencies (incl. CPTP)	-	-	-	-	-	-	-	-	-	-	-	-	-
Other charges and services	400,000	400,000	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>48,243,907</b>	<b>48,243,907</b>	-	-	-	-	-	-	-	-	-	-	-
<b>OPERATING EXPENSES:</b>													
Imported and Basin Managed water costs	539,000	-	-	-	-	539,000	-	-	-	-	-	-	-
Clear water cost	10,996,970	-	-	-	-	10,996,970	-	-	-	-	-	-	-
Amber water cost	2,914,686	-	-	-	-	2,914,686	-	-	-	-	-	-	-
Recycled water	1,064,640	1,064,640	-	-	-	-	-	-	-	-	-	-	-
Transmission and distribution	9,530,555	-	-	-	-	8,591,470	939,085	-	-	-	-	-	-
General and administrative	11,787,174	-	522,196	1,911,288	-	-	-	997,933	2,023,786	1,483,663	3,269,892	752,796	825,620
<b>TOTAL OPERATING EXPENSES</b>	<b>36,833,025</b>	<b>1,064,640</b>	<b>522,196</b>	<b>1,911,288</b>	-	<b>23,042,126</b>	<b>939,085</b>	<b>997,933</b>	<b>2,023,786</b>	<b>1,483,663</b>	<b>3,269,892</b>	<b>752,796</b>	<b>825,620</b>
<b>OPERATING INCOME BEFORE DEPRECIATION AND AMORTIZATION</b>													
	<b>11,410,882</b>	<b>47,179,267</b>	<b>(522,196)</b>	<b>(1,911,288)</b>	-	<b>(23,042,126)</b>	<b>(939,085)</b>	<b>(997,933)</b>	<b>(2,023,786)</b>	<b>(1,483,663)</b>	<b>(3,269,892)</b>	<b>(752,796)</b>	<b>(825,620)</b>
Depreciation and amortization	(6,395,000)	(6,395,000)	-	-	-	-	-	-	-	-	-	-	-
<b>OPERATING INCOME / (LOSS)</b>	<b>5,015,882</b>	<b>40,784,267</b>	<b>(522,196)</b>	<b>(1,911,288)</b>	-	<b>(23,042,126)</b>	<b>(939,085)</b>	<b>(997,933)</b>	<b>(2,023,786)</b>	<b>(1,483,663)</b>	<b>(3,269,892)</b>	<b>(752,796)</b>	<b>(825,620)</b>
<b>NONOPERATING REVENUES / (EXPENSES):</b>													
Investment earnings	250,000	250,000	-	-	-	-	-	-	-	-	-	-	-
Interest expense - long-term debt	(2,273,302)	(2,273,302)	-	-	-	-	-	-	-	-	-	-	-
Loss on sale/disposition of capital assets, net	(50,000)	(50,000)	-	-	-	-	-	-	-	-	-	-	-
Loss on abandonment	-	-	-	-	-	-	-	-	-	-	-	-	-
Other non-operating, net	(5,000)	(5,000)	-	-	-	-	-	-	-	-	-	-	-
<b>NONOPERATING REVENUES / (EXPENSES):</b>	<b>(2,078,302)</b>	<b>(2,078,302)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>INCOME BEFORE CAPITAL CONTRIBUTIONS</b>	<b>2,937,580</b>	<b>38,705,965</b>	<b>(522,196)</b>	<b>(1,911,288)</b>	-	<b>(23,042,126)</b>	<b>(939,085)</b>	<b>(997,933)</b>	<b>(2,023,786)</b>	<b>(1,483,663)</b>	<b>(3,269,892)</b>	<b>(752,796)</b>	<b>(825,620)</b>
<b>CAPITAL CONTRIBUTIONS:</b>													
Capacity and installation charges	1,120,000	1,120,000	-	-	-	-	-	-	-	-	-	-	-
Capital grants (includes LRP)	413,403	413,403	-	-	-	-	-	-	-	-	-	-	-
Developers and others	825,000	825,000	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL CONTRIBUTIONS</b>	<b>2,358,403</b>	<b>2,358,403</b>	-	-	-	-	-	-	-	-	-	-	-
<b>CHANGE IN NET POSITION (2024 Budget)</b>	<b>\$ 5,295,983</b>	<b>\$ 41,064,368</b>	<b>\$ (522,196)</b>	<b>\$ (1,911,288)</b>	<b>\$ -</b>	<b>\$ (23,042,126)</b>	<b>\$ (939,085)</b>	<b>\$ (997,933)</b>	<b>\$ (2,023,786)</b>	<b>\$ (1,483,663)</b>	<b>\$ (3,269,892)</b>	<b>\$ (752,796)</b>	<b>\$ (825,620)</b>
<b>CHANGE IN NET POSITION (2023 Budget)</b>	<b>\$ 4,636,488</b>	<b>\$ 37,466,576</b>	<b>\$ (465,318)</b>	<b>\$ (1,614,457)</b>	<b>\$ -</b>	<b>\$ (20,400,060)</b>	<b>\$ (818,258)</b>	<b>\$ (1,027,938)</b>	<b>\$ (2,384,322)</b>	<b>\$ (1,280,548)</b>	<b>\$ (3,312,896)</b>	<b>\$ (954,118)</b>	<b>\$ (572,173)</b>



**Fiscal Year 2025 Budget  
Capital Expenditures Summary**

Description	FY 2024 Budget	FY 2025 Budget
<b>WELLS:</b>		
Croddy/Chandler Pipeline Construction	\$ -	\$ 1,500,000
<b>RESERVOIRS:</b>		
Reservoirs 1 and 2 Pump Station Upgrades Project	7,040,000	16,125,000
<b>DISTRIBUTION:</b>		
Electrical Upgrades	115,000	-
Vault Replacements	60,600	-
Pipeline Integrity Testing Program	200,000	200,000
Other Agency Projects	-	50,000
Water System Master Plan	552,225	1,000,000
Local Ground Water Supply Improvement Plan	-	150,000
<b>ROUTINE OPERATIONS:</b>		
Operations Routine Capital (Hyd., Valves, Meters, etc.)	1,000,000	1,000,000
<b>NON-ROUTINE OPERATIONS:</b>		
Operations Non-Routine Capital (Vehicles, Other)	1,050,400	437,000
SCADA Radio Replacement Project	191,600	-
<b>DISTRICT FACILITIES:</b>		
MWRF	407,700	-
Security System Replacement	750,360	-
<b>INFORMATION TECHNOLOGY:</b>		
IT Upgrades	1,415,000	-
<b>MISC:</b>		
CIS	250,000	1,000,000
Software Upgrades	-	450,000
<b>Total Capital</b>	<b>\$ 13,032,885</b>	<b>\$ 21,912,000</b>
Internal Labor, Material, Overhead	\$ 950,000	\$ 396,200
	<b>\$ 13,982,885</b>	<b>\$ 22,308,200</b>





**Fiscal Year 2025 Budget  
Pro Forma Statement of Cash Flows**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>				
Operating Income	\$ 3,631,930	\$ 5,311,698	\$ 5,015,882	\$ 10,534,497
Adjustments				
Depreciation	6,130,487	6,657,317	6,395,000	6,500,000
Other	551,433	(1,189,853)	-	-
Changes in assets & liabilities	1,749,622	(1,395,591)	2,711,658	2,423,828
OPEB Trust Contribution	(110,000)	(110,000)	(110,000)	-
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>11,953,472</b>	<b>9,273,571</b>	<b>14,012,540</b>	<b>19,458,325</b>
<b>CASH FLOWS FROM CAPITAL &amp; FINANCING ACTIVITIES:</b>				
Acquisition and construction of capital assets	(21,833,965)	(18,030,498)	(13,982,885)	(22,308,200)
Proceeds from 2020 COPS	22,430,392	15,321,303	11,327,187	11,307,768
Impairment of capital assets & lease termination	-	-	-	-
Principal Paid on long-term debt	(3,175,000)	(3,385,000)	(3,605,000)	(3,835,000)
Interest Paid on long-term debt	(3,573,148)	(1,318,399)	(3,243,450)	(3,063,200)
Proceeds from capacity and installation charges	276,876	1,002,954	1,120,000	1,065,000
Proceeds from capital grant	587,232	365,267	413,403	412,490
<b>NET CASH PROVIDED BY CAPITAL &amp; FINANCING ACTIVITIES</b>	<b>(5,287,613)</b>	<b>(6,044,373)</b>	<b>(7,970,745)</b>	<b>(16,421,142)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>				
Investment earnings	314,382	823,058	195,000	71,500
Investments	(10,640,065)	(14,052,298)	(11,987,500)	(12,220,000)
<b>NET CASH PROVIDED BY INVESTING ACTIVITIES</b>	<b>(10,325,683)</b>	<b>(13,229,240)</b>	<b>(11,792,500)</b>	<b>(12,148,500)</b>
<b>NET INCREASE IN CASH &amp; CASH EQUIVALENTS</b>	<b>(3,659,824)</b>	<b>(10,000,042)</b>	<b>(5,750,705)</b>	<b>(9,111,317)</b>
<b>CASH &amp; INVESTMENTS - beginning of year</b>	<b>43,654,237</b>	<b>39,994,413</b>	<b>30,270,754</b>	<b>24,520,049</b>
<b>CASH &amp; INVESTMENTS - end of year</b>	<b>\$ 39,994,413</b>	<b>\$ 29,994,372</b>	<b>\$ 24,520,049</b>	<b>\$ 15,408,732</b>



**Fiscal Year 2025 Budget  
Water Data**

**Water Revenue Data**

**Revenue**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
All Potable Water Revenue	\$ 30,400,094	\$ 28,790,095	\$ 32,740,864	\$ 37,173,231
Recycled Water Revenue	1,470,021	1,208,355	1,679,008	1,721,369
<b>Total Water Revenue</b>	<b>\$ 31,870,115</b>	<b>\$ 29,998,450</b>	<b>\$ 34,419,872</b>	<b>\$ 38,894,600</b>

**Acre Feet Sold**

Potable	15,549	14,022	15,345	15,029
Recycled	1,017	781	1,109	1,087
<b>Total Acre Feet</b>	<b>16,566</b>	<b>14,803</b>	<b>16,454</b>	<b>16,116</b>

**Revenue Per Acre Foot**

Potable	\$ 1,955	\$ 2,053	\$ 2,134	\$ 2,473
Recycled	\$ 1,445	\$ 1,547	\$ 1,514	\$ 1,584
<b>Total Revenue Per Acre Foot</b>	<b>\$ 1,924</b>	<b>\$ 2,027</b>	<b>\$ 2,092</b>	<b>\$ 2,413</b>

**Water Cost Data**

**Cost**

Imported and Basin Managed Water	\$ 416,634	\$ 337,578	\$ 539,000	\$ 560,800
Clear Water	7,895,494	8,840,948	10,996,970	11,597,573
Amber Water	3,497,340	2,540,434	2,914,686	2,928,835
<b>Total Potable Water</b>	<b>11,809,469</b>	<b>11,718,960</b>	<b>14,450,656</b>	<b>15,087,208</b>
Recycled Water	920,277	727,510	1,064,640	1,075,043
<b>Total Water Cost</b>	<b>\$ 12,729,746</b>	<b>\$ 12,446,470</b>	<b>\$ 15,515,296</b>	<b>\$ 16,162,251</b>

**Acre Feet Produced**

Imported and Basin Managed Water	-	-	-	-
Clear Water	12,560	12,483	13,875	13,598
Clear & Imported and Basin Managed Water	12,560	12,483	13,875	13,598
Amber Water	3,766	2,305	2,449	2,400
<b>Total Potable Water</b>	<b>16,326</b>	<b>14,788</b>	<b>16,324</b>	<b>15,998</b>
Recycled	1,017	781	1,109	1,087
<b>Total Acre Feet</b>	<b>17,343</b>	<b>15,569</b>	<b>17,433</b>	<b>17,085</b>

**Cost Per Acre Foot**

Imported Water (Variable Costs)	\$ 1,124	\$ 1,176	\$ 1,233	\$ 1,326
Clear Water	\$ 629	\$ 708	\$ 793	\$ 853
Amber Water	\$ 929	\$ 1,102	\$ 1,190	\$ 1,220
Recycled	\$ 905	\$ 932	\$ 960	\$ 989
<b>Total Cost Per Acre Foot</b>	<b>\$ 734</b>	<b>\$ 799</b>	<b>\$ 890</b>	<b>\$ 946</b>

Imported Water Variable Costs per Acre Foot	\$1104/1143	\$1143/1209	\$1209/1256	\$1209/1256
---	-------------	-------------	-------------	-------------



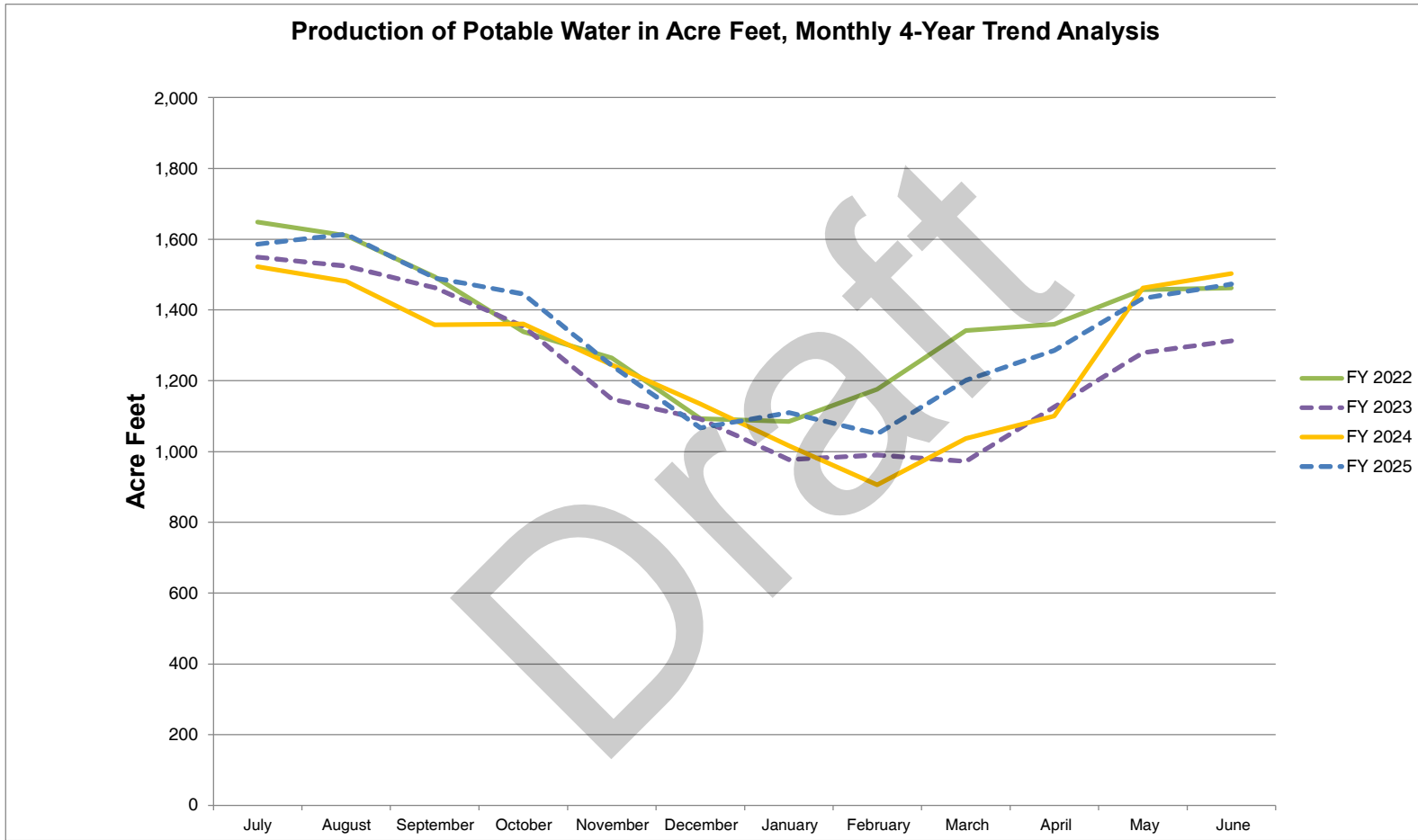
**Fiscal Year 2025 Budget  
Water Supply Components**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
<b>Clear Water Costs</b>				
Basin Replenishment Assessment	\$ 6,367,921	\$ 6,960,157	\$ 8,658,000	\$ 9,368,678
Utilities Pumping	1,104,976	1,198,716	1,522,699	1,497,709
Treatment/ Labor and Materials	422,598	682,075	816,271	731,186
<b>Total Clear Water Costs</b>	<b>\$ 7,895,494</b>	<b>\$ 8,840,948</b>	<b>\$ 10,996,970</b>	<b>\$ 11,597,573</b>
<b>Amber Water Costs</b>				
Basin Replenishment Assessment	\$ 1,909,361	\$ 1,285,911	\$ 1,528,176	\$ 1,653,614
Utilities Pumping	933,795	696,879	547,089	546,869
Treatment/ Labor and Materials	654,184	557,643	839,421	728,352
<b>Total Amber Water Costs</b>	<b>\$ 3,497,340</b>	<b>\$ 2,540,434</b>	<b>\$ 2,914,686</b>	<b>\$ 2,928,835</b>
<b>Imported Water Fixed Costs</b>				
Readiness to Serve - Total Charge	\$ -	\$ 1,185	\$ 1,500	\$ 2,000
Capacity Charge	-	-	-	-
Choice Charges	-	-	55,000	55,000
Retail Meter Charge - Total Charge	316,654	298,586	348,000	360,500
Shared Pipeline Maintenance Costs	54,940	36,000	105,000	121,500
<b>Total Imported Water Fixed Costs</b>	<b>\$ 371,594</b>	<b>\$ 335,771</b>	<b>\$ 509,500</b>	<b>\$ 539,000</b>
Retail Meter Charge - Per Meter (\$)	13.00	13.75	14.25	14.75
Basin Pumping Percentage	77%	77%	85%	85%



Fiscal Year 2025 Budget

Production of Potable Water in Acre Feet, Monthly 4-Year Trend Analysis

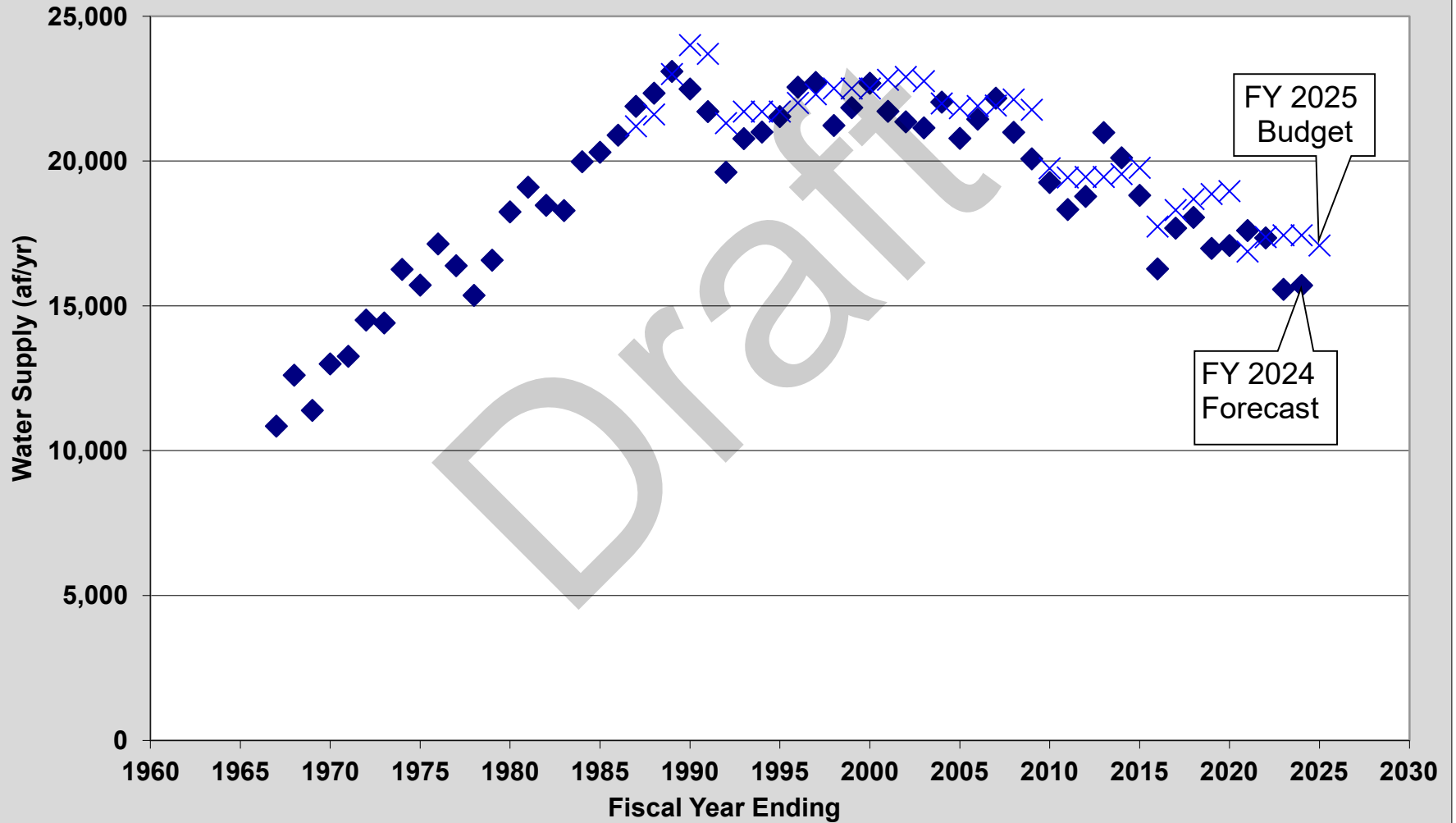


Water Production in Acre Feet

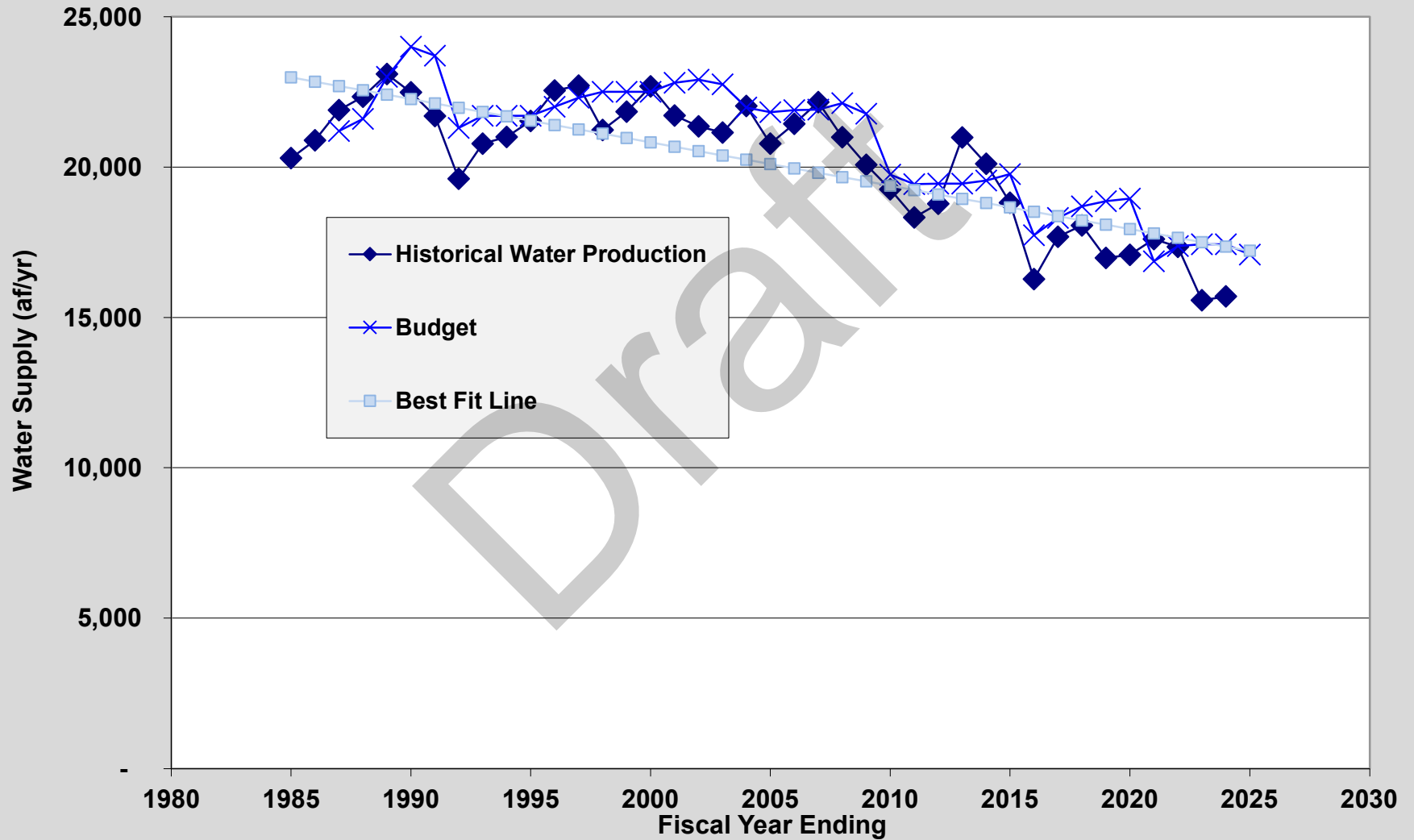
	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY 2022	1,648.4	1,609.8	1,493.5	1,339.0	1,264.3	1,092.5	1,084.7	1,175.8	1,342.2	1,359.3	1,457.1	1,462.3	16,328.9
FY 2023	1,549.2	1,524.2	1,462.8	1,354.2	1,148.4	1,092.2	977.3	990.3	972.1	1,125.7	1,279.4	1,312.5	14,788.3
FY 2024	1,522.6	1,480.9	1,357.8	1,360.3	1,244.9	1,134.6	1,016.5	906.1	1,036.9	1,100.2	1,462.0	1,503.0	15,125.8
FY 2025	1,586.0	1,614.0	1,490.0	1,445.0	1,243.0	1,067.0	1,110.0	1,050.0	1,201.0	1,286.0	1,433.0	1,473.0	15,998.0

### Fiscal Year 2025 Budget Water Supply Needs (Historical and Projected)

◆ Historical Water Production      × Budget

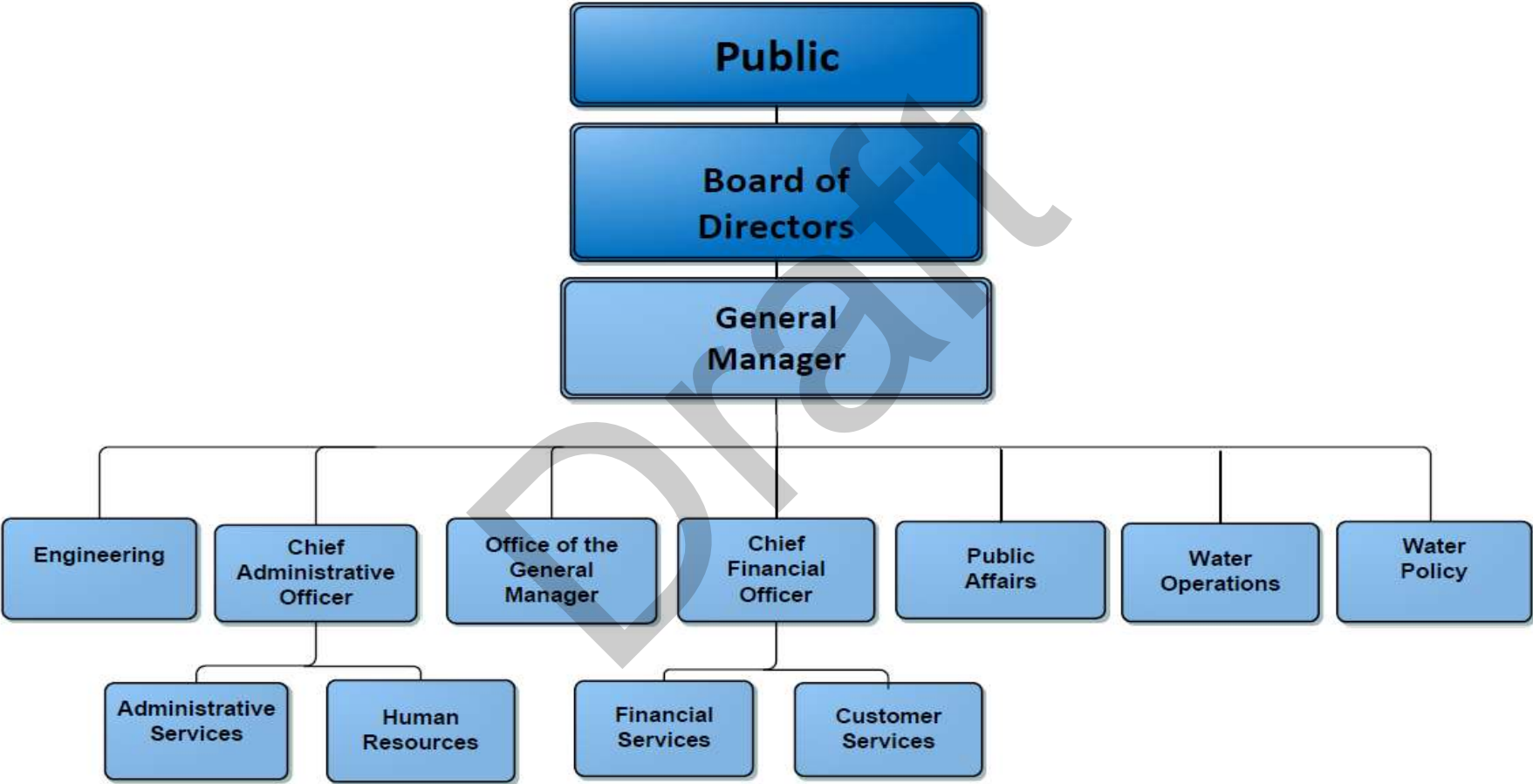


## Fiscal Year 2025 Budget Water Supply Needs (Historical and Projected)





# Mesa Water District FY 2025 Budget





**Fiscal Year 2025 Budget  
Personnel Summary**

	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
OFFICE OF THE GENERAL MANAGER				
Executive Office	2	2	2	2
Information Technology	0	0	0	0
TOTAL DISTRICT MANAGEMENT	2	2	2	2
ADMINISTRATIVE SERVICES				
Administrative Services	5	5	5	5
TOTAL ADMINISTRATIVE SERVICES/IT	5	5	5	5
HUMAN RESOURCES				
Human Resources	3	2	2	2
TOTAL HUMAN RESOURCES	3	2	2	2
CUSTOMER SERVICES				
Customer Service	4	4	4	3
Conservation	1	1	0	0
TOTAL CUSTOMER SERVICE	5	5	4	3
ENGINEERING				
Engineering	5	4	4	4
TOTAL ENGINEERING	5	4	4	4
FINANCIAL SERVICES				
Financial Services	5	5	6	6
TOTAL FINANCIAL SERVICES	5	5	6	6
WATER POLICY				
Water Policy	1.5	1	1	1
TOTAL WATER POLICY	1.5	1	1	1
PUBLIC AFFAIRS				
Public Affairs	1.5	2	2	3
Conservation	0	0	1	1
TOTAL PUBLIC AFFAIRS	1.5	2	3	4
WATER OPERATIONS				
Supervision/Support	7	8	8	8
Distribution	10	10	10	10
Production	3	4	4	4
Water Quality	2	2	2	2
Field Services	5	5	5	5
TOTAL WATER OPERATIONS	27	29	29	29
<b>TOTAL PERSONNEL</b>	<b>55</b>	<b>55</b>	<b>56</b>	<b>56</b>

*Notes:*

- Five elected officials serve on Mesa Water's Board of Directors.
- Limited-Term positions to support the Capital Improvement Program Renewal
- Interns not included in above figures:

Limited-Term	2	2	2	1
Interns	0.5	0.5	0.5	0.5





**Fiscal Year 2025 Budget  
Labor and Benefits Summary**

<b>Category</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
Labor	\$5,683,432	\$5,830,501	\$7,395,771	\$7,689,653
FICA / Medicare	504,857	520,594	527,589	554,214
Workers Comp	116,284	157,623	239,285	241,895
Flex Credits	1,078,743	1,225,743	1,663,200	1,738,800
LTD/Life Insurance/EAP	52,761	49,580	58,250	59,426
Benefits Other	275,586	286,458	420,698	430,608
Retirement	2,898,774	(385,545)	2,115,000	2,260,000
<b>Total</b>	<b>\$10,610,438</b>	<b>\$7,684,954</b>	<b>\$12,419,793</b>	<b>\$12,974,596</b>

Draft



**Fiscal Year 2025 Budget  
COP Coverage Ratios**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
<b>Revenues</b>				
Operating Revenue	\$ 41,072,417	\$ 41,102,347	\$ 48,243,907	\$ 55,336,110
Capacity and Installation Charges	276,876	1,002,954	1,120,000	1,065,000
Non-Operating Revenue	(703,579)	1,960,249	663,403	513,990
<b>Total Revenues</b>	<b>40,645,714</b>	<b>44,065,550</b>	<b>50,027,310</b>	<b>56,915,100</b>
<b>Expenses (Excluding Depreciation Expense)</b>				
<b>Operating Expenses</b>	<b>31,626,126</b>	<b>29,133,332</b>	<b>36,833,025</b>	<b>38,301,613</b>
<b>Income available for debt service</b>	<b>\$ 9,019,588</b>	<b>\$ 14,932,218</b>	<b>\$ 13,194,285</b>	<b>\$ 18,613,487</b>
Annual Debt Service, Senior Debt	\$ 4,180,250	\$ 4,231,500	\$ 4,282,250	\$ 4,332,000
<b>Coverage Ratio, Senior Debt</b>	<b>216%</b>	<b>353%</b>	<b>308%</b>	<b>430%</b>
Annual Debt Service, Subordinated Debt	\$ 2,566,200	\$ 2,566,200	\$ 2,566,200	\$ 2,566,200
<b>Coverage Ratio, Total Debt</b>	<b>134%</b>	<b>220%</b>	<b>193%</b>	<b>270%</b>



**Fiscal Year 2025 Budget  
Designated Fund Levels**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET	DAYS
<b>Customer &amp; Development Deposits</b>	\$ 2,661,809	\$ 2,707,248	\$ 2,850,000	\$ 2,000,000	N/A
<b>Capital Replacement Fund</b>	7,404,565	2,459,011	1,132,776	816,421	N/A
<b>Other Funds</b>					
Administrative & General Fund	1,710,174	1,805,681	1,903,727	1,049,359	10 - 25
Catastrophe Fund	12,826,302	6,771,303	1,500,000	3,148,078	30 - 180
	14,536,476	8,576,984	3,403,727	4,197,437	
<b>Liquidity Funds</b>					
Operating Funds (Target 50 days)	10,261,042	10,834,085	11,422,364	5,246,796	50 - 150
Rate Stabilization Funds (Target 30 days)	5,130,521	5,417,043	5,711,182	3,148,078	30 - 75
<b>Total Liquidity Funds (Target 80 days total)</b>	15,391,563	16,251,128	17,133,546	8,394,874	
<b>Total Cash - Designated Funds</b>	\$ 39,994,413	\$ 29,994,371	\$ 24,520,049	\$ 15,408,732	N/A

Operating Expense	\$ 31,210,669	\$ 32,953,676	\$ 34,743,025	\$ 38,301,613
Cash per Day	\$ 85,509	\$ 90,284	\$ 95,186	\$ 104,936
Days Cash Ratio Actual/Estimate	468	332	258	147
Days Cash Ratio Target	120	120	120	120

**Fund Descriptions:**

**Customer & Development Deposits** - Monies held on behalf of Mesa Water's customers as required for their utility account or as cash bonds for development projects.

**Capital Replacement Fund** - Used for the replacement of capitalized assets when they reach the end of their useful lives. The target level of the fund shall be \$10 million. The maximum will be based on Mesa Water's Asset Management Plan.

**Administrative & General Fund** - One of the two capital funds used to fund certain major general, administrative and overhead projects. It is intended to fund (or partially fund) offices, fixtures, furnishings, vehicles and equipment on a pay-as-you-go basis. The target level will equal 10 days of Mesa Water's budgeted total operating expenses and the maximum will be 25 days.

**Catastrophe Fund** - Used to begin repair of the water system after a catastrophic event, such as a severe earthquake or fire, while long-term financing is being arranged or insurance claims are being processed. The target level will equal 30 days of Mesa Water's budgeted total operating expenses and the maximum will be 180 days.

**Operating Fund** - Used for unanticipated operating expenses. This fund is designated to maintain working capital for current operations and to meet routine cash flow needs. The target level will equal 50 days of Mesa Water's budgeted total operating expenses and the maximum will be 150 days.

**Rate Stabilization Fund** - Used to provide flexibility to the Board of Directors when establishing rates such as absorbing temporary rate fluctuations or for one time expenditures. The target level of this fund shall be 30 days of the annual operating budget and the maximum shall be 75 days.



## Fiscal Year 2025 Budget

### District Overview

Mesa Water District (Mesa Water) was formed on January 1, 1960, pursuant to Sections 33200 et. seq., of the California Water Code, which was designated as the Costa Mesa District Merger Law. The general provisions of this law called for the consolidation of four predecessor agencies: the Newport Heights Irrigation District; the Fairview County Water District; the Newport Mesa County Water District; and, the City of Costa Mesa Water Department.

Mesa Water is located in Orange County, California, and provides water to most of Costa Mesa, parts of Newport Beach, and some unincorporated areas of Orange County, including John Wayne Airport. The District serves 110,000 residents in an 18-square-mile area through approximately 25,000 metered accounts.

Potable water is produced from Mesa Water's groundwater wells. The District purchases non-potable, or recycled water, from the Orange County Water District (OCWD).

Due to the District's improved Mesa Water Reliability Facility (MWRf), Mesa Water meets 100 percent of its community's water needs with locally-sourced supplies. Mesa Water also has a 100 percent reliable back-up supply of imported water, if needed, from the Municipal Water District of Orange County (MWDOC).

The District's revenues result solely from its activities as a water utility and Mesa Water receives no tax revenues of any kind.

A five-person Board of Directors (Board), whose members serve overlapping four-year terms, governs Mesa Water. Each Director is elected by and represents one of five geographic divisions of approximately equal population within the District's service area. The Board elects one of its members to serve as President and another to serve as Vice President. The Board appoints the General Manager, District Secretary, Assistant District Secretary, District Treasurer, and Assistant District Treasurer. The General Manager is responsible for the day-to-day operations and administration of Mesa Water in accordance with the Board's policies.



## Fiscal Year 2025 Budget

### Major Revenue Descriptions

#### **Water Sales Revenue**

**Usage Charge (potable and recycled)** – This is the rate charged per unit (one hundred cubic feet or ccf) to customers based on actual consumption. Mesa Water has a uniform volumetric rate structure, which means all water use is charged at the same per-unit rate. For the first six months of the FY 2025 budget, the potable rate is \$5.42 per ccf, and the recycled rate is \$3.47 per ccf; and, for the second six months of the FY 2025 budget, the potable rate is \$5.96 per ccf, and the recycled rate is budgeted at \$3.82 per ccf. Mesa Water’s Board adopts water rates by resolution. In FY 2024, the Board adopted a multi-year rate resolution with rate increases each year through FY 2028. Usage charges are intended to cover the cost of treating and delivering water to Mesa Water’s customers. The budget for this revenue source is based on estimated water sales which have remained consistent due to Mesa Water’s service area being substantially built-out. The FY 2025 acre feet sales budgeted for both potable and recycled water are listed on page 6.

**Construction Water Revenues** – This revenue is for the use of temporary hydrant meters used during construction. The revenue includes both the daily rental rate for the meter, and the per-unit charge which is charged at the same rate as the potable water rate based on the Board’s resolution. This revenue source is dependent solely on construction activity and is less predictable than other water revenue sources.

**Fireline Revenues** – This revenue is primarily from the stand-by charge for fireline services. Also, use of water other than for firefighting is charged at the same rate as the potable water rate based on the Board’s resolution. As Mesa Water’s service area is substantially built-out, this revenue source remains relatively consistent year-to-year.

**Basic Charge** – This charge is assessed per billing period (bi-monthly) and is a set charge based on meter size. This revenue source is intended to cover fixed charges such as financial obligations, customer service, public outreach, and administrative support, per the Board’s resolution. This revenue source is increasing, primarily due to the multi-year rate increase adopted by the Board in FY 2024. As Mesa Water’s service area is substantially built-out, there is limited growth in service connections.



## Fiscal Year 2025 Budget

<b>Major Revenue Descriptions, Continued</b>
--

### **Non-Water Sales Revenue**

**Other Operating Revenues** – These revenues include costs related to Mesa Water’s operations as a water utility that are not directly related to water sales. The major revenue sources in this category are: delinquent fees, new service establishment fees, and concessions from government agencies.

Delinquent fees are a result of the delinquent payment activity from customers. This revenue source has historically increased slightly from year-to-year. The Board periodically reviews the delinquent fees to ensure full cost recovery.

The new service establishment fee is charged when a new customer establishes an account with Mesa Water. The fee is intended to recover the costs associated with setting up a new account. This fee is reviewed periodically to ensure full cost recovery.

**Non-Operating Revenues and Capital Contributions** – The revenues under this category include interest earned on Mesa Water’s funds as well as development-related revenues such as capacity charges, inspection fees, plan check fees, and installation fees. The budget for interest earnings are based upon forecasted cash balances during the year as well as anticipated interest earnings from the State of California Local Agency Investment Fund (LAIF), and Mesa Water’s investment portfolio. Mesa Water elected to budget a low rate of return on its investments in FY 2025 based on current and anticipated market conditions.

The Metropolitan Water District of Southern California’s (MET’s) Local Resource Program (LRP), reimburses Mesa Water for a portion of its water production costs from the Mesa Water Reliability Facility (MWRF). By assisting in the development of local water sources, MET’s requirements to import water are reduced. In FY 2011, construction began on the MWRF to expand the facility and improve the treatment technology. Production of water commenced at the MWRF in FY 2013. The acre feet used for the budget are listed on page 6 and the reimbursement rate is budgeted at \$169 per acre foot.



## Fiscal Year 2025 Budget

### Fund Description

Mesa Water reports its activities as a single enterprise fund, which is used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of Mesa Water is that the cost of providing water to its service area on a continuing basis be financed or recovered primarily through user charges (water sales and service charges), capital grants, and similar funding. Monies are set aside in designated funds for specific purposes based on Board policy or in reserve accounts as required by debt agreements. A listing and description of designated funds can be found on page 15.

### Basis of Accounting

Accounting basis determines when transactions and economic events are reflected in the financial statements and the budget. Mesa Water prepares its audited financial statements and budgets on the accrual basis of accounting in which revenues are recognized in the accounting period when earned and expenditures are recorded in the accounting period when incurred. Mesa Water's budget and financial statements are consistent with Generally Accepted Accounting Principles (GAAP).

### Budget Control and Revisions

Although Mesa Water is not legally required to adopt a budget, the Board annually adopts a fiscal year budget following a series of public meetings. This budget authorizes and provides the basis for reporting, control of financial operations, and accountability.

Mesa Water's budget is prepared on an annual basis using estimates and financial projections for the following fiscal year that meet the priorities and needs of the District.

A quarterly review of the Comparative Statement of Revenue, Expenses and Change in Net Position is conducted and reviewed by the Board's Finance Committee and Mesa Water management and staff. A monthly review of capital expenditures is conducted by the Board of Directors and Mesa Water staff.



**Fiscal Year 2025 Budget  
Departmental Budgets**

	Dept. 000 - General, Page 1 of 2	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>REVENUE:</b>				
40100	Usage Charge - Potable Water	\$ 30,449,879	\$ 28,737,512	\$ 32,590,864	\$ 36,998,231
40105	Water sold in lieu of lease payments	-	-	-	-
40149	Accrued Water Sales	(141,912)	27,512	-	-
40170	Construction Water Revenues	92,127	25,071	150,000	175,000
	<b>TOTAL POTABLE CONSUMPTION REVENUES</b>	<b>30,400,094</b>	<b>28,790,095</b>	<b>32,740,864</b>	<b>37,173,231</b>
40600	Basic Charge - Domestic	8,163,540	7,504,880	6,338,022	7,280,414
40650	Basic Charge - Fire Line	750,248	797,101	793,418	795,412
	<b>TOTAL BASIC CHARGE REVENUES</b>	<b>8,913,788</b>	<b>8,301,981</b>	<b>7,131,440</b>	<b>8,075,826</b>
40700	Capital Charge - Domestic	-	2,263,880	6,292,595	7,965,684
	<b>TOTAL CAPITAL CHARGE REVENUES</b>	<b>-</b>	<b>2,263,880</b>	<b>6,292,595</b>	<b>7,965,684</b>
40260	Usage Charge - Recycled Water	1,470,021	1,208,355	1,679,008	1,721,369
	<b>TOTAL RECYCLED CONSUMPTION REVENUES</b>	<b>1,470,021</b>	<b>1,208,355</b>	<b>1,679,008</b>	<b>1,721,369</b>
45700	Coastal Pumping Trns Pgm (CPTP)	-	-	-	-
45710	Intergovernmental - State	219,093	-	-	-
45720	Intergovernmental - Federal	146,652	-	-	-
	<b>TOTAL CONCESSIONS FROM GOV'T AGENCIES</b>	<b>365,745</b>	<b>-</b>	<b>-</b>	<b>-</b>
45100	New Service Establishment Fee	43,910	39,160	50,000	45,000
45105	LAFCO Surcharge	24,934	-	-	-
45110	Delinquent Fees	48,329	229,082	200,000	200,000
45115	Loss Recovery	11,133	15,450	10,000	10,000
45120	Cross Connection Testing Fee	-	-	5,000	5,000
45130	Plan Check Fees	158,444	248,229	100,000	115,000
45140	Water Use Efficiency Program benchmark	-	200	-	-
45300	Insurance reimbursement	-	-	-	-
45305	OC-44 HB contract revenue	-	-	15,000	5,000
45505	Sale of brass and scrap	3,215	7,088	5,000	5,000
45515	Other operating revenue	9,365	37,347	15,000	15,000
62100	Cash Over/Short	(33)	(598)	-	-
62190	Write-Off Bad Debt Exp	(10,783)	(37,922)	-	-
	<b>TOTAL OTHER CHARGES AND SERVICES</b>	<b>288,514</b>	<b>538,036</b>	<b>400,000</b>	<b>400,000</b>
	<b>TOTAL OPERATING REVENUES</b>	<b>41,438,162</b>	<b>41,102,347</b>	<b>48,243,907</b>	<b>55,336,110</b>





**Fiscal Year 2025 Budget  
Departmental Budgets**

	Dept. 000 - General, Page 2 of 2	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>TOTAL OPERATING REVENUES (previous page)</b>	<b>41,438,162</b>	<b>41,102,347</b>	<b>48,243,907</b>	<b>55,336,110</b>
	<i>Recycled Water Costs</i>				
50200	Recycled Water Costs	920,277	727,510	1,064,640	1,075,043
	<b>TOTAL RECYCLED WATER COSTS</b>	<b>920,277</b>	<b>727,510</b>	<b>1,064,640</b>	<b>1,075,043</b>
	<i>DEPRECIATION AND AMORTIZATION</i>				
70100	Amortization & Depreciation	6,130,487	6,657,317	6,395,000	6,500,000
	<b>TOTAL AMORTIZATION AND DEPRECIATION</b>	<b>6,130,487</b>	<b>6,657,317</b>	<b>6,395,000</b>	<b>6,500,000</b>
	<i>INVESTMENT EARNINGS</i>				
46105	Interest earned OC Investment Pool	4,449	19,857	5,000	1,500
46110	Change fair value	(1,698,625)	(226,444)	(255,000)	(150,000)
46120	Interest Earned - Funds Under District Control	300,168	328,873	350,000	150,000
46125	Realized Gain/Loss on Investments	(2,343,752)	1,472,696	150,000	100,000
	<b>TOTAL INVESTMENT EARNINGS</b>	<b>(3,737,760)</b>	<b>1,594,982</b>	<b>250,000</b>	<b>101,500</b>
	<i>INTEREST EXPENSE</i>				
76115	2009 / 2020 COPs Interest Expense	2,566,200	2,566,200	2,566,200	2,566,200
76120	2010 / 2017 COPs Interest Expense	958,948	797,135	624,677	441,073
76150	Interest Expense	3,257	7,633	4,000	8,500
76130	2009 / 2017 COPs Deferred Amount	129,393	129,393	129,395	129,395
76815	2009 / 2020 Premium Amort Expense	(481,577)	(481,577)	(481,580)	(481,580)
76820	2010 / 2017 COPs Premium Amortization	(569,390)	(569,390)	(569,390)	(569,390)
	<b>TOTAL INTEREST EXPENSE</b>	<b>2,606,831</b>	<b>2,449,394</b>	<b>2,273,302</b>	<b>2,094,198</b>
	<i>OTHER NON-OPERATING</i>				
46800	Loss on Disposal of Equipment	(469,500)	56,303	(50,000)	(25,000)
46808	Loss on Abandonment	-	-	-	-
46810	Non Operating Revenue	968,055	2,070	25,000	25,000
76800	Non Operating Expense	(21,196)	(844)	(25,000)	(25,000)
76825	Bond Issuance Costs	-	-	-	-
76805	COPS Trustee Expense	(2,500)	-	(5,000)	(5,000)
	<b>TOTAL OTHER NON-OPERATING</b>	<b>474,860</b>	<b>57,529</b>	<b>(55,000)</b>	<b>(30,000)</b>
	<b>TOTAL NON-OPERATING REVENUES/EXPENSE</b>	<b>(5,869,731)</b>	<b>(796,883)</b>	<b>(2,078,302)</b>	<b>(2,022,698)</b>
	<i>CAPITAL CONTRIBUTIONS</i>				
48115	Capacity Charge Completed Projects	180,370	893,259	850,000	875,000
48125	Installation Fees Completed Projects	43,871	(33,019)	175,000	125,000
48135	Inspection Fees Completed Projects	52,635	142,714	95,000	65,000
48200	MWD Local Resource Prog - MWRF	587,232	365,267	398,403	397,490
48205	Utility Rebate - Water Operations	-	-	15,000	15,000
48300	Contributions from Developers	1,164,905	1,802,058	825,000	900,000
	<b>TOTAL CAPITAL CONTRIBUTIONS</b>	<b>2,029,013</b>	<b>3,170,278</b>	<b>2,358,403</b>	<b>2,377,490</b>
	<b>Department Total</b>	<b>\$ 30,546,679</b>	<b>\$ 36,090,915</b>	<b>\$ 41,064,368</b>	<b>\$ 48,115,859</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	Dept. 100 - Governance	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>PAYROLL EXPENSES:</b>				
60115	Labor Taxes	\$ 13,766	\$ 13,783	\$ 16,157	\$ 16,157
60120	Labor Workers Comp	14,643	40,182	2,307	2,307
60130	Labor Directors Fee	182,905	182,032	211,200	211,200
60205	Benefits LTD/Life/EAP	375	345	532	532
60215	Benefits Other	69,996	71,099	120,000	120,000
60220	Benefits Flex Credits	64,329	37,299	132,000	138,000
	<b>Total Payroll</b>	<b>346,014</b>	<b>344,740</b>	<b>482,196</b>	<b>488,196</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
61100	Election Fees	2,025	-	-	45,000
62115	Staff Development & Conferences	19,136	26,453	25,000	25,000
62125	Department Admin	7,099	44,920	15,000	15,000
	<b>Total</b>	<b>28,259</b>	<b>71,373</b>	<b>40,000</b>	<b>85,000</b>
	<b>Department Total</b>	<b>\$ 374,273</b>	<b>\$ 416,113</b>	<b>\$ 522,196</b>	<b>\$ 573,196</b>

	Dept. 200 - Office of the General Manager	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 419,697	\$ 471,576	\$ 544,635	\$ 590,459
60105	Labor Non-Regular	60,916	33,019	-	-
60110	Labor Vacation	48,819	45,207	-	-
	<b>Labor Subtotal</b>	<b>529,432</b>	<b>549,802</b>	<b>544,635</b>	<b>590,459</b>
60115	Labor Taxes	25,042	26,949	27,762	29,766
60120	Labor Workers Comp	3,624	4,416	6,856	7,417
60205	Benefits LTD/Life/EAP	2,551	2,527	3,253	3,443
60210	Benefits CalPERS	271,716	(36,881)	200,000	215,000
60215	Benefits Other	15,275	21,211	20,982	22,586
60220	Benefits Flex Credits	37,149	51,826	52,800	55,200
	<b>Total Payroll</b>	<b>884,791</b>	<b>619,850</b>	<b>856,288</b>	<b>923,871</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
61110	Regulatory Compliance/Permits	2,169	1,171	3,000	3,000
62115	Staff Development & Conferences	6,983	15,621	10,000	15,000
62125	Department Admin	5,070	5,603	12,000	12,000
62130	Dues and Subscriptions	112,746	123,704	140,000	115,440
63100	Support Services	413,899	207,589	490,000	350,000
63105	Legal Services	498,528	388,328	400,000	400,000
	<b>Total</b>	<b>1,039,395</b>	<b>742,016</b>	<b>1,055,000</b>	<b>895,440</b>
	<b>Department Total</b>	<b>\$ 1,924,186</b>	<b>\$ 1,361,866</b>	<b>\$ 1,911,288</b>	<b>\$ 1,819,311</b>

	Dept. 250 - Information Technology	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>EXPENSES (NON-PAYROLL)</b>				
62105	Computer Maint/Licensing	-	-	780,000	744,000
62145	General Supplies - IT	-	-	125,000	62,000
62125	Telecom/Network	-	-	350,000	227,000
62130	Tools & Equipment	-	-	1,000	1,000
63100	Support Services	-	-	939,000	1,050,000
	<b>Department Total</b>	<b>-</b>	<b>-</b>	<b>\$ 2,195,000</b>	<b>\$ 2,084,000</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	<b>Dept. 3XX - Water Costs</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
	<b><i>IMPORTED/BASIN MANAGED WATER EXPENSES</i></b>				
50100-320	Imported Water Fixed Costs	\$ 371,594	\$ 335,771	\$ 509,500	\$ 539,000
50105-320	Imported Water Variable Costs	667	716	-	-
50115-320	Basin Managed Water	3,200	-	-	-
50130-320	Chemicals and Treatment	-	-	-	-
50180-320	Utilities - Imported	1,143	1,027	2,000	3,800
60100-320	Labor Import	-	-	-	-
62165-320	Parts and Materials - Import	25,319	64	15,000	10,000
63100-320	Support Services - Import	14,711	-	12,500	8,000
	<b>Total Imported / Basin Managed Water Costs</b>	<b>416,634</b>	<b>337,578</b>	<b>539,000</b>	<b>560,800</b>
50110-320	In-Lieu Water	-	-	-	-
	<b>Total In-Lieu Water Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b><i>CLEAR WATER EXPENSES</i></b>				
50130-310	Chemicals - Clear	172,891	344,066	404,271	396,186
50150-310	Basin Replenishment Assessment - Clear	6,367,921	6,960,157	8,658,000	9,368,678
50180-310	Utilities - Clear	1,104,976	1,198,716	1,522,699	1,497,709
60100-310	Labor Clear	-	-	-	-
62165-310	Parts and Materials - Clear	98,015	119,723	125,000	100,000
63100-310	Support Services - Clear	151,692	218,286	287,000	235,000
	<b>Total Clear Water Costs</b>	<b>7,895,494</b>	<b>8,840,948</b>	<b>10,996,970</b>	<b>11,597,573</b>
	<b><i>AMBER WATER EXPENSES</i></b>				
50130-330	Chemicals - Amber	431,556	428,547	492,221	490,352
50150-330	Basin Replenishment Assessment - Amber	1,909,361	1,285,911	1,528,176	1,653,614
50180-330	Utilities - Amber	933,795	696,879	547,089	546,869
60100-330	Labor Amber	-	-	-	-
62165-330	Parts and Materials - Amber	64,702	40,467	60,000	60,000
63100-330	Support Services - Amber	157,926	88,630	287,200	178,000
	<b>Total Amber Water Costs</b>	<b>3,497,340</b>	<b>2,540,434</b>	<b>2,914,686</b>	<b>2,928,835</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	Dept. 300 - Water Operations	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 2,449,499	\$ 2,678,804	\$ 3,361,812	\$ 3,453,823
60105	Labor Non-Reg	289,685	243,387	-	-
60110	Labor Vacation	201,556	243,859	-	-
	<i>Labor Subtotal</i>	<b>2,940,740</b>	<b>3,166,050</b>	<b>3,361,812</b>	<b>3,453,823</b>
60115	Labor Taxes	228,537	252,491	249,660	262,453
60120	Labor Workers Comp	76,978	90,343	185,807	190,880
60125	Labor Temporary	26,843	65,559	75,000	25,000
60205	Benefits LTD/Life/EAP	24,942	24,759	28,607	28,969
60210	Benefits CalPERS	1,167,125	(175,999)	800,000	850,000
60215	Benefits Other	78,412	86,897	141,298	144,344
60220	Flex credits	521,730	631,316	818,400	855,600
60990	Payroll jobs WIP	(191,352)	(273,660)	(200,000)	(102,900)
	<b>Total Payroll</b>	<b>4,873,956</b>	<b>3,867,756</b>	<b>5,460,584</b>	<b>5,708,169</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
50130	Chemicals T&D	4,610	16,094	10,605	35,000
61110	Regulatory Compliance/Permits	197,272	121,765	225,000	225,000
62115	Staff Development & Conferences	13,840	26,059	25,000	30,000
62120	Damages	-	-	-	-
62125	Department Administration	10,872	10,213	10,000	15,000
62135	Facilities improvements	60,239	19,951	50,000	35,000
62140	Fuel	119,297	127,107	130,000	145,000
62145	General Supplies	15,824	24,031	20,000	20,000
62155	Leasing/ Equipment Rental	(81,391)	-	50,000	25,000
62160	Other Agency Cost Reimbursement	3,284	2,348	-	-
62165	Parts & Materials	384,273	736,135	500,000	550,000
62180	Tools & Equipment	2,482	3,684	-	-
62185	Utilities	191,120	261,007	215,624	222,976
63100	Support Services	1,323,673	1,422,972	1,994,657	1,575,500
63990	Capitalized G&A Contra - T&D	(73,218)	(20,262)	(100,000)	(75,000)
	<b>Total</b>	<b>2,172,177</b>	<b>2,751,103</b>	<b>3,130,886</b>	<b>2,803,476</b>
	<b>Department Total</b>	<b>\$ 7,046,133</b>	<b>\$ 6,618,859</b>	<b>\$ 8,591,470</b>	<b>\$ 8,511,645</b>

	Dept. 400 - Engineering	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 652,998	\$ 529,804	\$ 669,565	\$ 702,153
60105	Labor Non-Reg	141,745	62,095	-	-
60110	Labor Vacation	51,832	84,276	-	-
	<i>Labor Subtotal</i>	<b>846,575</b>	<b>676,176</b>	<b>669,565</b>	<b>702,153</b>
60115	Labor Taxes	55,947	45,203	45,171	47,850
60120	Labor Workers Comp	5,607	5,290	8,711	9,138
60125	Labor Temporary	-	-	-	-
60205	Benefits LTD/Life/EAP	5,860	4,491	4,763	4,899
60210	Benefits CalPERS	363,085	(35,081)	200,000	225,000
60215	Benefits Other	26,873	16,715	27,275	28,415
60220	Benefits Flex Credits	92,973	91,590	105,600	110,400
60990	Capital Labor/Benefit Contra	(243,453)	(231,218)	(350,000)	(168,300)
	<b>Total Payroll</b>	<b>1,153,467</b>	<b>573,166</b>	<b>711,085</b>	<b>959,555</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
62115	Staff Development & Conferences	2,728	3,357	10,000	10,000
62125	Department Admin	6,784	1,991	6,000	6,000
62145	General Supplies	733	1,121	2,000	2,000
63100	Support Services	314,853	417,618	310,000	390,000
63990	Capitalized G&A Contra	(87,164)	(63,177)	(100,000)	(50,000)
	<b>Total</b>	<b>237,933</b>	<b>360,909</b>	<b>228,000</b>	<b>358,000</b>
	<b>Department Total</b>	<b>\$ 1,391,401</b>	<b>\$ 934,075</b>	<b>\$ 939,085</b>	<b>\$ 1,317,555</b>

	Transmission and Distribution	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>Transmission and Distribution Grand Total</b>	<b>\$ 8,437,533</b>	<b>\$ 7,552,934</b>	<b>\$ 9,530,555</b>	<b>\$ 9,829,200</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	<b>Dept. 500 - Customer Services</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
	<b><i>PAYROLL EXPENSES:</i></b>				
60100	Labor Regular	\$ 298,246	\$ 339,476	\$ 417,010	\$ 275,039
60105	Labor Non-Reg	59,868	35,787	-	-
60110	Labor Vacation	31,323	36,331	-	-
	<i>Labor Subtotal</i>	<b>389,437</b>	<b>411,594</b>	<b>417,010</b>	<b>275,039</b>
60115	Labor Taxes	30,707	32,755	31,902	21,041
60120	Labor Workers Comp	2,487	3,007	4,866	2,950
60125	Labor Temporary	-	-	-	-
60205	Benefits LTD/Life/EAP	3,847	3,515	3,695	2,609
60210	Benefits CalPERS	325,886	(28,971)	200,000	125,000
60215	Benefits Other	16,703	22,078	18,260	12,331
60220	Benefits Flex Credits	74,737	89,789	105,600	82,800
	<b>Total Payroll</b>	<b>843,804</b>	<b>533,767</b>	<b>781,333</b>	<b>521,770</b>
	<b><i>EXPENSES (NON-PAYROLL)</i></b>				
62100	Cash Over/Short	33	597	-	-
62115	Staff Development & Conferences	91	2,153	2,000	2,500
62125	Department Admin	5,642	14,255	15,600	10,000
62145	General Supplies	6,599	167	1,000	1,000
63100	Support Services	253,178	144,136	198,000	208,000
	<b>Total</b>	<b>265,543</b>	<b>161,308</b>	<b>216,600</b>	<b>221,500</b>
	<b>Department Total</b>	<b>\$ 1,109,348</b>	<b>\$ 695,075</b>	<b>\$ 997,933</b>	<b>\$ 743,270</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	<b>Dept. 600 - Financial Services</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
	<b><i>PAYROLL EXPENSES:</i></b>				
60100	Labor Regular	\$ 535,295	\$ 571,433	\$ 815,162	\$ 867,534
60105	Labor Non-Reg	49,135	48,783	-	-
60110	Labor Vacation	40,717	52,058	-	-
	<i>Labor Subtotal</i>	<b>625,147</b>	<b>672,273</b>	<b>815,162</b>	<b>867,534</b>
60115	Labor Taxes	45,351	50,298	56,555	60,430
60120	Worker's compensation insurance exp.	3,920	4,883	9,409	9,958
60125	Temporary Labor	-	42,241	5,000	15,000
60205	LTD, Life Insurance & EAP	5,041	4,326	6,319	6,515
60210	Benefits CalPERS	210,159	(30,941)	275,000	300,000
60215	Benefits - Other	19,284	23,665	33,941	35,599
60220	Flex credits	93,210	99,007	158,400	165,600
	<b>Total Payroll</b>	<b>1,002,112</b>	<b>865,752</b>	<b>1,359,786</b>	<b>1,460,636</b>
	<b><i>EXPENSES (NON-PAYROLL)</i></b>				
61105	LAFCO charge	22,933	23,900	-	-
62115	Staff development & conference expense	10,119	29,510	15,000	15,000
62125	Department administration expense	4,770	30,630	6,000	10,000
62145	General Supplies - Finance	38,825	50,470	45,000	50,000
62150	Liability insurance	205,651	252,294	250,000	275,000
63100	Support Services	591,193	528,974	548,000	695,000
63990	Capitalized G&A Contra - Finance	(234,052)	(381,120)	(200,000)	(150,000)
	<b>Total</b>	<b>639,440</b>	<b>534,658</b>	<b>664,000</b>	<b>895,000</b>
	<b>Department Total</b>	<b>\$ 1,641,552</b>	<b>\$ 1,400,410</b>	<b>\$ 2,023,786</b>	<b>\$ 2,355,636</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	<b>Dept. 700 - Public Affairs</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 175,624	\$ 204,129	\$ 333,042	\$ 477,317
60105	Labor Non-Reg	13,378	15,484	-	-
60110	Labor Vacation	8,206	10,590	-	-
	<i>Labor Subtotal</i>	<b>197,208</b>	<b>230,203</b>	<b>333,042</b>	<b>477,317</b>
60115	Labor Taxes	17,625	20,280	25,478	36,515
60120	Worker's compensation insurance exp.	1,314	1,777	8,966	6,071
60125	Temporary Labor	-	-	-	-
60205	LTD, Life Insurance & EAP	1,701	1,746	2,782	3,874
60210	Benefits CalPERS	65,655	(9,891)	95,000	175,000
60215	Benefits - Other	3,157	4,808	14,745	20,729
60220	Flex credits	34,963	45,047	79,200	110,400
	<b>Total Payroll</b>	<b>321,623</b>	<b>293,970</b>	<b>559,213</b>	<b>829,906</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
62115	Staff development & conference expense	2,640	3,655	8,000	9,000
62125	Department administration expense	2,687	2,840	2,000	2,500
62130	District memberships and subscriptions	4,624	9,001	3,000	9,000
62145	General Office Supplies/Minor Equipment	909	6,667	5,000	25,000
63100	Support Services	590,813	763,561	906,450	1,047,550
	<b>Total</b>	<b>601,672</b>	<b>785,724</b>	<b>924,450</b>	<b>1,093,050</b>
	<b>Department Total</b>	<b>\$ 923,295</b>	<b>\$ 1,079,694</b>	<b>\$ 1,483,663</b>	<b>\$ 1,922,956</b>

	<b>Dept. 900 - Water Policy</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 BUDGET</b>	<b>FY 2025 BUDGET</b>
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 160,075	\$ 165,181	\$ 201,343	\$ 208,382
60105	Labor Non-Reg	16,049	15,321	-	-
60110	Labor Vacation	14,209	20,661	-	-
	<i>Labor Subtotal</i>	<b>190,333</b>	<b>201,162</b>	<b>201,343</b>	<b>208,382</b>
60115	Labor Taxes	11,458	12,599	12,852	13,624
60120	Labor Workers Comp	1,403	1,692	2,686	2,780
60125	Labor Temporary	-	-	-	-
60205	Benefits LTD/Life/EAP	1,275	1,274	1,332	1,361
60210	Benefits CalPERS	103,151	(14,472)	80,000	80,000
60215	Benefits - Other	10,659	11,363	8,007	8,253
60220	Benefits Flex Credits	18,575	22,528	26,400	27,600
	<b>Total Payroll</b>	<b>336,854</b>	<b>236,146</b>	<b>332,620</b>	<b>342,000</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
62115	Staff Development & Conferences	11,927	18,422	12,500	15,000
62125	Department Admin	2,513	9,541	2,000	5,000
62130	Dues and Subscriptions	1,934	3,736	1,500	2,000
62145	General Supplies	2,208	724	2,000	1,500
63100	Support Services	227,012	347,586	475,000	445,000
63105	Legal Services	-	-	-	-
	<b>Total</b>	<b>245,593</b>	<b>380,009</b>	<b>493,000</b>	<b>468,500</b>
	<b>Department Total</b>	<b>\$ 582,447</b>	<b>\$ 616,155</b>	<b>\$ 825,620</b>	<b>\$ 810,500</b>



**Fiscal Year 2025 Budget  
Departmental Budgets**

	Dept. 800 - Administrative Services	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 443,705	\$ 480,122	\$ 596,937	\$ 635,210
60105	Labor Non-Reg	61,419	45,766	-	-
60110	Labor Vacation	38,741	77,089	-	-
	<i>Labor Subtotal</i>	<b>543,865</b>	<b>602,977</b>	<b>596,937</b>	<b>635,210</b>
60115	Labor Taxes	43,812	46,541	43,304	45,835
60120	Labor Workers Comp	3,560	4,383	7,000	7,460
60125	Labor Temporary	-	-	-	-
60205	Benefits LTD/Life/EAP	4,715	4,701	4,958	5,117
60210	Benefits CalPERS	265,153	(38,532)	200,000	215,000
60215	Benefits - Other	16,070	19,240	25,693	27,032
60220	Benefits Flex Credits	93,208	112,289	132,000	138,000
	<b>Total Payroll</b>	<b>970,383</b>	<b>751,600</b>	<b>1,009,892</b>	<b>1,073,654</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
60235	Benefit Unemployment Insurance	-	-	-	-
62105	Computer Maint/Licensing	425,954	402,715	-	-
62115	Staff Development & Conferences	5,337	6,589	10,000	15,000
62125	Department Admin	3,512	1,477	7,000	10,000
62145	General Supplies - IT	28,397	35,739	-	-
62170	Postage/Shipping/Freight	9,597	15,170	12,000	10,000
62175	Telecom/Network	305,922	392,618	-	-
62180	Tools & Equipment	-	-	-	-
63100	Support Services	973,701	1,448,058	36,000	32,000
63110	Human Resources Services - Admin	958	(154)	-	-
	<b>Total</b>	<b>1,753,379</b>	<b>2,302,213</b>	<b>65,000</b>	<b>67,000</b>
	<b>Department Total</b>	<b>\$ 2,723,762</b>	<b>\$ 3,053,813</b>	<b>\$ 1,074,892</b>	<b>\$ 1,140,654</b>

	Dept. 850 - Human Resources	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
	<b>PAYROLL EXPENSES:</b>				
60100	Labor Regular	\$ 365,388	\$ 207,945	\$ 245,065	\$ 268,536
60105	Labor Non-Reg	24,374	13,292	-	-
60110	Labor Vacation	22,198	21,075	-	-
	<i>Labor Subtotal</i>	<b>411,960</b>	<b>242,312</b>	<b>245,065</b>	<b>268,536</b>
60115	Labor Taxes	32,612	19,694	18,748	20,543
60120	Labor Workers Comp	2,747	1,651	2,677	2,934
60125	Temporary Labor	-	-	-	-
60205	Benefits LTD/Life/EAP	2,454	1,896	2,009	2,107
60210	Benefits CalPERS	126,844	(14,776)	65,000	75,000
60215	Benefits Other	19,156	9,380	10,497	11,319
60220	Benefits Flex Credits	47,869	45,053	52,800	55,200
	<b>Total Payroll</b>	<b>643,643</b>	<b>305,209</b>	<b>396,796</b>	<b>435,639</b>
	<b>EXPENSES (NON-PAYROLL)</b>				
60225	Benefits OPEB	(76,625)	(31,443)	85,000	90,000
60230	Benefit Retiree Expenses	(0)	(34,484)	30,000	25,000
60235	Benefit Unemployment Insurance	7,855	15,750	15,000	20,000
62115	Staff Development & Conferences	5,820	14,601	8,000	10,000
62125	Department Admin	6,229	1,487	8,000	10,000
63110	Human Resources Services - Admin	276,936	239,683	210,000	270,000
	<b>Total</b>	<b>220,215</b>	<b>205,594</b>	<b>356,000</b>	<b>425,000</b>
	<b>Department Total</b>	<b>\$ 863,858</b>	<b>\$ 510,803</b>	<b>\$ 752,796</b>	<b>\$ 860,639</b>





## Fiscal Year 2025 Budget

### Glossary of Terms

<b>Accrual</b>	The recognition of a revenue or expense as it is earned or incurred regardless of when actual cash is received or paid.
<b>Acre Foot (AF)</b>	Covers one acre of land in area by one foot in depth and is equal to 325,851 gallons. Supplies a family of four for approximately one year.
<b>Amber Water</b>	Water produced from deep groundwater wells that require treatment for color and odor before being entered to the distribution system.
<b>Amortization</b>	The periodic expense attributed to the decline in usefulness on an intangible asset or the allocation of bond premium or discount over the life of the bond.
<b>Appropriation</b>	An amount of money in the budget authorized by the Board of Directors, for expenditures or obligations within organizational units for specific purposes.
<b>Assets</b>	Resources owned or held by the enterprise as a result of past events and from which future economic benefits are expected to flow to the enterprise.
<b>Association of California Water Agencies (ACWA)</b>	Association representing nearly 450 public water agencies consisting of municipal, irrigation, county and California water districts, and a number of special purpose agencies. ACWA also represents non-profit and non-public mutual water companies. Members provide the link between local, state and federal water projects, and ultimate water consumers.
<b>Basin Pumping Percentage (BPP)</b>	The amount of clear ground water that can be pumped as a percentage of total potable water. This percentage is set each year by Orange County Water District.
<b>Budget</b>	The District's fiscal plan detailing proposed revenues and expenditures for a period of time.
<b>California Department of Water Resources (CA DWR)</b>	California agency responsible for managing California's water resources.
<b>Capacity Charge</b>	Fee imposed when a customer requests a new service connection. Capacity charges are used by the District to pay for infrastructure built to accommodate future development or to plan, design and construct new facilities to support the additional demand placed on the water system by the new connections.
<b>Capital</b>	Purchases or projects that exceed Mesa Water's capitalization threshold, which is \$10,000 for non-water infrastructure and \$100 (the installation cost of a 5/8" meter) for water infrastructure.
<b>Cash on Hand</b>	Amount of unrestricted cash held by Mesa Water at a given time.
<b>CCF</b>	Abbreviation for unit of water sold in hundred cubic feet. Mesa Water sells water in this unit of measure.



## Fiscal Year 2025 Budget

### Glossary of Terms

<b>Certificates Of Participation (COP)</b>	Form of lease-purchase financing used to construct or acquire capital facilities or equipment.
<b>Change in Net Position</b>	The final figure on the Statement of Revenues, Expenses and Change in Net Position report where revenues are netted against expenses.
<b>Clear Well Water</b>	Water produced from groundwater wells that require minimal treatment to be released into the distribution system.
<b>Coverage Ratio</b>	Ratio of Net Revenues to total annual financial obligations. This is a margin of safety for payment of debt service, reflecting the number of times by which earnings for a period of time exceed debt service payable in such a period.
<b>Days Cash Ratio</b>	A ratio of the Cash on Hand divided by the average Operating Expenses less Pass-through water sales to government agencies.
<b>Debt Service</b>	Cash required in a given period for payment on interest and principal on outstanding financial obligations.
<b>Depreciation</b>	The method of allocating historical costs of capital assets (excluding land) to periods in which the assets are used.
<b>Designated Funds</b>	Segregation of assets for special purposes such as asset replacement.
<b>Enterprise Fund</b>	A fund established to account for the financing of self-supporting enterprises, such as a utility fund, which render services primarily to the public.
<b>Expenses</b>	The amount of assets consumed or services used in the process of earning revenue.
<b>Fiscal Year (FY)</b>	The annual accounting period. Mesa Water uses July 1 through June 30.
<b>Full Time Equivalent (FTE)</b>	An FTE equals one full-time employee working 2,080 hours per year.
<b>GAAP</b>	Generally Accepted Accounting Principles (GAAP) are uniform standards and guidelines that both private and public sectors use to report and record financial information. GAAP establishes a standard manner to measure and categorize accounting transactions to report financial results. Following GAAP provides a reasonable basis to compare financial results of other water or similar agencies.
<b>Geographic Information System (GIS)</b>	A system combining computer hardware, software and geographic data for collecting, storing, analyzing and displaying geographically referenced information.
<b>In-Lieu Water</b>	Water purchased at the same price as well water when the groundwater basin does not allow for full pumping.
<b>Infrastructure</b>	The accumulated pipelines, treatment plants and storage facilities of Mesa Water, including all meters, valves, pumps, hydrants and other appurtenances, whether constructed by Mesa Water or dedicated by private entities.



## Fiscal Year 2025 Budget

### Glossary of Terms

<b>Imported Water</b>	Water purchased from Municipal Water District of Orange County (MWDOC). It is transported by an aqueduct system from the Colorado River or the State Water Project.
<b>LAFCO</b>	Local Agency Formation Commission. This Commission facilitates constructive changes in governmental structure and boundaries and fosters orderly development and governance within its jurisdiction.
<b>Liability</b>	Obligations of the enterprise arising from past events.
<b>Local Agency Investment Fund (LAIF)</b>	A pooled investment vehicle for local agencies in California sponsored by the State of California and administered by the State Treasurer.
<b>Local Resource Program (LRP)</b>	Financial incentive programs offered by Metropolitan Water District to encourage agencies to develop or improve local agencies sources of water to help ensure future water supplies are available.
<b>Meet and Confer</b>	Labor relations and labor negotiations with different employee groups.
<b>Memorandum of Understanding</b>	A document describing agreement or accord reached between two or more parties including each party's rights and responsibilities.
<b>Mesa Water Reliability Facility (MWRf)</b>	The facility that is used to treat the amber water pumped by wells from deeper in the groundwater aquifer.
<b>Metropolitan Water District (MWD)</b>	A consortium of cities and water districts that provide water usage to water customers in parts of Los Angeles, Orange, San Diego, Riverside, San Bernardino and Ventura counties.
<b>Municipal Water District of Orange County (MWDOC)</b>	Regional water wholesaler of imported water that serves retail agencies in Orange County.
<b>Non-water Expenses</b>	Expenses associated with operations as a water utility but not directly attributable to the production and distribution of water.
<b>Orange County Investment Pool (OCIP)</b>	A pooled investment vehicle for Orange County California agencies administered by the Orange County Treasurer.
<b>Orange County Water District (OCWD)</b>	The agency responsible for managing the Orange County Groundwater Basin in northern and central Orange County that serves cities and water districts.
<b>Other Expense</b>	An expense that cannot be associated definitely with operations.
<b>Other Income</b>	Revenue from sources other than Mesa Water's principal activities as a water utility.
<b>Potable Water</b>	Water that is suitable for drinking.



## Fiscal Year 2025 Budget

### Glossary of Terms

<b>Public Employees Retirement System (PERS)</b>	An agency, multiple-employer, public retirement system to which Mesa Water contributes that acts as a common investment and administrative agent for participating public entities within the State of California.
<b>Recycled Water</b>	Non-potable water that is used for irrigation purposes.
<b>Replenishment Assessment (RA)</b>	Amount charged on an acre-foot basis for water pumped from the Orange County Groundwater Basin charged by OCWD.
<b>Restricted Reserves</b>	An account used to indicate that a portion of Net Position is legally restricted for a specific purpose or not available for appropriation and subsequent spending.
<b>Reservoir</b>	A pond, lake, tank, or basin (natural or engineered) where water is collected and stored.
<b>Revenue</b>	The sale of goods or services produced by an entity which usually result in the creation of assets, most often cash or receivables.
<b>Statement of Revenues, Expenses and Changes in Net Position</b>	Reports the results of revenues and expenses over a period of time.
<b>Supervisory Control and Data Acquisition (SCADA)</b>	The Supervisory Control and Data Acquisition system collects operational data from remote units to monitor and control water systems and facilities throughout the District's service area.
<b>Water Production Costs</b>	The costs associated directly with the production and distribution of water into the system.
<b>Working Capital</b>	The difference between current assets and current liabilities. Represents the amount available for operations and other expenditures.



District Memberships	FY 2025
American Water Works Association	\$ 4,805
Association of California Water Agencies	\$ 29,795
CalDesal	\$ 20,000
California Data Collaborative	\$ 11,000
California Municipal Utilities Association	\$ 5,815
California Policy Center	\$ 12,500
California Special Districts Association	\$ 9,275
California Water Efficiency Partnership	\$ 4,155
Costa Mesa Chamber of Commerce	\$ 850
Foundation for Cross Connection Control & Hydraulic Research	\$ 1,000
Independent Special Districts of Orange County	\$ 50
Mountain Counties Water Resources Association	\$ 550
Newport Beach Chamber of Commerce	\$ 590
Orange County Farm Bureau	\$ 100
Orange County Water Association	\$ 250
South Coast Metro Alliance	\$ 395
Southern California Water Coalition	\$ 1,000
Southwest Membrane Operator Association	\$ 400
UCI Water Board	\$ 5,000
Urban Water Institute	\$ 2,500
WateReuse	\$ 5,410
<b>Total District Memberships</b>	<b>\$ 115,440</b>



<b>Board Conferences and Seminars</b>	<b>FY 2025</b>
ACWA/JPIA Fall Conference	\$ 5,000
ACWA/JPIA Spring Conference	\$ 5,000
ACWA Committee Meetings	\$ 2,000
ACWA DC Conference	\$ 1,000
ACWA Legislative Symposium	\$ 1,000
AWWA ACE Conference	\$ 1,000
CA-NV AWWA Fall Conference	\$ 1,000
CalDesal Annual Conference	\$ 1,000
California United Water Conference	\$ 1,000
CALAFCO Annual Conference	\$ 1,000
Colorado River Water Users Association Conference	\$ 1,000
CSDA Annual Conference	\$ 1,000
CSDA Legislative Days	\$ 1,000
H2O Women Conference	\$ 1,000
Miscellaneous Conferences & Seminars	\$ 1,000
Urban Water Institute Conferences	\$ 1,000
<b>Total Board Conferences and Seminars</b>	<b>\$ 25,000</b>



Community Outreach	FY 2025
Association of California Water Agencies	\$ 10,500
CALAFCO	\$ 1,000
Community Chats	\$ 15,000
Concerts in the Park	\$ 5,000
Costa Mesa Chamber of Commerce - Events	\$ 2,000
Costa Mesa High School & Estancia High School	\$ 2,000
Costa Mesa Lions (Fish Fry)	\$ 1,000
Ducks Unlimited	\$ 1,300
Festival of Children @ South Coast Plaza	\$ 5,000
Industry Events	\$ 5,000
KOCI	\$ 5,000
Newport Chamber of Commerce	\$ 2,000
Newport Mesa Unified Schools Foundation	\$ 1,000
Orange County Fair	\$ 15,500
Orange County Tax	\$ 1,000
Orange County Water Summit	\$ 7,500
Power of One Foundation	\$ 1,000
Save Our Youth (SOY)	\$ 250
Segerstrom Center Family Science and Art Festival	\$ 3,000
South Coast Coalition (SOCEC)	\$ 1,500
Southern California Water Coalition	\$ 2,000
Southwest Membrane Operator Association (SWMOA)	\$ 1,500
Sponsorship Requests	\$ 10,000
Urban Water Institute	\$ 3,000
Vanguard University Christmas	\$ 2,750
<b>Total Community Outreach</b>	<b>\$ 104,800</b>



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Andrew D. Wiesner, P.E., District Engineer  
DATE: May 22, 2024  
SUBJECT: Local Groundwater Supply Improvement Project

---

### RECOMMENDATION

Award a contract to Black & Veatch Corporation for \$524,085 and a contingency of \$52,409 for an amount not to exceed \$576,494 for the Local groundwater Supply Improvement Project, in partnership with Orange County Water District, the City of Huntington Beach, and the City of Newport Beach.

### STRATEGIC PLAN

Goal #1: Provide an abundant, local, reliable and safe water supply.

Goal #2: Perpetually renew and improve our infrastructure.

### PRIOR BOARD ACTION/DISCUSSION

At its January 25, 2023 meeting, the Board of Directors (Board) authorized staff to commit \$250,000 from Mesa Water for a U.S. Bureau of Reclamation (USBR) WaterSmart Water grant for a feasibility study regarding brackish groundwater desalination and to offer to partner with Orange County Water District (OCWD) and neighboring cities.

At its April 18, 2023 workshop, the Board received a presentation regarding the Local groundwater Supply Improvement Project (Local SIP).

At its October 30, 2023 workshop, the Board received a presentation regarding the Local SIP.

At its March 19, 2024 workshop, the Board received a presentation regarding the Local SIP.

### DISCUSSION

In Mesa Water District's (Mesa Water®) 2014 Water Master Plan Update, local groundwater south of the injection barriers was identified as a potential future water supply source for the District. To help determine the feasibility of this supply source, the Board authorized staff to develop the Local SIP. The primary goals of the first phase of the project include:

- Development of a feasibility study that meets the requirements of the Bureau of Reclamation's Feasibility Study Directives and Standards (WTR 11-01) for a brackish groundwater desalination facility;
- An evaluation of potential groundwater sources; and
- Field testing to evaluate key assumptions of the groundwater model.

The project is being conducted in partnership and cost sharing with OCWD, City of Huntington Beach, and City of Newport Beach.





A scope of work to conduct a feasibility study was developed and reviewed by consulting firms with extensive experience in groundwater desalination. Their input was used to finalize the scope of work, and a Request for Proposal (RFP) for Professional Services was issued through Planet Bids. Six proposals were received and were reviewed by a selection committee comprised of staff from Mesa Water, OCWD, the City of Huntington Beach, and the City of Newport Beach. The selection committee made final rankings and then opened the sealed cost envelopes. The ranking and costs are shown in Table 1.

**Table 1. Proposer Evaluation Summary**

Proposer	Rank	Cost
Black & Veatch	1	\$524,085
GHD	2	\$495,034
Hazen and Sawyer	3	\$505,968
Brown and Caldwell	4	\$499,897
Water Systems Consulting (WSC)	5	\$499,905
GSI Environmental	6	\$497,165

Black & Veatch’s proposal was the highest ranked by the selection committee members. While Black & Veatch’s cost proposal was the highest cost of all proposals received, all cost proposals were within an acceptable range of the project budget. Staff recommends that the Board award a contract to Black & Veatch Corporation for \$524,085 and a contingency of \$52,409 for an amount not to exceed \$576,494 for the Local SIP.

**FINANCIAL IMPACT**

In Fiscal Year 2025, \$150,000 is budgeted for the Local SIP; no funds have been spent to date. \$350,000 of funding will be provided through a USBR grant, Orange County Water District, the City of Huntington Beach, and the City of Newport Beach. Additional requested funds will come from Cash on Hand.

	Contract Actual <u>Amounts</u>	Contract Cost <u>Amounts</u>
Initial Contract Estimate	\$500,000	
Original Contracts		\$ 0
Change Orders		\$ 0
Requested Funding		\$ 524,085
Revised Contracts		\$ 524,085
Actual Spent to Date		\$ 0
Revised Contract Estimate	\$524,085	

**ATTACHMENTS**

None.



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: May 22, 2024  
SUBJECT: Statement of Investment Policy

---

### RECOMMENDATION

Adopt Resolution No. 1596 Delegating Authority Relative to Investment or Reinvestment of Specified Funds, and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1575.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

At its December 14, 2017 meeting, the Board of Directors (Board) adopted Resolution No.1506 Delegating Authority Relative to Investment or Reinvestment of Funds, and Providing for a Revised Statement of Investment Policy, Rescinding Resolution No. 1431. The resolution sets forth the delegation of such authority to its District Treasurer to invest, reinvest, sell, or exchange securities in accordance with the Statement of Investment Policy. The intention of this resolution is to maintain proper financial controls and reinforce the Board's oversight.

At its October 27, 2020 meeting, the Board reviewed the Statement of Investment Policy and no changes were suggested at the time.

At its April 27, 2021 Committee meeting, the Board adopted Resolution No. 1540 Delegating Authority Relative to Investment or Reinvestment of Specified Funds, and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1506. The resolution updates Mesa Water District's (Mesa Water®) authorized investment limits to match those allowed by State law.

At its February 9, 2022 meeting, the Board approved the administrative changes to Resolution No. 1563 Statement of Investment Policy to reflect the same data on both the resolution and Exhibit B; approved Mesa Water District's authorized limits to match those allowed by statute including investing no more than 10 percent of its total investment assets in the commercial paper of any single issuer; and adopted Resolution No.1563 Delegating Authority Relative to Investment or Reinvestment of Specified Funds, and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1540.

At its February 22, 2023 meeting, the Board approved Resolution No. 1575 Delegating Authority Relative to Investment or Reinvestment of Specified Funds and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1563.

### DISCUSSION

At a recent meeting, Board meeting the Board directed staff to evaluate the need for an additional Investment Policy Statement to more clearly define the investment options for staff and potential



investment advisors. Upon review of the current investment options and the funds available for investment, staff recommends continuing using the updated Resolution delegating authority relative to investment or reinvestment of specified funds. The current government code provides sufficient direction with respect to investment options.

Section 53607 of the California Government Code authorizes the Board of Mesa Water to delegate such authority to its District Treasurer to invest, reinvest, sell, or exchange securities in accordance with the Statement of Investment Policy.

Mesa Water has previously adopted Resolution No. 1575, which requires that the Statement of Investment Policy be reviewed on an annual basis. The resolution was last reviewed on February 22, 2023.

### LEGAL REVIEW

At the direction of the Board, staff requested that Legal Counsel conduct an annual review of the Statement of Investment Policy and compare the current policy with California Government Code to determine if there are areas where the policy does not correspond with the code.

Mesa Water's General Legal Counsel – Atkinson, Andelson, Loya, Ruud & Romo – has reviewed the resolution and the following is a brief list of the recommended changes to continue matching current government code:

- Section 8.14 – added additional language to better define eligible securities.
- Formatting and grammatical updates

### FINANCIAL IMPACT

None.

### ATTACHMENTS

Attachment A: Resolution No. 1596, Draft  
Attachment B: Resolution No. 1575, Redline

## RESOLUTION NO. 1596

### RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS DELEGATING AUTHORITY RELATIVE TO INVESTMENT OR REINVESTMENT OF SPECIFIED FUNDS, AND ADOPTING A REVISED STATEMENT OF INVESTMENT POLICY, SUPERSEDING RESOLUTION NO. 1575

WHEREAS, the Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, Mesa Water from time to time has money held by its District Treasurer/Chief Financial Officer (Treasurer/CFO) not required for the immediate necessities of Mesa Water (Investment Portfolio) and is authorized by law including, but not by way of limitation, Section 53601, *et. seq.*, of the California Government Code (Government Code or CGC), to invest moneys in the Investment Portfolio in a manner consistent with applicable State law; and

WHEREAS, Section 53607 of the Government Code authorizes the Board of Directors (Board) of Mesa Water to delegate such authority to the Treasurer/CFO to invest, reinvest, sell, or exchange securities in and for the Investment Portfolio until such time as such delegation of authority is revoked; and

WHEREAS, Mesa Water has previously adopted Resolution No. 1575, delegating authority relative to such investment and reinvestment of moneys in and for the Investment Portfolio and providing for a Statement of Investment Policy; and

WHEREAS, it is the desire of the Board to renew the delegation of such authority and provide for a revised Statement of Investment Policy of Mesa Water.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

**Section 1.** That the Board does hereby delegate authority to the Treasurer/CFO to invest and reinvest funds of Mesa Water pursuant to all applicable laws, statutes, and regulations of the State as set forth in this Resolution. The Board reserves the right to provide for delegation of investment authority in the future by way of resolution or by motion.

**Section 2.** That the revised Statement of Investment Policy of Mesa Water is hereby adopted as set forth in Exhibit "A" attached to this Resolution, which is incorporated by this reference and shall be deemed to be effective as of May 22, 2024, and every fiscal year hereafter unless changed or modified by further action of this Board.

**Section 3.** That Resolution No. 1575 of Mesa Water is superseded effective May 22, 2024.

ADOPTED, SIGNED, and APPROVED this 22<sup>nd</sup> day of May 2024 by a roll call vote.

AYES: DIRECTORS:  
NOES: DIRECTORS:  
ABSTAIN: DIRECTORS:  
ABSENT: DIRECTORS:

---

Shawn Dewane  
President, Board of Directors

---

Denise Garcia  
District Secretary

DRAFT

# RESOLUTION NO. 1596

## EXHIBIT A

### RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS DELEGATING AUTHORITY RELATIVE TO INVESTMENT OR REINVESTMENT OF SPECIFIED FUNDS, AND ADOPTING A REVISED STATEMENT OF INVESTMENT POLICY, SUPERSEDING RESOLUTION NO. 1575

Statement of Investment Policy  
FY 2024

#### **1.0 Policy**

It is the policy of Mesa Water District (Mesa Water® or District) to invest public funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District. The investment policies and practices of Mesa Water are based upon prudent money management and shall conform to all federal, state, and other applicable laws governing the investment of public funds.

Although no longer required by California Government Code (CGC) Section 53646, the District Treasurer/Chief Financial Officer (Treasurer/CFO) will render to the Board of Directors (Board) a Statement of Investment Policy (SIP) for consideration and approval at a public meeting. Any investment currently held at that time that does not meet the guidelines of this SIP, as changed from time to time by the Board, shall be exempt from the requirements of this SIP. However, at the investment's maturity or liquidation, such funds shall be reinvested only as provided by this SIP.

#### **2.0 Scope**

This Statement of Investment Policy (SIP) applies to all financial assets of Mesa Water except the California Public Employees Retirement System (CalPERS) (which has its own investment policy), Public Agencies Post-Employment Benefits Trust (which is administered by Mesa Water Resolution No. 1499), deferred compensation plan (governed by a separate Plan Document) and Certificate of Participation (COP) funds (governed by the applicable Trust Indentures, or equivalent document(s)), which are administered separately.

This SIP is set forth by Mesa Water for the following purposes:

- a. To establish a clear understanding for the Board, Mesa Water management and responsible employees, citizens and third parties of the objectives, policies, and guidelines for the investment of Mesa Water's funds that are not required for immediate use.

- b. To offer guidance to investment staff, brokers, and any external investment advisors on the investment of Mesa Water funds.

### **3.0 Objectives**

Subject to the overriding requirement of compliance with all federal, state, and other applicable laws governing the investment of moneys under the control of the Treasurer/CFO, and as specified in the CGC Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

#### **3.1 Safety of Principal**

Safety of principal is the foremost objective. Investments of Mesa Water shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall Investment Portfolio. To attain this objective, diversification is advisable in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Each investment transaction shall seek to ensure that capital losses are avoided, whether from issuer default, broker/dealer default or erosion of market value. Mesa Water shall seek to preserve capital by mitigating credit risk and market risk, as identified below:

##### **3.1. A Credit Risk**

Credit risk is the risk of loss due to failure of the issuer to repay an obligation. It shall be mitigated by investing in only very safe institutions and by diversifying the Investment Portfolio so that the failure of any one issuer would not unduly harm Mesa Water's cash flow.

##### **3.1. B Market Risk**

Market risk is the risk of market value fluctuations due to overall changes in the general level of interest rates and shall be mitigated by:

- 1) Structuring the Investment Portfolio so that securities mature at the same time major cash outflows occur, thereby eliminating the need to sell securities prior to their maturity; and
- 2) Prohibiting the selling of securities that Mesa Water does not own (taking short positions); and
- 3) Limiting the maximum maturity of any one security in the Investment Portfolio to five years.

It is explicitly recognized that, in a diversified investment portfolio, occasional market value losses may be inevitable even in investments to be held to maturity. Such losses must be considered within the context of overall investment return.

### **3.2 Liquidity**

Mesa Water's Investment Portfolio will remain sufficiently liquid to enable the District to meet all operating and emergency requirements, which might be reasonably anticipated.

An amount equal to the adopted levels of the Operating Fund and Working Capital Cash will be kept fully liquid at all times.

### **3.3 Return on Investments**

State of California (State) law requires that the objective of return on investments be subordinate to the objectives of safety and liquidity. Mesa Water's Investment Portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, taking into account Mesa Water's investment risk constraints and the cash flow characteristics and requirements of Mesa Water's funds and of the portfolio.

Whenever possible, consistent with risk limitations and prudent investment principles, Mesa Water shall make an effort to achieve returns at the market average rate of return, defined, for the purpose of this SIP, as the average rate of return on three-month United States Treasury Bills or other benchmarks, as appropriate, depending on the make-up of the portfolio.

### **4.0 Delegation of Authority**

Authority to manage Mesa Water's investment program is derived from Section 53607 of the CGC, which authorizes the Board to delegate authority to invest, reinvest, sell, or exchange securities for a period of one year. This responsibility may be delegated to the Treasurer/CFO (by Board action), who shall establish written procedures for the administration of this SIP. The Board may renew this delegation pursuant to State law each year.

The Board, General Manager, Treasurer/CFO and District Secretary shall be signatories on all accounts at commercial banks, the Orange County Treasurer's Money Market Investment Pool (OCIP) and at the State managed Local Agency Investment Fund (LAIF), to access accounts for these and other authorized investments consistent with this SIP.

### **5.0 Prudence**

Investments shall be made in the context of the "Prudent Investor" standard pursuant to CGC Section 53600.3, which states in relevant part:

"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the



agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.”

Mesa Water employees, acting in accordance with the provisions of the written policies and procedures of Mesa Water and this SIP, and exercising due diligence, shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided that deviations from expectations are reported to the Board of Directors at the next regularly scheduled Board meeting, but within 30 days, and that appropriate action is taken to control adverse developments.

## **6.0 Ethics and Conflicts of Interest**

The Treasurer/CFO and other Mesa Water Officers and employees involved in the investment process shall refrain from personal business activity(ies) that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. The Treasurer/CFO and investment employees shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the Investment Portfolio and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of Mesa Water.

During the course of the year, if there is an event subject to disclosure that could impair the ability of the Treasurer/CFO or investment employees to make impartial decisions, Mesa Water’s General Manager and Board will be notified as soon as practicable upon discovery of the event.

The Treasurer/CFO is required to file annual disclosure statements as required by the Fair Political Practices Commission (FPPC).

## **7.0 Authorized Financial Dealers and Institutions**

Mesa Water shall transact business only with commercial banks, savings and loans, LAIF, OCIP and registered investment securities dealers. The purchase of any investment, other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporations Code, who is a member of the National Association of Securities Dealers, or a member of a Federally regulated securities exchange, a National or State-Chartered Bank, or a savings association or Federal Association (as defined by Section 5102 of the Financial Code).

The Treasurer/CFO shall investigate all institutions that wish to do business with Mesa Water in order to determine if they are adequately capitalized, make markets in securities appropriate to Mesa Water’s needs and agree to abide by the conditions set forth in this SIP.

The Treasurer/CFO shall maintain a list of broker/dealers and institutions authorized to provide investment services and shall conduct an annual review of the financial condition

of qualified institutions. In addition, a current financial statement is required to be on file for each qualified institution.

## **8.0 Authorized and Suitable Investments**

Authorized investments are stated in the CGC Sections 16429.1, 53601, 53635 and 53649. Mesa Water's authorized investments are more restrictive than the investments authorized by law.

The following investments are authorized under this Statement of Investment Policy:

- 8.1** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- 8.2** Bonds issued by Mesa Water, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by Mesa Water or by a department, board, agency, or authority of Mesa Water.
- 8.3** Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.
- 8.4** Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in these bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.
- 8.5** United States agencies, federal agency or United States Government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- 8.6** Registered State warrants or treasury notes or bonds of the State, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the State or by a department, board, agency, or authority of the State.
- 8.7** Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this State, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the

local agency, or by a department, board, agency, or authority of the local agency.

- 8.8** Purchases of Banker Acceptances, which may not exceed 180 days maturity or 40 percent of the agency's money and no more than 30 percent of the agency's money, may be invested in the banker's acceptances of any one commercial bank.
- 8.9** Commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating as provided for by a Nationally Recognized Statistical Rating Organization (NRSRO). Issuing entities must meet the following criteria in either (1) or (2): (1) entities that are organized and operating within the United States as a general corporation and have total assets in surplus of five hundred million dollars (\$500,000,000) and have an "A" or higher rating (or equivalent) for the issuer's debt, other than commercial paper, if any, as provided for by a NRSRO; or (2) entities that are organized within the United States as a special purpose corporation, trust, or limited liability company and have program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or a surety bond, and have commercial paper that is rated "A-1" or higher, or equivalent, by an NRSRO. Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than 10 percent of the outstanding paper of an issuing corporation. Purchases of commercial paper may not exceed 25 percent of Mesa Water's Investment Portfolio at any time. Mesa Water may invest no more than 10 percent of its total investment assets in the commercial paper of any single issuer.
- 8.10** Negotiable certificates of deposits issued by a nationally or state-chartered bank, a savings association or federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federal or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the Investment Portfolio and the maximum maturity date shall not exceed five years and are subject to the limitations of CGC Section 53601(i).
- 8.11** Investments in repurchase agreements may be made on any investment authorized in this section, when the term of the agreement does not exceed one year. The market value of the securities used as collateral for the repurchase agreements shall be monitored by the investment staff and shall not be allowed to fall below 102 percent of the value of the repurchase agreement.

Reverse repurchase agreements or securities lending agreements may be utilized only when all the conditions in CGC Section 53601(j) are met.

- 8.12** Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this

subdivision shall be rated "A" or better by a NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of Mesa Water's money that may be invested pursuant to CGC Section 53601 and Mesa Water's SIP. Mesa Water may invest no more than 10 percent of its total investment assets in the medium-term notes of any single issuer.

- 8.13** Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by CGC Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by CGC Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.
- 8.14** Any mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass through certificate, or consumer receivable-backed bond. For securities eligible for investment under this section not issued or guaranteed by an agency; the United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest; or a federal agency or United States government-sponsored enterprise obligations, participation, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, the following limitations apply: (A) the security shall be rated in a rating category of "AA" or its equivalent or better by a NRSO and have a maximum remaining maturity of five years or less; and (B) purchase of securities authorized by this paragraph may not exceed 20 percent of Mesa Water's available money that may be invested.
- 8.15** Shares of beneficial interest issued by a joint powers authority organized pursuant to CGC Section 6509.7 and as described in CGC Section 53601(p). Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment advisor that meets all of the following criteria:
- 8.15. A.** The advisor is registered or exempt from registration with the Securities and Exchange Commission.
- 8.15. B.** The advisor has not less than five years of experience investing in the securities and obligations authorized in CGC Section 53601 subdivisions (a) to (q).

**8.15. C.** The advisor has assets under management in excess of five hundred million dollars (\$500,000,000).

**8.16** United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and shall not exceed 30 percent of Mesa Water's moneys that may be invested pursuant to this section.

**8.17** Notwithstanding CGC Section 53601 or any other provision of this code, Mesa Water, at its discretion, may invest a portion of its surplus funds in Certificates of Deposit Account Registry Service (CDARS) at a commercial bank, savings bank, savings and loan association, or credit union that uses a private sector entity that assists in the placement of certificates of deposit, provided that the purchases of certificates of deposit pursuant to this section, CGC Section 53601.8, and subdivision (h) of Section 53601 do not, in total, exceed 50 percent of Mesa Water's funds that may be invested for this purpose. The following conditions shall apply:

(a) Mesa Water shall choose a nationally or state chartered commercial bank, savings bank, savings and loan association, or credit union in this state to invest the funds, which shall be known as the "selected" depository institution.

(b) The selected depository institution may use a private sector entity to help place local agency deposits with one or more commercial banks, savings banks (savings and loan associations), or credit unions that are located in the United States and are within the network used by the private sector entity for this purpose.

(c) Any private sector entity used by a selected depository institution to help place its local agency deposits shall maintain policies and procedures requiring all of the following:

(1) The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by the Federal Deposit Insurance Corporation or the National Credit Union Administration; and

(2) Every depository institution where funds are placed shall be capitalized at a level that is sufficient, and be otherwise eligible, to receive such deposits pursuant to regulations of the Federal Deposit Insurance Corporation or the National Credit Union Administration, as applicable; and

(3) At the time Mesa Water's investment with a selected depository institution and no less than monthly thereafter, the private sector entity shall ensure that Mesa Water is provided with an inventory of all depository institutions in which deposits have been placed on Mesa Water's behalf, that are within the private sector entity's network.

(4) Within its network, the private sector entity shall ensure that it does not place additional deposits from a particular local agency with any depository institution identified pursuant to CGC Section 53601.8(c) as holding that local agency's deposits if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit.

(d) If a selected depository uses two or more private sector entities to assist in the placement of a local agency's deposits, the selected depository shall ensure that it does not place additional deposits from a particular local agency with a depository institution if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit. (e) The selected depository institution shall serve as a custodian for each such deposit.

(f) On the same date that Mesa Water's funds are placed pursuant to subdivision (b) by the private sector entity, the selected depository institution shall receive an amount of insured deposits from other financial institutions that, in total, are equal to, or greater than, the full amount of the principal that Mesa Water initially deposited through the selected depository institution pursuant to subdivision (b).

(g) Notwithstanding subdivisions (a) to (e), inclusive, a credit union shall not act as a selected depository institution under this section or CGC Section 53601.8 unless both of the following conditions are satisfied:

(1) The credit union offers federal depository insurance through the National Credit Union Administration.

(2) The credit union is in possession of written guidance or other written communication from the National Credit Union Administration authorizing participation of federally-insured credit unions in one or more certificate of deposit placement services and affirming that the moneys held by those credit unions while participating in a deposit placement service will at all times be insured by the federal government.

(h) The deposits placed pursuant to this section and CGC Section 53635.8 shall not, in total, exceed 50 percent of Mesa Water's funds that may be invested for this purpose.

**8.18** The Local Agency Investment Fund, established by the California State Treasurer for the benefit of local agencies and identified under the CGC Section 16429.1. The maximum investment authorized is the maximum amount permitted by the State Treasurer, currently at \$75,000,000 per account.

**8.19** Time deposits, non-negotiable and collateralized in accordance with the CGC, may be purchased through banks or savings and loan associations. The maximum maturity date shall not exceed five years.

**8.20** The Orange County Treasurer's Money Market Investment Pool, established by the County of Orange. Mesa Water's investments therein will be made in accordance with the CGC Section 53684.

**8.21** Shares of beneficial interest issued by diversified management companies (otherwise known as "mutual funds"), as defined in Section 23701 of the Revenue and Taxation Code, investing in the securities and obligations stated in the CGC Sections 16429.1, 53601 and 53649. No more than 20 percent of Mesa Water's Investment Portfolio shall be invested in this option at any time. No more than 10 percent of Mesa Water's portfolio may be invested in shares of a beneficial interest of any one mutual fund.

To be eligible for investment by Mesa Water, diversified management companies shall:

**8.21. A.** Attain the highest ranking or the highest letter and numerical rating provided by not less than two of the three largest NRSRO's; and

**8.21. B.** Have an investment advisor registered with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations stated in the CGC Sections 16429.1, 53601 and 53649, and with assets under management in excess of five hundred million dollars (\$500,000,000); and

**8.21. C.** Shall not include in the purchase price of shares of beneficial interest purchased any commission that these companies may charge.

## **9.0 Investment Pools**

A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. A questionnaire shall be developed by the Treasurer/CFO that will address the following general considerations:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often and what size deposit and withdrawal.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc., used by the pool/fund?
- A fee schedule and when and how it is assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

## **10.0 Prohibited Investment Vehicles and Practices**

Investment staff is prohibited from investing Mesa Water's portfolio in the following:

- State laws notwithstanding, any investments not specifically described herein under Sections 8.0 through 9.0 are prohibited.
- Borrowing for investment purposes (Leverage) is prohibited.
- Buying or selling securities "on Margin" is prohibited.
- Investing in any instrument that is commonly known as a "derivative" instrument (options, futures, swaps, caps, floors, collars, U.S. Treasury zero coupon bonds, U.S. Treasury strips, interest-only bonds, interest-only strips derived from mortgage pools), or any investment that may result in a zero interest accrual, even if held to maturity, is prohibited.
- Under the provisions of CGC Section 53601.6, Mesa Water shall not invest any funds covered by this SIP in instruments known as Structured Notes (e.g., inverse floaters, leverage floaters, structured CD's, range notes, equity-linked securities). Any such investments are prohibited.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.

## **11.0 Collateralization**

The CGC Sections 53652 through 53667, inclusive, require depositories to post certain types and levels of collateral for public funds above the Federal Deposit Insurance Corporation (FDIC) insurance amounts. The collateral requirements apply to bank deposits, both active (checking and savings accounts) and inactive (non-negotiable time certificates of deposit).

## **12.0 Safekeeping and Custody**

All investment transactions, including collateral for repurchase agreements, entered into by Mesa Water shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian, acting as an agent for Mesa Water under the terms of the custody agreement, designated by the Treasurer/CFO and evidenced by safekeeping receipts.

## **13.0 Diversification**

Mesa Water will diversify its investments by security type and institution. With the exception of U.S Treasuries, the LAIF, or the OCIP, no more than 50 percent of Mesa Water's total Investment Portfolio will be invested in a single security type or with a single financial institution.

## **14.0 Maximum Maturities**

To the extent practical, Mesa Water will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, Mesa Water will not directly invest in securities maturing more than five years from the date of purchase.



## **15.0 Internal Controls and External Review**

The Treasurer/CFO shall maintain a system of internal controls in order to assure compliance with Mesa Water's written policies and procedure, this SIP, and also including but not limited to prior authorization and approvals, properly designed records, security of assets and records, segregation of incompatible duties, periodic reconciliations, periodic verification, and timely preparation of reports in conformance with Section 17.0 hereof.

As part of Mesa Water's annual audit, the external auditor retained by the Board shall review the internal controls. The external audit shall provide those reviews and opinions as are required for the independent auditor's reports. The Board reserves the right to request additional reviews or opinions as to this SIP as the Board shall determine and direct.

## **16.0 Performance Standards**

The Investment Portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles commensurate with Mesa Water's investment risk constraints and cash flow needs.

## **17.0 Reporting**

### **17.1 Monthly Transaction Report**

The Treasurer/CFO shall submit a monthly report of investment transactions to the Mesa Water's Board of Directors in conformance with the CGC Section 53607.

### **17.2 Quarterly Investment Report**

The Treasurer/CFO shall submit quarterly investment reports, to the Board of Directors, General Manager, and Mesa Water's internal auditor (Controller/Auditor) within 45 days following the end of the quarter covered by the report although no longer required by CGC Section 53646(b). For each specific investment, security, and money held by Mesa Water, these reports shall contain the following information:

- The type of investment
- Name of issuer
- Date of maturity
- Market value
- Cost of acquisition

Description of any of Mesa Water's funds, investment, or programs that are under management of contracted parties, including lending programs. With respect to all securities held by Mesa Water, and under management of an outside agency that is not also a local agency or the LAIF, the report shall also include the current market value as of the date of the report and shall include the source of this same valuation.

For local agency investments that have been placed in LAIF, created by CGC Section 16429.1, in National Credit Union Share Insurance Fund-insured accounts in a credit union, in accounts insured or guaranteed pursuant to Financial Code Section 14858, or in Federal Deposit Insured Corporation—insured accounts in a bank or savings and loan association, in a county investment pool, or any combination of these, the Treasurer/CFO may supply the Board, General Manager and Mesa Water’s outside auditor with the most recent statement or statements received by Mesa Water from these institutions in lieu of the specific investment, security, and money information required under this section.

A description of compliance with this SIP or an explanation of why it is not in compliance.

A statement indicating Mesa Water’s ability to meet its cash flow needs for the next six months or an explanation as to why sufficient money may not be available.

### **18.0 Investment Policy Adoption and Periodic Review**

This SIP shall be adopted by resolution of the Board. This policy shall be reviewed on an annual basis by the Treasurer/CFO and approved annually by the Board of Directors.

## GLOSSARY

**AGENCIES** – Federal agency securities and/or Government – sponsored enterprises.

**ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)** – The official annual report for Mesa Water District. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

**ASK** – The price at which securities are offered.

**BANKERS' ACCEPTANCE (BA)** – A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BENCHMARK** – A comparative base for measuring the performance of risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

**BID** – The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

**BROKER** – A broker brings buyers and sellers together for a commission.

**CERTIFICATE OF DEPOSIT (CD)** – A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

**COLLATERAL** – Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public moneys.

**COMMERCIAL PAPER** – Short-term, negotiable unsecured promissory notes of corporations.

**COUPON** – (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

**CUSIP (COMMITTEE ON UNIFORM SECURITIES IDENTIFICATION PROCEDURES)** – A unique nine-character identification number which serves as a "DNA" for securities and is assigned to all U.S. Government Bonds, Municipal Bonds, Negotiable Certificates of Deposit, and other Securities. A CUSIP uniquely identifies the type of security and the issuer.

**DEALER** – A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**DEBENTURE** – A bond secured only by the general credit of the issuer.

**DELIVERY VERSUS PAYMENT (DVP)** – There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**DISCOUNT** – The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below the original offering price shortly after sale also is considered to be at a discount.

**DISCOUNT SECURITIES** – Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value; e.g., U.S. Treasury Bills.

**DIVERSIFICATION** – Dividing investment funds among a variety of securities offering independent returns.

**FEDERAL CREDIT AGENCIES** – Agencies of the federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small-business firms, students, farmers, farm cooperatives, and exporters.

**FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC)** – A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**FEDERAL FUNDS RATE** – The rate of interest at which federal funds are traded. The Federal Reserve through open-market operations currently pegs this rate.

**FEDERAL HOME LOAN BANKS (FHLB)** – Government sponsored wholesale banks (currently 12 regional banks) that lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions, and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district bank.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA)** – FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporations' purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL OPEN MARKET COMMITTEE (FOMC)** – Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

**FEDERAL RESERVE SYSTEM** – The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, DC, 12 regional banks and about 5,700 commercial banks that are members of the system.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae)** – Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage banks, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. The FHA, VA, or FMHM mortgages back Ginnie Mae securities. The term “pass-throughs” is often used to describe Ginnie Maes.

**LIQUIDITY** – A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**LOCAL AGENCY INVESTMENT FUND (LAIF)** – A pooled investment vehicle for local agencies in California sponsored by the State of California and administered by the State Treasurer.

**MARKET CYCLE** – A market cycle is defined as a period of time which includes a minimum of two consecutive quarters of falling interest rates followed by a minimum of two consecutive quarters of rising interest rates.

**MARKET VALUE** – The price at which a security is traded and could presumably be purchased or sold.

**MATURITY** – The date upon which the principal or stated value of an investment becomes due and payable.

**MONEY MARKET** – The market in which short-term debt instruments (bills, commercial paper, bankers’ acceptances, etc.) are issued and traded.

**NATIONALLY RECOGNIZED STATISTICAL-RATING ORGANIZATION (NRSRO)** – The credit rating agencies whose ratings are permitted to be used for investment purposes such as Moody’s Investor Service, Standard & Poor’s, and Fitch Rating.

**NEGOTIABLE CERTIFICATE OF DEPOSIT** – A large denomination certificate of deposit that can be sold in the open market prior to maturity.

**OFFER** – The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See ASK and BID.

**ORANGE COUNTY INVESTMENT POOL (OCIP)** – A pooled investment vehicle for Orange County California agencies administered by the Orange County Treasurer.

**PORTFOLIO** – Collection of securities held by an investor.

**PRIMARY DEALER** – Group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve

Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

**PRUDENT PERSON RULE** – An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state – the so-called legal list. In other states, the trustee may invest in a security if it is one, which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital. Governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to CGC Section 53600 et seq. are trustees and therefore fiduciaries subject to the prudent person rule. Within the limitations of the CGC Section 53600 et seq. and considering individual investments as part of an overall strategy, a trustee is allowed to acquire investments as authorized by law.

**QUALIFIED PUBLIC DEPOSITORIES** – A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this State, which has aggregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

**RATE OF RETURN** – The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

**SAFEKEEPING** – A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

**SECONDARY MARKET** – A market made for the purchase and sale of outstanding issues following the initial distribution.

**SECURITIES & EXCHANGE COMMISSION (SEC)** – Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**TIME CERTIFICATE OF DEPOSIT** – A non-negotiable certificate of deposit that cannot be sold prior to maturity.

**TOTAL RATE OF RETURN** – Represents growth (or decline) in the value of a portfolio, including both capital appreciation and income, as a proportion of the starting market value.

**TIME-WEIGHTED RATE OF RETURN** – A modified measurement of Total Rate of Return that eliminates the effect of the timing of funds flows to and/or from a security or portfolio.

**TREASURY BILLS** – A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

**TREASURY BOND** – Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

TREASURY NOTES – Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of 2 to 10 years.

YIELD – The rate of annual income return on an investment, expressed as a percentage.

YIELD TO MATURITY – The calculated rate of return based upon the present value of the cash flow from each interest payment, plus the present value of the cash flow from the investment's redemption value at maturity vs. the purchase price.

DRAFT

**RESOLUTION NO. 1596**

**EXHIBIT B**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
DELEGATING AUTHORITY RELATIVE TO INVESTMENT OR  
REINVESTMENT OF SPECIFIED FUNDS, AND ADOPTING A REVISED  
STATEMENT OF INVESTMENT POLICY,  
SUPERSEDING RESOLUTION NO. 1575**

Summary of Investments Authorized Under California  
Government Code Sections 53601, 53684, 16429.1

Statement of Investment Policy  
FY 2024

DRAFT



**SUMMARY OF INVESTMENTS AUTHORIZED UNDER CALIFORNIA  
GOVERNMENT CODE SECTIONS 53601, 53684, 16429.1  
MESA WATER DISTRICT FY 2024 STATEMENT OF INVESTMENT POLICY**

CGC Section	Investment Type	ALLOWED BY STATUTE			AUTHORIZED BY MESA WATER DISTRICT		
		Maximum Maturity	Authorized Limit (%)	Required Rating	Maximum Maturity	Authorized Limit	Required Rating
53601(a)	Local Agency Bonds	5 Years	None	None	5 Years	None	None
53601(b)	U.S. Treasury Obligations	5 Years	None	None	5 Years	None	None
53601(c)	State of California Obligations	5 Years	None	None	5 Years	None	None
53601(d)	Other State Obligations	5 Years	None	None	5 Years	None	None
53601(e)	California Local Agency Obligations	5 Years	None	None	5 Years	None	None
53601(f)	Federal Agency or U.S. Government Obligations (GSE's)	5 Years	None	None	5Years	None	None
53601(g)	Bankers' Acceptances	180 Days	40%/30% <sup>(1)</sup>	None	180 Days	40%/30% <sup>(1)</sup>	None
53601(h)	Commercial Paper	270 Days	25% or 10% <sup>(2)</sup>	A1/P1/F1	270 Days	25% or 10% <sup>(2)</sup>	A1/P1/F1
53601(i)	Negotiable Certificates of Deposit <sup>(8)</sup>	5 Years	30% <sup>(7)</sup>	None	5 Years	30% <sup>(7)</sup>	None
53601(j)	Repurchase Agreements	1 Year	None	None	1 Year	None	None
53601(j)	Reverse Repurchase Agreements	92 Days	20% of base	Various <sup>(3)</sup>	92 Days	20% of base	Various <sup>(3)</sup>
53601(k)	Medium-Term Notes	5 Years	30%/10% <sup>(9)</sup>	A	5 Years	30%/10% <sup>(9)</sup>	A
53601(l)	Mutual Funds	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>
53601(l)	Money Market Mutual Funds	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>
53601(m)	Trust Indenture or Other Contract	Per Contract	Per Contract	Per Contract	Per Contract	Per Contract	Per Contract
53601(n)	Collateralized Bank Deposits <sup>(8)</sup>	5 Years	None	None	5 Years	None	None
53601 (o)	Mortgage Pass-Through Securities	5 Years	20%	AA	5 Years	20%	AA
53601 (p)	Shares of beneficial interest in JPA's	N/A	None	None	N/A	None	None
53601.8	Certificates of Deposits (CDAR's) <sup>(8)</sup>	5 Years	50% <sup>(10)</sup>	None	5 Years	50% <sup>(10)</sup>	None
16429.1	Local Agency Investment Fund (LAIF)	N/A	None	None	N/A	None <sup>(6)</sup>	None
53684	County Pooled Investment Funds	N/A	None	None	N/A	None	None
	Time Deposits <sup>(8)</sup>	5 Years	None	None	5 Years	None	None

- (1) 30% limit for one commercial bank.
- (2) 10% limit for the outstanding commercial paper of any single corporate issue.
- (3) Securities used for the agreement must have been held by the issuer for 30 days, investments can only be made with primary dealers of the Federal Reserve Bank of New York.
- (4) No more than 10% can be invested in any one fund.
- (5) Highest ranking by 2 of 3 of the nationally recognized rating agencies, and retain an investment advisor who is registered with the SEC and has at least 5 years' experience investing in securities authorized in CGC Section 53601 and 53635 with assets in excess of \$500 million.
- (6) LAIF currently allows a maximum of \$75 million per account.
- (7) No more than 30% of total funds may be invested in these CD's.
- (8) Subject to FDIC limitations. Also, subject to other limits with investments in credit unions.
- (9) No more than 10% can be invested in medium-term notes of any single issuer.
- (10) No more than 50% of total funds may be invested in these CD's.

**RESOLUTION NO. 15751596**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
DELEGATING AUTHORITY RELATIVE TO INVESTMENT OR  
REINVESTMENT OF SPECIFIED FUNDS, AND ADOPTING A REVISED  
STATEMENT OF INVESTMENT POLICY,  
SUPERSEDING RESOLUTION NO. 15631575**

WHEREAS, the Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, Mesa Water from time to time has money held by its District Treasurer/Chief Financial Officer (Treasurer/CFO) not required for the immediate necessities of Mesa Water (Investment Portfolio) and is authorized by law including, but not by way of limitation, Section 53601, *et. seq.*, of the California Government Code (Government Code or CGC), to invest moneys in the Investment Portfolio in a manner consistent with applicable State law; and

WHEREAS, Section 53607 of the Government Code authorizes the Board of Directors (**Board**) of Mesa Water (**Board**) to delegate such authority to the Treasurer/CFO to invest, reinvest, sell, or exchange securities in and for the Investment Portfolio until such time as such delegation of authority is revoked; and

WHEREAS, Mesa Water has previously adopted Resolution No. 15631575, delegating authority relative to such investment and reinvestment of moneys in and for the Investment Portfolio and providing for a Statement of Investment Policy; and

WHEREAS, it is the desire of the Board to renew the delegation of such authority and provide for a revised Statement of Investment Policy of Mesa Water.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

**Section 1.** That the Board does hereby delegate authority to the Treasurer/CFO to invest and reinvest funds of Mesa Water pursuant to all applicable laws, statutes, and regulations of the State as set forth in this Resolution. The Board reserves the right to provide for delegation of investment authority in the future by way of resolution or by motion.

**Section 2.** That the revised Statement of Investment Policy of Mesa Water is hereby adopted as set forth in Exhibit "A" attached to this Resolution, which is incorporated by this reference and shall be deemed to be effective as of ~~February 22, 2023~~ **May 22, 2024**, and every fiscal year hereafter unless changed or modified by further action of this Board.

**Section 3.** That Resolution No. ~~1563-1575~~ of Mesa Water is superseded effective ~~February 22, 2023~~ May 22, 2024.

ADOPTED, SIGNED, and APPROVED this 22<sup>nd</sup> day of ~~February 2023~~ May 2024 by a roll call vote.

AYES: DIRECTORS: ~~Atkinson, Bockmiller, Fislter, DePasquale, Dewane~~  
NOES: DIRECTORS:  
ABSTAIN: DIRECTORS:  
ABSENT: DIRECTORS:

---

Shawn Dewane  
President, Board of Directors

---

Denise Garcia  
District Secretary

DRAFT

**RESOLUTION NO. 15751596**

**EXHIBIT A**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
DELEGATING AUTHORITY RELATIVE TO INVESTMENT OR  
REINVESTMENT OF SPECIFIED FUNDS, AND ADOPTING A REVISED  
STATEMENT OF INVESTMENT POLICY,  
SUPERSEDING RESOLUTION NO. 15631575**

Statement of Investment Policy  
FY 20232024

**1.0 Policy**

It is the policy of Mesa Water District (Mesa Water® or District) to invest public funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District. The investment policies and practices of Mesa Water are based upon prudent money management and shall conform to all federal, state, and other applicable laws governing the investment of public funds.

Although no longer required by California Government Code (CGC) Section 53646, the District Treasurer/Chief Financial Officer (Treasurer/CFO) will render to the Board of Directors (Board) a Statement of Investment Policy (SIP) for consideration and approval at a public meeting. Any investment currently held at that time that does not meet the guidelines of this SIP, as changed from time to time by the Board, shall be exempt from the requirements of this SIP. However, at the investment's maturity or liquidation, such funds shall be reinvested only as provided by this SIP.

**2.0 Scope**

This Statement of Investment Policy (SIP) applies to all financial assets of Mesa Water except the California Public Employees Retirement System (CalPERS) (which has its own investment policy), Public Agencies Post-Employment Benefits Trust (which is administered by Mesa Water Resolution No. 1499), deferred compensation plan (governed by a separate Plan Document) and Certificate of Participation (COP) funds (governed by the applicable Trust Indentures, or equivalent document(s)), which are administered separately.

This SIP is set forth by Mesa Water for the following purposes:

- a. To establish a clear understanding for the Board, Mesa Water management and responsible employees, citizens and third parties of the objectives, policies, and guidelines for the investment of Mesa Water's funds that are not required for immediate use.

- b. To offer guidance to investment staff, brokers, and any external investment advisors on the investment of Mesa Water funds.

### **3.0 Objectives**

Subject to the overriding requirement of compliance with all federal, state, and other applicable laws governing the investment of moneys under the control of the Treasurer/CFO, and as specified in the CGC Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

#### **3.1 Safety of Principal**

Safety of principal is the foremost objective. Investments of Mesa Water shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall Investment Portfolio. To attain this objective, diversification is advisable in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Each investment transaction shall seek to ensure that capital losses are avoided, whether from issuer default, broker/dealer default or erosion of market value. Mesa Water shall seek to preserve capital by mitigating credit risk and market risk, as identified below:

##### **3.1. A Credit Risk**

Credit risk is the risk of loss due to failure of the issuer to repay an obligation. It shall be mitigated by investing in only very safe institutions and by diversifying the Investment Portfolio so that the failure of any one issuer would not unduly harm Mesa Water's cash flow.

##### **3.1. B Market Risk**

Market risk is the risk of market value fluctuations due to overall changes in the general level of interest rates and shall be mitigated by:

- 1) Structuring the Investment Portfolio so that securities mature at the same time major cash outflows occur, thereby eliminating the need to sell securities prior to their maturity; and
- 2) Prohibiting the selling of securities that Mesa Water does not own (taking short positions); and
- 3) Limiting the maximum maturity of any one security in the Investment Portfolio to five years.

It is explicitly recognized that, in a diversified investment portfolio, occasional market value losses may be inevitable even in investments to be held to maturity. Such losses must be considered within the context of overall investment return.

### **3.2 Liquidity**

Mesa Water's Investment Portfolio will remain sufficiently liquid to enable the District to meet all operating and emergency requirements, which might be reasonably anticipated.

An amount equal to the adopted levels of the Operating Fund and Working Capital Cash will be kept fully liquid at all times.

### **3.3 Return on Investments**

State of California (State) law requires that the objective of return on investments be subordinate to the objectives of safety and liquidity. Mesa Water's Investment Portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, taking into account Mesa Water's investment risk constraints and the cash flow characteristics and requirements of Mesa Water's funds and of the portfolio.

Whenever possible, consistent with risk limitations and prudent investment principles, Mesa Water shall make an effort to achieve returns at the market average rate of return, defined, for the purpose of this SIP, as the average rate of return on three-month United States Treasury Bills or other benchmarks, as appropriate, depending on the make-up of the portfolio.

### **4.0 Delegation of Authority**

Authority to manage Mesa Water's investment program is derived from Section 53607 of the CGC, which authorizes the Board to delegate authority to invest, reinvest, sell, or exchange securities for a period of one year. This responsibility may be delegated to the Treasurer/CFO (by Board action), who shall establish written procedures for the administration of this SIP. The Board may renew this delegation pursuant to State law each year.

The Board, General Manager, Treasurer/CFO and District Secretary shall be signatories on all accounts at commercial banks, the Orange County Treasurer's Money Market Investment Pool (OCIP) and at the State managed Local Agency Investment Fund (LAIF), to access accounts for these and other authorized investments consistent with this SIP.

### **5.0 Prudence**

Investments shall be made in the context of the "Prudent Investor" standard pursuant to CGC Section 53600.3, which states in relevant part:

"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the

agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.”

Mesa Water employees, acting in accordance with the provisions of the written policies and procedures of Mesa Water and this SIP, and exercising due diligence, shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided that deviations from expectations are reported to the Board of Directors at the next regularly scheduled Board meeting, but within 30 days, and that appropriate action is taken to control adverse developments.

## **6.0 Ethics and Conflicts of Interest**

The Treasurer/CFO and other Mesa Water Officers and employees involved in the investment process shall refrain from personal business activity(ies) that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. The Treasurer/CFO and investment employees shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the Investment Portfolio and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of Mesa Water.

During the course of the year, if there is an event subject to disclosure that could impair the ability of the Treasurer/CFO or investment employees to make impartial decisions, Mesa Water’s General Manager and Board will be notified as soon as practicable upon discovery of the event.

The Treasurer/CFO is required to file annual disclosure statements as required by the Fair Political Practices Commission (FPPC).

## **7.0 Authorized Financial Dealers and Institutions**

Mesa Water shall transact business only with commercial banks, savings and loans, LAIF, OCIP and registered investment securities dealers. The purchase of any investment, other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporations Code, who is a member of the National Association of Securities Dealers, or a member of a Federally regulated securities exchange, a National or State-Chartered Bank, or a savings association or Federal Association (as defined by Section 5102 of the Financial Code).

The Treasurer/CFO shall investigate all institutions that wish to do business with Mesa Water in order to determine if they are adequately capitalized, make markets in securities appropriate to Mesa Water’s needs and agree to abide by the conditions set forth in this SIP.

The Treasurer/CFO shall maintain a list of broker/dealers and institutions authorized to provide investment services and shall conduct an annual review of the financial condition



of qualified institutions. In addition, a current financial statement is required to be on file for each qualified institution.

## **8.0 Authorized and Suitable Investments**

Authorized investments are stated in the CGC Sections 16429.1, 53601, 53635 and 53649. Mesa Water's authorized investments are more restrictive than the investments authorized by law.

The following investments are authorized under this Statement of Investment Policy:

- 8.1** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- 8.2** Bonds issued by Mesa Water, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by Mesa Water or by a department, board, agency, or authority of Mesa Water.
- 8.3** Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.
- 8.4** Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in these bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.
- 8.5** United States agencies, federal agency or United States Government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- 8.6** Registered State warrants or treasury notes or bonds of the State, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the State or by a department, board, agency, or authority of the State.
- 8.7** Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this State, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the



local agency, or by a department, board, agency, or authority of the local agency.

- 8.8** Purchases of Banker Acceptances, which may not exceed 180 days maturity or 40 percent of the agency's money and no more than 30 percent of the agency's money, may be invested in the banker's acceptances of any one commercial bank.
- 8.9** Commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating as provided for by a Nationally Recognized Statistical Rating Organization (NRSRO). Issuing entities must meet the following criteria in either (1) or (2): (1) entities that are organized and operating within the United States as a general corporation and have total assets in surplus of five hundred million dollars (\$500,000,000) and have an "A" or higher rating (or equivalent) for the issuer's debt, other than commercial paper, if any, as provided for by a NRSRO; or (2) entities that are organized within the United States as a special purpose corporation, trust, or limited liability company and have program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or a surety bond, and have commercial paper that is rated "A-1" or higher, or equivalent, by an NRSRO. Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than 10 percent of the outstanding paper of an issuing corporation. Purchases of commercial paper may not exceed 25 percent of Mesa Water's Investment Portfolio at any time. Mesa Water may invest no more than 10 percent of its total investment assets in the commercial paper of any single issuer.
- 8.10** Negotiable certificates of deposits issued by a nationally or state-chartered bank, a savings association or federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federal or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the Investment Portfolio and the maximum maturity date shall not exceed five years, and are subject to the limitations of CGC Section 53601(i).
- 8.11** Investments in repurchase agreements may be made on any investment authorized in this section, when the term of the agreement does not exceed one year. The market value of the securities used as collateral for the repurchase agreements shall be monitored by the investment staff and shall not be allowed to fall below 102 percent of the value of the repurchase agreement.

Reverse repurchase agreements or securities lending agreements may be utilized only when all the conditions in CGC Section 53601(j) are met.

- 8.12** Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this

subdivision shall be rated "A" or better by a NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of Mesa Water's money that may be invested pursuant to CGC Section 53601 and Mesa Water's SIP. Mesa Water may invest no more than 10 percent of its total investment assets in the medium-term notes of any single issuer.

- 8.13** Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by CGC Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by CGC Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.
- 8.14** Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass through certificate, or consumer receivable-backed bond ~~of a maximum of five years maturity~~. For ~~securities~~ securities eligible for investment under this ~~subdivision~~ section not issued or guaranteed by an agency; the United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest; or a federal agency or United States government-sponsored enterprise obligations, participation, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, the following limitations apply: (A) the security shall be rated ~~shall be issued by an issuer~~ in a rating category of "AA" or its equivalent or better by a ~~nationally recognized rating service~~ NRSRO and have a maximum remaining maturity of five years or less; and (B) ~~Purchase~~ purchase of securities authorized by this ~~subdivision~~ paragraph may not exceed 20 percent of Mesa Water's available money that may be invested.
- 8.15** Shares of beneficial interest issued by a joint powers authority organized pursuant to CGC Section 6509.7 and as described in CGC Section 53601(p). Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment advisor that meets all of the following criteria:
- 8.15. A.** The advisor is registered or exempt from registration with the Securities and Exchange Commission.

**8.15. B.** The advisor has not less than five years of experience investing in the securities and obligations authorized in CGC Section 53601 subdivisions (a) to (q).

**8.15. C.** The advisor has assets under management in excess of five hundred million dollars (\$500,000,000).

**8.16** United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and shall not exceed 30 percent of Mesa Water's moneys that may be invested pursuant to this section.

**8.17** Notwithstanding CGC Section 53601 or any other provision of this code, Mesa Water, at its discretion, may invest a portion of its surplus funds in Certificates of Deposit Account Registry Service (CDARS) at a commercial bank, savings bank, savings and loan association, or credit union that uses a private sector entity that assists in the placement of certificates of deposit, provided that the purchases of certificates of deposit pursuant to this section, CGC Section 53601.8, and subdivision (h) of Section 53601 do not, in total, exceed 50 percent of Mesa Water's funds that may be invested for this purpose. The following conditions shall apply:

(a) Mesa Water shall choose a nationally or state chartered commercial bank, savings bank, savings and loan association, or credit union in this state to invest the funds, which shall be known as the "selected" depository institution.

(b) The selected depository institution may use a private sector entity to help place local agency deposits with one or more commercial banks, savings banks (savings and loan associations), or credit unions that are located in the United States and are within the network used by the private sector entity for this purpose.

(c) Any private sector entity used by a selected depository institution to help place its local agency deposits shall maintain policies and procedures requiring all of the following:

(1) The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by the Federal Deposit Insurance Corporation or the National Credit Union Administration; and

(2) Every depository institution where funds are placed shall be capitalized at a level that is sufficient, and be otherwise eligible, to receive such deposits pursuant to regulations of the Federal Deposit Insurance Corporation or the National Credit Union Administration, as applicable; and

(3) At the time Mesa Water's investment with a selected depository institution and no less than monthly thereafter, the private sector

entity shall ensure that Mesa Water is provided with an inventory of all depository institutions in which deposits have been placed on Mesa Water's behalf, that are within the private sector entity's network.

(4) Within its network, the private sector entity shall ensure that it does not place additional deposits from a particular local agency with any depository institution identified pursuant to CGC Section 53601.8(c) as holding that local agency's deposits if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit.

(d) If a selected depository uses two or more private sector entities to assist in the placement of a local agency's deposits, the selected depository shall ensure that it does not place additional deposits from a particular local agency with a depository institution if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit. (e) The selected depository institution shall serve as a custodian for each such deposit.

(f) On the same date that Mesa Water's funds are placed pursuant to subdivision (b) by the private sector entity, the selected depository institution shall receive an amount of insured deposits from other financial institutions that, in total, are equal to, or greater than, the full amount of the principal that Mesa Water initially deposited through the selected depository institution pursuant to subdivision (b).

(g) Notwithstanding subdivisions (a) to (e), inclusive, a credit union shall not act as a selected depository institution under this section or CGC Section 53601.8 unless both of the following conditions are satisfied:

(1) The credit union offers federal depository insurance through the National Credit Union Administration.

(2) The credit union is in possession of written guidance or other written communication from the National Credit Union Administration authorizing participation of federally-insured credit unions in one or more certificate of deposit placement services and affirming that the moneys held by those credit unions while participating in a deposit placement service will at all times be insured by the federal government.

(h) The deposits placed pursuant to this section and CGC Section 53635.8 shall not, in total, exceed 50 percent of Mesa Water's funds that may be invested for this purpose.

**8.18** The Local Agency Investment Fund, established by the California State Treasurer for the benefit of local agencies and identified under the CGC Section 16429.1. The maximum investment authorized is the maximum amount permitted by the State Treasurer, currently at \$75,000,000 per account.

- 8.19** Time deposits, non-negotiable and collateralized in accordance with the CGC, may be purchased through banks or savings and loan associations. The maximum maturity date shall not exceed five years.
- 8.20** The Orange County Treasurer's Money Market Investment Pool, established by the County of Orange. Mesa Water's investments therein will be made in accordance with the CGC Section 53684.
- 8.21** Shares of beneficial interest issued by diversified management companies (otherwise known as "mutual funds"), as defined in Section 23701 of the Revenue and Taxation Code, investing in the securities and obligations stated in the CGC Sections 16429.1, 53601 and 53649. No more than 20 percent of Mesa Water's Investment Portfolio shall be invested in this option at any time. No more than 10 percent of Mesa Water's portfolio may be invested in shares of a beneficial interest of any one mutual fund.

To be eligible for investment by Mesa Water, diversified management companies shall:

- 8.21. A.** Attain the highest ranking or the highest letter and numerical rating provided by not less than two of the three largest NRSRO's; and
- 8.21. B.** Have an investment advisor registered with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations stated in the CGC Sections 16429.1, 53601 and 53649, and with assets under management in excess of five hundred million dollars (\$500,000,000); and
- 8.21. C.** Shall not include in the purchase price of shares of beneficial interest purchased any commission that these companies may charge.

## **9.0 Investment Pools**

A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. A questionnaire shall be developed by the Treasurer/CFO that will address the following general considerations:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often and what size deposit and withdrawal.
- A schedule for receiving statements and portfolio listings.

- Are reserves, retained earnings, etc., used by the pool/fund?
- A fee schedule and when and how it is assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

DRAFT



## **10.0 Prohibited Investment Vehicles and Practices**

Investment staff is prohibited from investing Mesa Water's portfolio in the following:

- State laws notwithstanding, any investments not specifically described herein under Sections 8.0 through 9.0 are prohibited.
- Borrowing for investment purposes (Leverage) is prohibited.
- Buying or selling securities "on Margin" is prohibited.
- Investing in any instrument that is commonly known as a "derivative" instrument (options, futures, swaps, caps, floors, collars, U.S. Treasury zero coupon bonds, U.S. Treasury strips, interest-only bonds, interest-only strips derived from mortgage pools), or any investment that may result in a zero interest accrual, even if held to maturity, is prohibited.
- Under the provisions of CGC Section 53601.6, Mesa Water shall not invest any funds covered by this SIP in instruments known as Structured Notes (e.g., inverse floaters, leverage floaters, structured CD's, range notes, equity-linked securities). Any such investments are prohibited.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.

## **11.0 Collateralization**

The CGC Sections 53652 through 53667, inclusive, require depositories to post certain types and levels of collateral for public funds above the Federal Deposit Insurance Corporation (FDIC) insurance amounts. The collateral requirements apply to bank deposits, both active (checking and savings accounts) and inactive (non-negotiable time certificates of deposit).

## **12.0 Safekeeping and Custody**

All investment transactions, including collateral for repurchase agreements, entered into by Mesa Water shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian, acting as an agent for Mesa Water under the terms of the custody agreement, designated by the Treasurer/CFO and evidenced by safekeeping receipts.

## **13.0 Diversification**

Mesa Water will diversify its investments by security type and institution. With the exception of U.S Treasuries, the LAIF, or the OCIP, no more than 50 percent of Mesa Water's total Investment Portfolio will be invested in a single security type or with a single financial institution.

## **14.0 Maximum Maturities**

To the extent practical, Mesa Water will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, Mesa Water will not directly invest in securities maturing more than five years from the date of purchase.

DRAFT



## **15.0 Internal Controls and External Review**

The Treasurer/CFO shall maintain a system of internal controls in order to assure compliance with Mesa Water's written policies and procedure, this SIP, and also including but not limited to prior authorization and approvals, properly designed records, security of assets and records, segregation of incompatible duties, periodic reconciliations, periodic verification, and timely preparation of reports in conformance with Section 17.0 hereof.

As part of Mesa Water's annual audit, the external auditor retained by the Board shall review the internal controls. The external audit shall provide those reviews and opinions as are required for the independent auditor's reports. The Board reserves the right to request additional reviews or opinions as to this SIP as the Board shall determine and direct.

## **16.0 Performance Standards**

The Investment Portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles commensurate with Mesa Water's investment risk constraints and cash flow needs.

## **17.0 Reporting**

### **17.1 Monthly Transaction Report**

The Treasurer/CFO shall submit a monthly report of investment transactions to the Mesa Water's Board of Directors in conformance with the CGC Section 53607.

### **17.2 Quarterly Investment Report**

The Treasurer/CFO shall submit quarterly investment reports, to the Board of Directors, General Manager, and Mesa Water's internal auditor (Controller/Auditor) within 45 days following the end of the quarter covered by the report although no longer required by CGC Section 53646(b). For each specific investment, security, and money held by Mesa Water, these reports shall contain the following information:

- The type of investment
- Name of issuer
- Date of maturity
- Market value
- Cost of acquisition

Description of any of Mesa Water's funds, investment, or programs that are under management of contracted parties, including lending programs. With respect to all securities held by Mesa Water, and under management of an outside agency that is not also a local agency or the LAIF, the report shall also include the current market value as of the date of the report and shall include the source of this same valuation.

For local agency investments that have been placed in LAIF, created by CGC Section 16429.1, in National Credit Union Share Insurance Fund-insured accounts in a credit union, in accounts insured or guaranteed pursuant to Financial Code Section 14858, or in Federal Deposit Insured Corporation—insured accounts in a bank or savings and loan association, in a county investment pool, or any combination of these, the Treasurer/CFO may supply the Board, General Manager and Mesa Water’s outside auditor with the most recent statement or statements received by Mesa Water from these institutions in lieu of the specific investment, security, and money information required under this section.

A description of compliance with this SIP or an explanation of why it is not in compliance.

A statement indicating Mesa Water’s ability to meet its cash flow needs for the next six months or an explanation as to why sufficient money may not be available.

### **18.0 Investment Policy Adoption and Periodic Review**

This SIP shall be adopted by resolution of the Board. This policy shall be reviewed on an annual basis by the Treasurer/CFO and approved annually by the Board of Directors.

## GLOSSARY

**AGENCIES** – Federal agency securities and/or Government – sponsored enterprises.

**ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)** – The official annual report for Mesa Water District. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

**ASK** – The price at which securities are offered.

**BANKERS' ACCEPTANCE (BA)** – A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BENCHMARK** – A comparative base for measuring the performance of risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

**BID** – The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

**BROKER** – A broker brings buyers and sellers together for a commission.

**CERTIFICATE OF DEPOSIT (CD)** – A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

**COLLATERAL** – Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public moneys.

**COMMERCIAL PAPER** – Short-term, negotiable unsecured promissory notes of corporations.

**COUPON** – (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

**CUSIP (COMMITTEE ON UNIFORM SECURITIES IDENTIFICATION PROCEDURES)** – A unique nine-character identification number which serves as a "DNA" for securities and is assigned to all U.S. Government Bonds, Municipal Bonds, Negotiable Certificates of Deposit, and other Securities. A CUSIP uniquely identifies the type of security and the issuer.

**DEALER** – A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**DEBENTURE** – A bond secured only by the general credit of the issuer.

**DELIVERY VERSUS PAYMENT (DVP)** – There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**DISCOUNT** – The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below the original offering price shortly after sale also is considered to be at a discount.

**DISCOUNT SECURITIES** – Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value; e.g., U.S. Treasury Bills.

**DIVERSIFICATION** – Dividing investment funds among a variety of securities offering independent returns.

**FEDERAL CREDIT AGENCIES** – Agencies of the federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small-business firms, students, farmers, farm cooperatives, and exporters.

**FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC)** – A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**FEDERAL FUNDS RATE** – The rate of interest at which federal funds are traded. The Federal Reserve through open-market operations currently pegs this rate.

**FEDERAL HOME LOAN BANKS (FHLB)** – Government sponsored wholesale banks (currently 12 regional banks) that lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions, and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district bank.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA)** – FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporations' purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL OPEN MARKET COMMITTEE (FOMC)** – Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM – The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, DC, 12 regional banks and about 5,700 commercial banks that are members of the system.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae) – Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage banks, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. The FHA, VA, or FMHM mortgages back Ginnie Mae securities. The term “pass-throughs” is often used to describe Ginnie Maes.

LIQUIDITY – A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL AGENCY INVESTMENT FUND (LAIF) – A pooled investment vehicle for local agencies in California sponsored by the State of California and administered by the State Treasurer.

MARKET CYCLE – A market cycle is defined as a period of time which includes a minimum of two consecutive quarters of falling interest rates followed by a minimum of two consecutive quarters of rising interest rates.

MARKET VALUE – The price at which a security is traded and could presumably be purchased or sold.

MATURITY – The date upon which the principal or states value of an investment becomes due and payable.

MONEY MARKET – The market in which short-term debt instruments (bills, commercial paper, bankers’ acceptances, etc.) are issued and traded.

NATIONALLY RECOGNIZED STATISTICAL-RATING ORGANIZATION (NRSRO) – The credit rating agencies whose ratings are permitted to be used for investment purposes such as Moody’s Investor Service, Standard & Poor’s, and Fitch Rating.

NEGOTIABLE CERTIFICATE OF DEPOSIT – A large denomination certificate of deposit that can be sold in the open market prior to maturity.

OFFER – The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See ASK and BID.

ORANGE COUNTY INVESTMENT POOL (OCIP) – A pooled investment vehicle for Orange County California agencies administered by the Orange County Treasurer.

PORTFOLIO – Collection of securities held by an investor.

PRIMARY DEALER – Group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve

Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

**PRUDENT PERSON RULE** – An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state – the so-called legal list. In other states, the trustee may invest in a security if it is one, which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital. Governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to CGC Section 53600 et seq. are trustees and therefore fiduciaries subject to the prudent person rule. Within the limitations of the CGC Section 53600 et seq. and considering individual investments as part of an overall strategy, a trustee is allowed to acquire investments as authorized by law.

**QUALIFIED PUBLIC DEPOSITORIES** – A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this State, which has aggregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

**RATE OF RETURN** – The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

**SAFEKEEPING** – A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

**SECONDARY MARKET** – A market made for the purchase and sale of outstanding issues following the initial distribution.

**SECURITIES & EXCHANGE COMMISSION (SEC)** – Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**TIME CERTIFICATE OF DEPOSIT** – A non-negotiable certificate of deposit that cannot be sold prior to maturity.

**TOTAL RATE OF RETURN** – Represents growth (or decline) in the value of a portfolio, including both capital appreciation and income, as a proportion of the starting market value.

**TIME-WEIGHTED RATE OF RETURN** – A modified measurement of Total Rate of Return that eliminates the effect of the timing of funds flows to and/or from a security or portfolio.

**TREASURY BILLS** – A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

**TREASURY BOND** – Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

TREASURY NOTES – Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of 2 to 10 years.

YIELD – The rate of annual income return on an investment, expressed as a percentage.

YIELD TO MATURITY – The calculated rate of return based upon the present value of the cash flow from each interest payment, plus the present value of the cash flow from the investment's redemption value at maturity vs. the purchase price.

DRAFT

**RESOLUTION NO. ~~15751596~~**

**EXHIBIT B**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
DELEGATING AUTHORITY RELATIVE TO INVESTMENT OR  
REINVESTMENT OF SPECIFIED FUNDS, AND ADOPTING A REVISED  
STATEMENT OF INVESTMENT POLICY,  
SUPERSEDING RESOLUTION NO. ~~15631575~~**

Summary of Investments Authorized Under California  
Government Code Sections 53601, 53684, 16429.1

Statement of Investment Policy  
FY ~~2023~~2024

DRAFT



**SUMMARY OF INVESTMENTS AUTHORIZED UNDER CALIFORNIA  
GOVERNMENT CODE SECTIONS 53601, 53684, 16429.1  
MESA WATER DISTRICT FY 2023-2024 STATEMENT OF INVESTMENT POLICY**

CGC Section	Investment Type	ALLOWED BY STATUTE			AUTHORIZED BY MESA WATER DISTRICT		
		Maximum Maturity	Authorized Limit (%)	Required Rating	Maximum Maturity	Authorized Limit	Required Rating
53601(a)	Local Agency Bonds	5 Years	None	None	5 Years	None	None
53601(b)	U.S. Treasury Obligations	5 Years	None	None	5 Years	None	None
53601(c)	State of California Obligations	5 Years	None	None	5 Years	None	None
53601(d)	Other State Obligations	5 Years	None	None	5 Years	None	None
53601(e)	California Local Agency Obligations	5 Years	None	None	5 Years	None	None
53601(f)	Federal Agency or U.S. Government Obligations (GSE's)	5 Years	None	None	5Years	None	None
53601(g)	Bankers' Acceptances	180 Days	40%/30% <sup>(1)</sup>	None	180 Days	40%/30% <sup>(1)</sup>	None
53601(h)	Commercial Paper	270 Days	25% or 10% <sup>(2)</sup>	A1/P1/F1	270 Days	25% or 10% <sup>(2)</sup>	A1/P1/F1
53601(i)	Negotiable Certificates of Deposit <sup>(8)</sup>	5 Years	30% <sup>(7)</sup>	None	5 Years	30% <sup>(7)</sup>	None
53601(j)	Repurchase Agreements	1 Year	None	None	1 Year	None	None
53601(j)	Reverse Repurchase Agreements	92 Days	20% of base	Various <sup>(3)</sup>	92 Days	20% of base	Various <sup>(3)</sup>
53601(k)	Medium-Term Notes	5 Years	30%/10% <sup>(9)</sup>	A	5 Years	30%/10% <sup>(9)</sup>	A
53601(l)	Mutual Funds	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>
53601(l)	Money Market Mutual Funds	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>	N/A	20%/10% <sup>(4)</sup>	Various <sup>(5)</sup>
53601(m)	Trust Indenture or Other Contract	Per Contract	Per Contract	Per Contract	Per Contract	Per Contract	Per Contract
53601(n)	Collateralized Bank Deposits <sup>(8)</sup>	5 Years	None	None	5 Years	None	None
53601 (o)	Mortgage Pass-Through Securities	5 Years	20%	AA	5 Years	20%	AA
53601 (p)	Shares of beneficial interest in JPA's	N/A	None	None	N/A	None	None
53601.8	Certificates of Deposits (CDAR's) <sup>(8)</sup>	5 Years	50% <sup>(10)</sup>	None	5 Years	50% <sup>(10)</sup>	None
16429.1	Local Agency Investment Fund (LAIF)	N/A	None	None	N/A	None <sup>(6)</sup>	None
53684	County Pooled Investment Funds	N/A	None	None	N/A	None	None
	Time Deposits <sup>(8)</sup>	5 Years	None	None	5 Years	None	None

- (1) 30% limit for one commercial bank.
- (2) 10% limit for the outstanding commercial paper of any single corporate issue.
- (3) Securities used for the agreement must have been held by the issuer for 30 days, investments can only be made with primary dealers of the Federal Reserve Bank of New York.
- (4) No more than 10% can be invested in any one fund.
- (5) Highest ranking by 2 of 3 of the nationally recognized rating agencies, and retain an investment advisor who is registered with the SEC and has at least 5 years' experience investing in securities authorized in CGC Section 53601 and 53635 with assets in excess of \$500 million.
- (6) LAIF currently allows a maximum of \$75 million per account.
- (7) No more than 30% of total funds may be invested in these CD's.
- (8) Subject to FDIC limitations. Also, subject to other limits with investments in credit unions.
- (9) No more than 10% can be invested in medium-term notes of any single issuer.
- (10) No more than 50% of total funds may be invested in these CD's.



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: May 22, 2024  
SUBJECT: Fees and Charges for Miscellaneous Services

---

### RECOMMENDATION

Adopt Resolution No. 1595 Adopting Certain Policies Concerning Designated Fees and Charges for Miscellaneous Services, Setting Certain Service-Related Fees and Charges Effective May 22, 2024, Making Certain Findings and Superseding Resolution No. 1526.

### STRATEGIC PLAN

Goal #1: Provide an abundant, local, reliable and safe water supply.  
Goal #2: Perpetually renew and improve our infrastructure.  
Goal #3: Be financially responsible and transparent.  
Goal #6: Provide excellent customer service.

### PRIOR BOARD ACTION/DISCUSSION

At its October 23, 2012 meeting, the Board of Directors (Board) adopted Resolution No. 1423 Miscellaneous Fees and Charges rescinding Resolution No. 1412.

At its November 25, 2019 meeting, the Board of Directors (Board) adopted Resolution No. 1526 Adopting a Policy for Establishing Fees and Charges for Miscellaneous Services and Establishing Service Related Fees and Charges Effective December 12, 2019 Superseding Resolution No. 1423.

### BACKGROUND

Mesa Water District (Mesa Water®) periodically updates its Miscellaneous Fees and Charges to reflect changes in industry practices, enhance business practices with its customers, and modify requirements based on newly enacted laws. Mesa Water's Miscellaneous Fees and Charges provides an explanation and outline of the various fees that the District can charge for miscellaneous services provided.

### DISCUSSION

The current resolution for Fees and Charges for Miscellaneous Services requires a bi-annual review. In the current review, several different fees needed to be updated due to the change in payroll costs associated with the actual staff time required to fulfill specific tasks.

The following are proposed amendments to Mesa Water's existing Miscellaneous Fees and Charges:

**Update Fees Related to Payments** – These fees have been updated to more accurately reflect the cost of staff time related to services provided for delinquent payments and potential shut-offs. Also, the fees associated with granting any additional payment extensions beyond the first



extension are being removed.

**Update Limits Used in the Billing and Accounts Receivable Processes** – These fees have been updated to reflect the current charges more accurately being charged to customers for monthly basic meter charges.

**Update New Service Establishment Fee** – These fees have been updated to reflect the cost of staff time more accurately and to establish a fee for Same Day New Service Establishment.

**Update Backflow Devices and Pressure/Fire Flow Test** – These fees have been updated to more accurately reflect the current costs associated with backflow devices and the testing costs of pressure/fire flow tests.

**Construction Water Service** – These fees have been updated to more accurately reflect the cost of staff time related to services provided for Construction Hydrant Meters.

**Minor Grammatical and Pronoun Amendments** – Various references to Mesa Water or the District have been made more consistent. Additional minor grammatical changes were made throughout the resolution.

Staff recommends that the Board consider approving the amendments to Mesa Water's Fees and Charges for Miscellaneous Services.

#### FINANCIAL IMPACT

None.

#### ATTACHMENTS

Attachment A: Draft Resolution No. 1595

Attachment B: Resolution No. 1595, Redline

## RESOLUTION NO. 1595

### RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS ADOPTING CERTAIN POLICIES CONCERNING DESIGNATED FEES AND CHARGES FOR MISCELLANEOUS SERVICES, SETTING CERTAIN SERVICE-RELATED FEES AND CHARGES EFFECTIVE MAY 22, 2024, MAKING CERTAIN FINDINGS AND SUPERSEDING RESOLUTION NO. 1526

WHEREAS, the Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, the Board of Directors (Board) of Mesa Water is authorized to fix and collect various fees and charges designed to recover the costs of miscellaneous services, which fees and charges are not property-related fees or charges and are not subject to the provisions or requirements of Proposition 218 (Article XIII C and D of the California Constitution); and

WHEREAS, this Board has duly considered the costs of providing review of development plans for conformance to Mesa Water's plans and specifications, inspecting water facilities constructed by developers and performing other miscellaneous services, as described herein, determined to be necessary by this Board,

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

**Section 1.** Effective on and after May 22, 2024, the definitions for miscellaneous services of the Mesa Water District shall be established in accordance with the policies set forth in Appendix A, attached hereto and incorporated herein by this reference.

**Section 2.** Effective on and after May 22, 2024, the fees and charges for miscellaneous services shall be as set forth in Exhibit 1, Schedule of Rates, Fees and Charges, attached hereto and incorporated herein by this reference.

**Section 3.** The fees and charges for miscellaneous services shall be reviewed every two years by the Board and revised as necessary to reflect implementation of the policies adopted by this Resolution.

**Section 4.** The fees and charges set forth herein shall be collected in accordance with the provisions of this Resolution and the Mesa Water Rules and Regulations for Water Service.

**Section 5.** The Board hereby determines that the policies, fees and charges set forth herein are not subject to the provisions and requirements of Proposition 218, as set out in Article XIII C and D of the California Constitution.

**Section 6.** This Resolution shall, upon adoption, supersede Resolution No. 1526 and all other related actions of the Board governing.

**Section 7.** This Resolution shall take effect upon adoption.

ADOPTED, SIGNED, and APPROVED this 22nd day of May 2024 by the following roll call vote.

AYES: DIRECTORS:  
NOES: DIRECTORS:  
ABSTAIN: DIRECTORS:  
ABSENT: DIRECTORS:

---

Shawn Dewane  
President, Board of Directors

---

Denise Garcia, District Secretary

**RESOLUTION NO. 1595**

**APPENDIX A**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING CERTAIN POLICIES CONCERNING DESIGNATED FEES  
AND CHARGES FOR MISCELLANEOUS SERVICES, SETTING  
CERTAIN SERVICE-RELATED FEES AND CHARGES  
EFFECTIVE MAY 22, 2024, MAKING CERTAIN FINDINGS AND  
SUPERSEDING RESOLUTION NO. 1526**

**DEFINITIONS**

The amounts of all current fees and charges listed in this Appendix are set forth in Exhibit 1 of this Resolution.

**Deposits for Potable and Recycled Water Accounts**

Water Meter	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Accounts Opened by a Customer Whose Previous Account is Part of a Bankruptcy Case	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Meter Tests Requested by Customers	Cost of test, to be refunded if the test results indicate the meter was registering inaccurately as defined in the Rules and Regulations for Water Service

**Fees Related to Payments**

Cost to perform collection activity.

**New Service Establishment Fee**

Cost associated with opening a new service account with Mesa Water District.

**Limits Used in the Billing and Accounts Receivable Process**

Minimum Regular Bill	The monthly Basic Charge for the meter size
Minimum Delinquent Bill	The bi-monthly Basic Charge for the 5/8” meter
Minimum Amount Shut-Off (or Receiving a Shut-Off Notice or Shut-Off for Non-Payment)	The minimum delinquent bill amount plus \$1.00
Minimum Amount Sent to the Collection Agency	The minimum delinquent bill amount plus \$1.00

**Backflow Devices**

A shut-off notice will be delivered if test results are not received by the due date.

If test results are not received by the due date of the shut-off notice, the service may be terminated at Mesa Water’s sole discretion. A restoration fee will be charged and the service will be turned on once the completed test notification is received. All fees for delinquent backflow device notification will be the same as the accounts receivable amounts.

**Pressure/Fire Flow Test**

A test may be requested by a customer to determine pressure that will be used in the design of fire sprinkler, domestic, or irrigation systems. The costs will be the average amount of time it takes for the two-person crew to perform the test and record the result.

**Construction Water Service**

Hydrant or construction meters are temporary meters issued for use as a source of water during construction.

Deposit	Based on the cost to replace the meter
Installation Fee	Based on 1 hour clerical time to process application and 0.75 of an hour for a Crew Leader to attach the meter
Moving Fee	Based on 0.75 of an hour for a Crew Leader to move the meter
Penalty	Based on 0.75 of an hour for a Crew Leader to collect or reconnect the meter



## **New Development**

A deposit will be collected on all new development to cover the actual cost for time and materials, including Mesa Water's fully burdened labor rate, for Plan Check, Installation and Inspection work performed. After the work has been completed, the actual cost of the project will be determined and any excess funds from the deposit will be refunded or the Applicant shall be required to pay the costs in excess of the deposit.

### **Plan Check**

The plan review and check requirements for residential and commercial development are significantly different, different plan check deposits will be charged for review of residential plans and commercial plans.

Plans will normally require up to three reviews: one to note changes required conforming to Mesa Water's specifications for construction and the second to confirm the plans were properly revised. Additional reviews may be required.

The minimum plan check deposit for residential development will be the average cost of three reviews of residential plans where one service line will be installed.

The minimum plan check deposit for commercial development will be the average cost of three reviews of commercial plans where one service line will be installed.

When plans include more than one service, an additional deposit will be charged based on the costs of reviewing the additional service.

A service is defined as a service connection, fire hydrant or backflow device.

When only a meter change is requested, a deposit will be charged that recovers Mesa Water's costs of reviewing plans and determining appropriate meter size.

### **Construction Work Performed by Mesa Water for Customers**

Mesa Water shall construct facilities at its cost for the fully burdened hourly rate for labor, material and equipment costs upon approval of the General Manager.

### **Construction Inspection**

Construction inspection deposit schedule shall be established for each of the following types of facilities and shall be based on the average cost for Mesa Water to inspect construction of water related facilities and witness/inspect performance tests of those facilities:

Service connections  
Firelines

Meters  
Manifolds  
Backflow devices  
Valves  
Chlorination, flushing and water quality testing (health sample)  
Weld connections  
Shutdowns  
After hours inspection  
Pressure test

**Meter Installations (Potable and Recycled)**

The deposit for the installation of meters and manifolds shall be based on the estimated cost for the meter plus a deposit for the actual installation costs.

**Construction Performance Bonds**

Ten percent of the estimated installation and construction costs as determined by Mesa Water's Engineering Department.

The minimum bond amount will be \$1,000.00.

## Miscellaneous Fees and Charges

### Unauthorized Service and Violations of the Rules and Regulations for Water Service

Unauthorized Restoration of Service (Meter Tampering)	1 <sup>st</sup> offense: 10 times the meter basic charge 2 <sup>nd</sup> offense: 100 times the meter basic charge 3 <sup>rd</sup> and subsequent offenses: \$5,000 In addition, the cost of two trips to the location by a Mesa Water Field Customer Service Representative, and the cost of repairing or replacing damaged Mesa Water facilities (based on meter size tampered with and not to exceed \$5,000 per occurrence).
Unauthorized Taking of Water From Fire Hydrants, Firelines or Other Mesa Water Facilities	\$5,000 per day plus triple the current commodity rate, per Mesa Water's water rate schedule, for water taken
Fine for Violating Mesa Water's Rules and Regulations for Water Service	\$5,000 per violation
Violation of Water Conservation Program Ordinance	Cost to install and remove water flow restrictor

### Quitclaim Deeds

Mesa Water's costs of processing quitclaim deeds, including the cost of preparing materials for approval by the Board of Directors and recording the deed with the County of Orange Recorder's Office.

### Plans and Specifications

Standard Specifications and Drawings for the Construction of Water Facilities and Bidders Documents	Mesa Water's actual vendor cost and employee's fully burdened hourly rate to prepare the document
---	---

**Records Requests**

Photocopies, Black and White, or color copies	Mesa Water's cost of equipment and supplies
Photocopies, Outsourced (e.g. Oversized)	Actual costs
Scanned Copies (PDF/JPEG/TIFF formats)	Mesa Water's cost of equipment
Records Currently in Electronic Format	No charge
California Fair Political Practices Commission Filings and Documents	Costs specified under Government Code §81008
Media	Actual cost to purchase media

DRAFT

**RESOLUTION NO. 1595**

**EXHIBIT 1**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING CERTAIN POLICIES CONCERNING DESIGNATED FEES  
AND CHARGES FOR MISCELLANEOUS SERVICES, SETTING  
CERTAIN SERVICE-RELATED FEES AND CHARGES  
EFFECTIVE MAY 22, 2024, MAKING CERTAIN FINDINGS AND  
SUPERSEDING RESOLUTION NO. 1526**

SCHEDULE OF FEES AND CHARGES FOR MISCELLANEOUS SERVICES

**DRAFT**

### Deposits for Potable and Recycled Water Accounts

Water Meter	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Accounts Opened by a Customer Whose Previous Account is Part of a Bankruptcy Case	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Meter Tests Requested by Customers	Cost of test, to be refunded if the test results indicate the meter was registering inaccurately as defined in the Rules and Regulations for Water Service

### Fees Related to Payments

Non-Payment of Bill/Invoice by the Due Date	5% of unpaid account balance, minimum of \$48.00 applies to open and closed accounts
Final Notice of Intent to Terminate Service	
First Dwelling Unit	\$28.00
Second or More Dwelling Units	\$28.00 per dwelling unit
Non-Payment of Final Notice	\$31.00
Field Activity on Shut-Off Day	\$76.00
Service Restoration (business hours)	\$101.00
Service Restoration (after hours)	\$189.00
Amounts Past Due Sent to Collection Agency	54% of the total unpaid account balance
Returned Items	\$25.00
Payment Extensions	
First	No charge
Second or More	No charge

**New Service Establishment Fee**

New Service Establishment Fee	\$35.00 per account
New Service Establishment Fee – Same Day	\$85.00 per account

**Limits Used in the Billing and Accounts Receivable Process**

Minimum Regular Bill

<b>Meter Size</b>	<b>Minimum</b>
5/8"	\$24.58
3/4"	\$28.75
1"	\$37.10
1-1/2"	\$57.97
2"	\$83.01
3"	\$162.30
4"	\$279.15
6"	\$600.50
8"	\$1,017.82
10"	\$1,602.09

Minimum Delinquent Bill \$24.58

Minimum Amount Shut-Off  
(or receiving a Shut-Off Notice or Shut-Off for Non-Payment) \$25.58

Minimum Amount Sent to the Collection Agency \$25.58

**Backflow Devices**

Final Notice of Intent to Terminate Service \$168.00

Field Activity Shut-Off Day \$159.00

Service Restoration (business hours) \$112.00

Service Restoration (after hours) \$189.00

**Pressure/Fire Flow Test**

Pressure/Fire Flow Test \$391.00

**Construction Water Service**  
(Hydrant Meters)

Deposit	\$1,295.00
Installation Fee	\$107.00
Moving Fee	\$163.00
Penalty (i.e. if meter is not in its assigned location)	\$43.00
Daily Rental Rate	\$1.00/day

DRAFT



## New Development

A deposit will be collected on all new development to cover the actual cost for time and materials, including Mesa Water’s fully burdened labor rate, for Plan Check, Installation and Inspection work performed. After the work has been completed, the actual cost of the project will be determined and any excess funds from the deposit will be refunded or the Applicant shall be required to pay the costs in excess of the deposit.

The following costs will be used in determining the deposit:

### Plan Check

Development Type	Plan Check Fee
<b>Commercial/Industrial</b>	
<50,000 Square Feet <sup>1</sup>	\$3,324
>50,000 Square Feet <sup>1</sup>	\$11,080
<b>Residential</b>	
Meter Upgrade	\$1,108
Single Family	\$2,216
Multi-Family (5-8 units) <sup>2</sup>	\$5,540
Multi-Family (9-30 units) <sup>2</sup>	\$6,648
Multi-Family (30-50 units) <sup>2</sup>	\$16,620
Multi-Family (>50 units) <sup>2</sup>	\$16,620 + \$332/additional unit
Multi-Family (Apartments) <sup>3</sup>	\$22,160
<b>Other Agencies</b>	
Cities of Costa Mesa/Newport Beach	\$0
Orange County Flood Control	\$0
Orange County Fire Authority	\$0
John Wayne Airport	\$0

Notes:

1. Proposed building square feet
2. Single-family, condominium, or townhome residences
3. Additional costs for hydraulic model assessments to assess surrounding infrastructure impacts will apply.

### Construction Work Performed by Mesa Water for Customers

The Applicant is encouraged to perform construction with the assistance of a Contractor; however, the Applicant may request Mesa Water to perform the work. Mesa Water may construct facilities upon approval of the General Manager.

It will be the responsibility of the Contractor to furnish all materials, which shall meet the specifications contained in the then current edition of Mesa Water's Standard Specifications and Standard Drawings for the Construction of Mesa Water's Facilities. It also will be the responsibility of the Contractor to provide all labor and equipment necessary to construct or install the water facilities in conformance with the approved plans and the specifications contained in the latest edition of the Standard Specifications

and Standard Drawings for the Construction of Mesa Water's Facilities.

### **Construction Inspection**

Actual costs incurred for inspection work will be charged to the applicant.

Projects estimated to be less than \$10,000 will have a minimum deposit of 40 percent of estimated installation and construction costs or \$950 whichever is greater.

Projects estimated to be greater than \$10,000 will have a minimum deposit of 25 percent of estimated installation and construction costs or \$4,000 whichever is greater.

### **Meter Installations (Potable and Recycled)**

Actual costs incurred for installation work will be charged to the applicant.

For all projects, estimated costs for meters will be charged in addition to the following deposit:

- Projects estimated to be less than \$10,000 will have a minimum deposit of 25 percent of estimated installation and construction costs or \$500 whichever is greater.
- Projects estimated to be greater than \$10,000 will have a minimum deposit of 20 percent of estimated installation and construction costs or \$3,000 whichever is greater.

### **Construction Performance Bonds**

Ten percent of the estimated installation and construction costs as determined by Mesa Water's Engineering Department.

The minimum bond amount will be \$1,000.00.

## Miscellaneous Fees and Charges

### Unauthorized Service and Violations of the Rules and Regulations for Water Service

Unauthorized Restoration of Service  
(Meter Tampering)

<i>Meter Size</i>	<i>1<sup>st</sup> offense</i>	<i>2<sup>nd</sup> offense</i>	<i>3<sup>rd</sup> &amp; subsequent</i>
<b>5/8"</b>	\$ 190	\$1,900	\$5,000
<b>3/4"</b>	\$ 285	\$2,850	\$5,000
<b>1"</b>	\$ 475	\$4,750	\$5,000
<b>1-1/2"</b>	\$ 950	\$5,000	\$5,000
<b>2"</b>	\$1,520	\$5,000	\$5,000
<b>3"</b>	\$3,325	\$5,000	\$5,000
<b>4"</b>	\$5,000	\$5,000	\$5,000
<b>6"</b>	\$5,000	\$5,000	\$5,000
<b>8"</b>	\$5,000	\$5,000	\$5,000
<b>10"</b>	\$5,000	\$5,000	\$5,000

In addition, the cost of two trips to the location by a Mesa Water Field Customer Service Representative, and the cost of repairing or replacing damaged Mesa Water facilities (based on meter size tampered with and not to exceed \$5,000 per occurrence).

Unauthorized Taking of Water From Fire Hydrants, Firelines or Other Mesa Water Facilities

\$5,000.00 per day plus triple the current commodity rate, per Mesa Water's water rate schedule, for water taken

Fine for Violating Mesa Water's Rules and Regulations for Water Service

\$5,000.00 per violation

Violation of Water Conservation Program Ordinance

\$100.00 per violation  
\$200.00 per violation after third violation

### Quitclaim Deeds

Mesa Water's costs of preparation and recording with the proper legal authority.

### Plans and Specifications

Standard Specifications and Drawings for the Construction of Water Facilities and Bidders Documents    Actual cost

**Records Requests**

**Paper Copies**

Photocopies, Black and White	\$0.08 per page
Photocopies, Color	\$0.14 per page
Photocopies, Outsourced (e.g. Oversized)	Actual cost

**Electronic Copies**

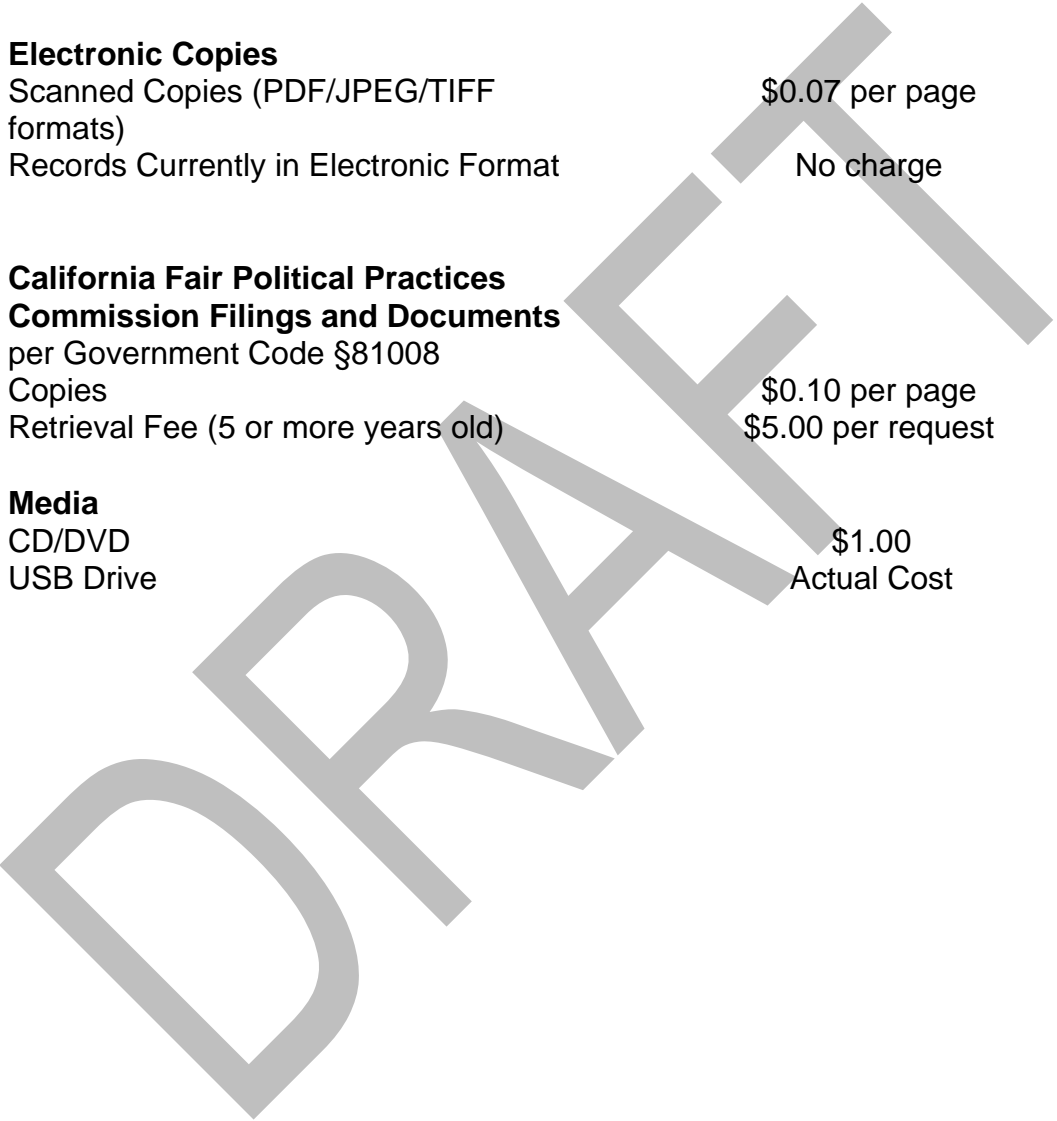
Scanned Copies (PDF/JPEG/TIFF formats)	\$0.07 per page
Records Currently in Electronic Format	No charge

**California Fair Political Practices Commission Filings and Documents**

per Government Code §81008	
Copies	\$0.10 per page
Retrieval Fee (5 or more years old)	\$5.00 per request

**Media**

CD/DVD	\$1.00
USB Drive	Actual Cost



**RESOLUTION NO. ~~15261595~~**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING ~~CERTAIN~~ POLICYIES CONCERNING ~~FOR~~  
~~ESTABLISHING DESIGNATED~~ FEES AND CHARGES FOR  
MISCELLANEOUS SERVICES, ~~AND ESTABLISHING~~ ~~SETTING~~  
~~CERTAIN~~ SERVICE-RELATED FEES AND CHARGES  
EFFECTIVE ~~NOVEMBER 25, 2019~~ **MAY 22, 2024**, MAKING CERTAIN  
FINDINGS AND  
SUPERSEDING RESOLUTION NO. ~~14231526~~**

WHEREAS, the Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, the Board of Directors (Board) of ~~Mesa Waterthe District~~ is authorized to fix and collect ~~various~~ fees and charges designed to recover the costs of miscellaneous services, which ~~fees and charges~~ are not property-related fees or charges and are not subject to the provisions or requirements of Proposition 218 (Article XIII C and D of the California Constitution); and

WHEREAS, ~~said this~~ Board has duly considered the costs of providing review of development plans for conformance to Mesa Water's plans and specifications, inspecting water facilities constructed by developers and performing other miscellaneous services, ~~as described herein~~, determined to be necessary by this Board,;

—NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

**Section 1.** Effective on and after ~~November 25, 2019~~ **May 22, 2024**, the definitions for miscellaneous services of the Mesa Water District shall be established in accordance with the policies set forth in Appendix A, ~~attached hereto and incorporated herein by this reference.~~

**Section 2.** Effective on and after ~~November 25, 2019~~ **May 22, 2024**, the fees and charges for miscellaneous services shall be as set forth in Exhibit 1, Schedule of Rates, Fees and Charges, ~~attached hereto and incorporated herein by this reference.~~

**Section 3.** The fees and charges for miscellaneous services shall be reviewed every two years by the Board and revised as necessary to reflect implementation of the policies adopted by this Resolution.

**Section 4.** The ~~amended rates,~~ fees and charges ~~set forth herein~~ shall be collected in accordance with the provisions of this Resolution and the Mesa Water Rules and Regulations for Water Service.

**Section 5.** The ~~Board hereby determines that the policies, amended rates,~~ fees and charges ~~set forth herein~~ are not subject to the provisions and requirements of Proposition 218, as set out in Article XIII C and D of the California Constitution.

**Section 6.** This Resolution shall, upon adoption, supersede Resolution No. ~~1423-1526~~ and all other related actions of the Board governing ~~miscellaneous fees and charges.~~

**Section 7.** This Resolution shall take effect upon adoption.

ADOPTED, SIGNED, and APPROVED this ~~25th-22nd~~ day of ~~November 2019~~ **May 2024** by the following roll call vote.

AYES: DIRECTORS: ~~Atkinson, Bockmiller, Fislser, DePasquale, Dewane~~  
NOES: DIRECTORS: \_\_\_\_\_  
ABSTAIN: DIRECTORS: \_\_\_\_\_  
ABSENT: DIRECTORS: \_\_\_\_\_

---

Shawn Dewane  
President, Board of Directors

---

Denise Garcia, District Secretary

**RESOLUTION NO. ~~1526~~1595**

**APPENDIX A**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING CERTAIN POLICIES CONCERNING DESIGNATED FEES  
AND CHARGES FOR MISCELLANEOUS SERVICES, SETTING  
CERTAIN SERVICE-RELATED FEES AND CHARGES  
EFFECTIVE MAY 22, 2024, MAKING CERTAIN FINDINGS AND  
SUPERSEDING RESOLUTION NO. 1526**

~~**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING A POLICY FOR ESTABLISHING FEES AND CHARGES FOR  
MISCELLANEOUS SERVICES AND ESTABLISHING SERVICE  
RELATED FEES AND CHARGES EFFECTIVE NOVEMBER 25,  
2019MAY 22, 2024  
SUPERSEDING RESOLUTION NO. 14231526**~~

**DEFINITIONS**

The amounts of all current fees and charges listed in this Appendix are set forth in Exhibit 1 of this Resolution.

**Deposits for Potable and Recycled Water Accounts**

Water Meter	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Accounts Opened by a Customer Whose Previous Account is Part of a Bankruptcy Case	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Meter Tests Requested by Customers	Cost of test, to be refunded if the test results indicate the meter was registering inaccurately as defined in the Rules and Regulations for Water Service

**Fees Related to Payments**

Cost to perform collection activity.

**New Service Establishment Fee**

Cost associated with opening a new service account with Mesa Water District.

**Limits Used in the Billing and Accounts Receivable Process**

Minimum Regular Bill	The monthly Basic Charge for the meter size
Minimum Delinquent Bill	The bi-monthly Basic Charge for the 5/8" meter
Minimum Amount Shut-Off (or Receiving a Shut-Off Notice or Shut-Off for Non-Payment)	The minimum delinquent bill amount plus \$1.00
Minimum Amount Sent to the Collection Agency	The minimum delinquent bill amount plus \$1.00



**Backflow Devices**

A shut-off notice will be delivered if test results are not received by the due date.

If test results are not received by the due date of the shut-off notice, the service may be terminated at Mesa Water’s sole discretion. A restoration fee will be charged and the service will be turned on once the completed test notification is received. All fees for delinquent backflow device notification will be the same as the accounts receivable amounts.

**Pressure/Fire Flow Test**

A test may be requested by a customer to determine pressure that will be used in the design of fire sprinkler, domestic, or irrigation systems. The costs will be the average amount of time it takes for the two-person crew to perform the test and record the result.

**Construction Water Service**

Hydrant or construction meters are temporary meters issued for use as a source of water during construction.

Deposit	Based on the cost to replace the meter
Installation Fee	Based on 1 hour clerical time to process application and 0.75 of an hour for a Crew Leader to attach the meter
Moving Fee	Based on 0.75 of an hour for a Crew Leader to move the meter
Penalty	Based on 0.75 of an hour for a Crew Leader to collect or reconnect the meter

## **New Development**

A deposit will be collected on all new development to cover the actual cost for time and materials, including Mesa Water's fully burdened labor rate, for Plan Check, Installation and Inspection work performed. After the work has been completed, the actual cost of the project will be determined and any excess funds from the deposit will be refunded or the Applicant shall be required to pay the costs in excess of the deposit.

### **Plan Check**

The plan review and check requirements for residential and commercial development are significantly different, different plan check deposits will be charged for review of residential plans and commercial plans.

Plans will normally require up to three reviews: one to note changes required conforming to Mesa Water's specifications for construction and the second to confirm the plans were properly revised. Additional reviews may be required.

The minimum plan check deposit for residential development will be the average cost of three reviews of residential plans where one service line will be installed.

The minimum plan check deposit for commercial development will be the average cost of three reviews of commercial plans where one service line will be installed.

When plans include more than one service, an additional deposit will be charged based on the costs of reviewing the additional service.

A service is defined as a service connection, fire hydrant or backflow device.

When only a meter change is requested, a deposit will be charged that recovers Mesa Water's costs of reviewing plans and determining appropriate meter size.

### **Construction Work Performed by Mesa Water for Customers**

Mesa Water shall construct facilities at its cost for the fully burdened hourly rate for labor, material and equipment costs upon approval of the General Manager.

### **Construction Inspection**

Construction inspection deposit schedule shall be established for each of the following types of facilities and shall be based on the average cost for Mesa Water to inspect construction of water related facilities and witness/inspect performance tests of those facilities:

Service connections  
Firelines

Meters  
Manifolds  
Backflow devices  
Valves  
Chlorination, flushing and water quality testing (health sample)  
Weld connections  
Shutdowns  
After hours inspection  
Pressure test

**Meter Installations (Potable and Recycled)**

The deposit for the installation of meters and manifolds shall be based on the estimated cost for the meter plus a deposit for the actual installation costs.

**Construction Performance Bonds**

Ten percent of the estimated installation and construction costs as determined by Mesa Water's Engineering Department ~~staff~~.

The minimum bond amount will be \$1,000.00.

## Miscellaneous Fees and Charges

### Unauthorized Service and Violations of the Rules and Regulations for Water Service

Unauthorized Restoration of Service (Meter Tampering)	1 <sup>st</sup> offense: 10 times the meter basic charge 2 <sup>nd</sup> offense: 100 times the meter basic charge 3 <sup>rd</sup> and subsequent offenses: \$5,000 In addition, the cost of two trips to the location by a Mesa Water Field Customer Service Representative, and the cost of repairing or replacing damaged Mesa Water facilities (based on meter size tampered with and not to exceed \$5,000 per occurrence).
Unauthorized Taking of Water From Fire Hydrants, Firelines or Other Mesa Water Facilities	\$5,000 per day plus triple the current commodity rate, per Mesa Water's water rate schedule, for water taken
Fine for Violating Mesa Water's Rules and Regulations for Water Service	\$5,000 per violation
Violation of Water Conservation Program Ordinance	Cost to install and remove water flow restrictor

### Quitclaim Deeds

Mesa Water's costs of processing quitclaim deeds, including the cost of preparing materials for approval by the Board of Directors and recording the deed with the County of Orange Recorder's Office.

### Plans and Specifications

Standard Specifications and Drawings for the Construction of Water Facilities and Bidders Documents	Mesa Water's actual vendor cost and <b>staff's employee's</b> fully burdened hourly rate to prepare the document
---	--

**Records Requests**

Photocopies, Black and White, or color copies	Mesa Water's cost of equipment and supplies
Photocopies, Outsourced (e.g. Oversized)	Actual costs
Scanned Copies (PDF/JPEG/TIFF formats)	Mesa Water's cost of equipment
Records Currently in Electronic Format	No charge
California Fair Political Practices Commission Filings and Documents	Costs specified under Government Code §81008
Media	Actual cost to purchase media

DRAFT

**RESOLUTION NO. 15261595**

**EXHIBIT 1**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING CERTAIN POLICIES CONCERNING DESIGNATED FEES  
AND CHARGES FOR MISCELLANEOUS SERVICES, SETTING  
CERTAIN SERVICE-RELATED FEES AND CHARGES  
EFFECTIVE MAY 22, 2024, MAKING CERTAIN FINDINGS AND  
SUPERSEDING RESOLUTION NO. 1526**

~~**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING A POLICY FOR ESTABLISHING FEES AND CHARGES FOR  
MISCELLANEOUS SERVICES AND ESTABLISHING SERVICE  
RELATED FEES AND CHARGES EFFECTIVE NOVEMBER 25,  
2019MAY 22, 2024  
SUPERSEDING RESOLUTION NO. 14231526**~~

SCHEDULE OF FEES AND CHARGES FOR MISCELLANEOUS SERVICES

## Deposits for Potable and Recycled Water Accounts

Water Meter	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Accounts Opened by a Customer Whose Previous Account is Part of a Bankruptcy Case	1 ½ times the average water bill for the account (rounded to the nearest whole dollar)
Meter Tests Requested by Customers	Cost of test, to be refunded if the test results indicate the meter was registering inaccurately as defined in the Rules and Regulations for Water Service

## Fees Related to Payments

Non-Payment of Bill/Invoice by the Due Date	5% of unpaid account balance, minimum of <del>\$4832.00</del> applies to open and closed accounts
Final Notice of Intent to Terminate Service	
First Dwelling Unit	<del>\$2819.00</del>
Second or More Dwelling Units	<del>\$2819.00</del> per dwelling unit
Non-Payment of Final Notice	<del>\$321.00</del>
Field Activity on Shut-Off Day	<del>\$7688.00</del>
Service Restoration (business hours)	<del>\$10184.00</del>
Service Restoration (after hours)	<del>\$1829.00</del>
Amounts Past Due Sent to Collection Agency	54% of the total unpaid account balance
Returned Items	\$25.00
Payment Extensions	
First	No charge
Second or More	<del>\$19.00 per extension</del> No charge

**New Service Establishment Fee**

New Service Establishment Fee \$3520.00 per account  
New Service Establishment Fee – Same Day \$85.00 per account

**Limits Used in the Billing and Accounts Receivable Process**

Minimum Regular Bill

<b>Meter Size</b>	<b>Minimum</b>
5/8"	\$24.5813.62
3/4"	\$20.5728.75
1"	\$34.1837.10
1-1/2"	\$68.6457.97
2"	\$109.7783.01
3"	\$240.08162.30
4"	\$432.36279.15
6"	\$961.43600.50
8"	\$1,644.841,017.8
	2
10"	\$2,606.261,602.0
	9

Minimum Delinquent Bill \$13.6224.58

Minimum Amount Shut-Off (or receiving a Shut-Off Notice or Shut-Off for Non-Payment) \$14.6225.58

Minimum Amount Sent to the Collection Agency \$14.6225.58

**Backflow Devices**

Final Notice of Intent to Terminate Service \$1689.00

Field Activity Shut-Off Day \$15988.00

Service Restoration (business hours) \$11284.00

Service Restoration (after hours) \$1829.00

**Pressure/Fire Flow Test**

Pressure/Fire Flow Test \$391195.00



**Construction Water Service**  
(Hydrant Meters)

Deposit	\$1,295.00
Installation Fee	<del>\$10775.00</del>
Moving Fee	<del>\$16375.00</del>
Penalty (i.e. if meter is not in its assigned location)	<del>\$4375.00</del>
Daily Rental Rate	\$1.00/day

DRAFT

## New Development

A deposit will be collected on all new development to cover the actual cost for time and materials, including Mesa Water’s fully burdened labor rate, for Plan Check, Installation and Inspection work performed. After the work has been completed, the actual cost of the project will be determined and any excess funds from the deposit will be refunded or the Applicant shall be required to pay the costs in excess of the deposit.

The following costs will be used in determining the deposit:

### Plan Check

Development Type	Plan Check Fee
<b>Commercial/Industrial</b>	
<50,000 Square Feet <sup>1</sup>	\$3,324
>50,000 Square Feet <sup>1</sup>	\$11,080
<b>Residential</b>	
Meter Upgrade	\$1,108
Single Family	\$2,216
Multi-Family (5-8 units) <sup>2</sup>	\$5,540
Multi-Family (9-30 units) <sup>2</sup>	\$6,648
Multi-Family (30-50 units) <sup>2</sup>	\$16,620
Multi-Family (>50 units) <sup>2</sup>	\$16,620 + \$332/additional unit
Multi-Family (Apartments) <sup>3</sup>	\$22,160
<b>Other Agencies</b>	
Cities of Costa Mesa/Newport Beach	\$0
Orange County Flood Control	\$0
Orange County Fire Authority	\$0
John Wayne Airport	\$0

Notes:

1. Proposed building square feet
2. Single-family, condominium, or townhome residences
3. Additional costs for hydraulic model assessments to assess surrounding infrastructure impacts will apply.

### Construction Work Performed by Mesa Water for Customers

The Applicant is encouraged to perform construction with the assistance of a Contractor; however, the Applicant may request Mesa Water to perform the work. Mesa Water may construct facilities upon approval of the General Manager.

It will be the responsibility of the Contractor to furnish all materials, which shall meet the specifications contained in the then current edition of Mesa Water's Standard Specifications and Standard Drawings for the Construction of Mesa Water's Facilities. It also will be the responsibility of the Contractor to provide all labor and equipment necessary to construct or install the water facilities in conformance with the approved plans and the specifications contained in the latest edition of the Standard Specifications

and Standard Drawings for the Construction of Mesa Water's Facilities.

### **Construction Inspection**

Actual costs incurred for inspection work will be charged to the applicant.

Projects estimated to be less than \$10,000 will have a minimum deposit of 40 percent of estimated installation and construction costs or \$950 whichever is greater.

Projects estimated to be greater than \$10,000 will have a minimum deposit of 25 percent of estimated installation and construction costs or \$4,000 whichever is greater.

### **Meter Installations (Potable and Recycled)**

Actual costs incurred for installation work will be charged to the applicant.

For all projects, estimated costs for meters will be charged in addition to the following deposit:

- Projects estimated to be less than \$10,000 will have a minimum deposit of 25 percent of estimated installation and construction costs or \$500 whichever is greater.
- Projects estimated to be greater than \$10,000 will have a minimum deposit of 20 percent of estimated installation and construction costs or \$3,000 whichever is greater.

### **Construction Performance Bonds**

Ten percent of the estimated installation and construction costs as determined by Mesa Water's Engineering Department ~~staff~~.

The minimum bond amount will be \$1,000.00.

## Miscellaneous Fees and Charges

### Unauthorized Service and Violations of the Rules and Regulations for Water Service

Unauthorized Restoration of Service  
(Meter Tampering)

<i>Meter Size</i>	<i>1<sup>st</sup> offense</i>	<i>2<sup>nd</sup> offense</i>	<i>3<sup>rd</sup> &amp; subsequent</i>
<b>5/8"</b>	\$ 190	\$1,900	\$5,000
<b>3/4"</b>	\$ 285	\$2,850	\$5,000
<b>1"</b>	\$ 475	\$4,750	\$5,000
<b>1-1/2"</b>	\$ 950	\$5,000	\$5,000
<b>2"</b>	\$1,520	\$5,000	\$5,000
<b>3"</b>	\$3,325	\$5,000	\$5,000
<b>4"</b>	\$5,000	\$5,000	\$5,000
<b>6"</b>	\$5,000	\$5,000	\$5,000
<b>8"</b>	\$5,000	\$5,000	\$5,000
<b>10"</b>	\$5,000	\$5,000	\$5,000

In addition, the cost of two trips to the location by a Mesa Water Field Customer Service Representative, and the cost of repairing or replacing damaged Mesa Water facilities (based on meter size tampered with and not to exceed \$5,000 per occurrence).

Unauthorized Taking of Water From Fire Hydrants, Firelines or Other Mesa Water Facilities

\$5,000.00 per day plus triple the current commodity rate, per Mesa Water's water rate schedule, for water taken

Fine for Violating Mesa Water's Rules and Regulations for Water Service

\$5,000.00 per violation

Violation of Water Conservation Program Ordinance

\$100.00 per violation  
\$200.00 per violation after third violation

### Quitclaim Deeds

Mesa Water's costs of preparation and recording with the proper legal authority.

### Plans and Specifications

Standard Specifications and Drawings for the Construction of Water Facilities and Bidders Documents    Actual cost

## Records Requests

### **Paper Copies**

Photocopies, Black and White	\$0.08 per page
Photocopies, Color	\$0.14 per page
Photocopies, Outsourced (e.g. Oversized)	Actual cost

### **Electronic Copies**

Scanned Copies (PDF/JPEG/TIFF formats)	\$0.07 per page
Records Currently in Electronic Format	No charge

### **California Fair Political Practices Commission Filings and Documents**

per Government Code §81008	
Copies	\$0.10 per page
Retrieval Fee (5 or more years old)	\$5.00 per request

### **Media**

CD/DVD	\$1.00
USB Drive	Actual Cost



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Denise Garcia, Chief Administrative Officer  
DATE: May 22, 2024  
SUBJECT: Employee Rules and Regulations

---

### RECOMMENDATION

Adopt Resolution No. 1594 Adopting Revised Employee Rules and Regulations Superseding Resolution No. 1473.

### STRATEGIC PLAN

Goal #5: Attract, develop and retain skilled employees.

### PRIOR BOARD ACTION/DISCUSSION

The current Employee Rules and Regulations was approved by the Board of Directors (Board) on May 19, 2016.

At its January 11, 2023 meeting, the Board approved the terms and conditions of employment for District employees for the term of January 1, 2023 through December 31, 2027, which are included in the updated resolution, as applicable.

### DISCUSSION

From time to time, the Employee Rules and Regulations are updated to incorporate changes to terms and conditions of employment, as a result of negotiations with Mesa Water District Employees Association (MWDEA), updates to operational processes, and to keep in compliance with new laws.

The proposed revisions incorporate the current (2023 – 2027) and prior (2018 – 2022) Memorandums of Understanding between Mesa Water District and MWDEA, as well as various legal updates, and also include two new programs as summarized below:

1. Mandatory Rest Period

In order to ensure employees are receiving the rest they need to operate safely and effectively while on duty, staff is proposing instituting a mandatory rest period policy that grants employees an eight (8) hour rest period after working fifteen (15) hours in a 24-hour period.

2. Out-of-Class Pay

Current policy grants out-of-class pay when employees are in a temporary out-of-class appointment that is expected to last longer than four (4) weeks. Staff is proposing lowering this waiting period to two (2) weeks, as most out-of-class appointments last several months.



Staff has met with both MWDEA and management to discuss and agree to the various changes to Mesa Water's Employee Rules and Regulations.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Employee Rules and Regulations  
Attachment B: Employee Rules and Regulations, Redline

## RESOLUTION NO. 1594

### RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS ADOPTING REVISED EMPLOYEE RULES AND REGULATIONS SUPERSEDING RESOLUTION NO. 1473

WHEREAS, Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, it is the desire of the Board of Directors (Board) to state in a clear and understandable manner the Employee Rules and Regulations of Mesa Water in order that its employees become and remain familiar with the policies relative to employment and promotional practices, compensation, benefits, performance evaluations, disciplinary action, grievance procedures, and other rights of Mesa Water employees in compliance with the laws of the State of California and federal government, and other items relevant to sound human resources practices.

WHEREAS, the Board desires to affirm that, in accordance with the Resolution pertaining to Delegation of Authority to the General Manager, the General Manager may clarify, interpret, and/or revise these Employee Rules and Regulations.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

- Section 1.** The foregoing recitals are true and correct and are incorporated herein by this reference. The Employee Rules and Regulations are attached hereto as Attachment A and are incorporated herein by this reference.
- Section 2.** This Resolution shall be effective upon adoption and shall be in accordance with Attachment A, Employee Rules and Regulations.
- Section 3.** The Employee Rules and Regulations for employees of Mesa Water District shall be effective beginning on the business day immediately following adoption of this Resolution.
- Section 4.** This Resolution shall supersede Resolution No. 1473 and all other pertinent resolutions and actions of the Board, as well as all other Mesa Water Employee Rules and Regulations, with regard to Employee Rules and Regulations.



ADOPTED, SIGNED AND APPROVED this 22nd day of May 2024 by the following roll call vote.

AYES: DIRECTORS:  
NOES: DIRECTORS:  
ABSTAIN: DIRECTORS:  
ABSENT: DIRECTORS:

---

Shawn Dewane  
President, Board of Directors

---

Denise Garcia, District Secretary

DRAFT

**RESOLUTION NO. 1594**

**ATTACHMENT A**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING REVISED EMPLOYEE RULES AND REGULATIONS  
SUPERSEDING RESOLUTION NO. 1473**

Employee Rules and Regulations  
May 22, 2024

DRAFT



---

# **EMPLOYEE RULES & REGULATIONS**

---

Adopted: May 22, 2024

# TABLE OF CONTENTS

## I. GENERAL PROVISIONS

A. ADOPTION OF EMPLOYEE RULES AND REGULATIONS .....	4
B. COVERAGE OF RULES AND REGULATIONS.....	4
C. EQUAL OPPORTUNITY EMPLOYMENT POLICY.....	4
D. DISCRIMINATION, HARASSMENT, AND RETALIATION POLICY .....	5
E. REASONABLE ACCOMMODATION POLICY .....	5
F. ETHICS AND APPROPRIATE BUSINESS PRACTICES .....	5
G. WHISTLEBLOWER POLICY.....	5
H. EMPLOYEE ACCEPTANCE OF POLICIES AND REVISIONS TO RULES AND REGULATIONS .....	5

## II. DEFINITIONS ..... 6

## III. GENERAL EMPLOYMENT POLICIES

A. CATEGORIES OF EMPLOYMENT.....	11
B. HIRING AND PROMOTION .....	12
C. PROBATIONARY PERIODS.....	15
D. TRANSFERS.....	16
E. REINSTATEMENT .....	16
F. OUTSIDE EMPLOYMENT .....	16
G. TRAINING AND DEVELOPMENT.....	17
H. PERSONNEL RECORDS .....	17
I. TERMINATION OF EMPLOYMENT.....	17

## IV. HOURS OF WORK

A. WORK SCHEDULES AND WORK PERIODS .....	19
B. MEAL PERIODS.....	20
C. REST PERIODS.....	20
D. MANDATORY REST PERIODS.....	21

## V. POSITION CLASSIFICATION ..... 22

## VI. PAY

A. COMPENSATION POLICY .....	23
B. SALARY RANGES .....	23
C. MERIT INCREASES.....	23
D. PAYMENT OF COMPENSATION.....	25
E. OVERTIME .....	25
F. STANDBY DUTY.....	27
G. ESTABLISHMENT OF RATES OF PAY .....	28

## VII. ATTENDANCE, LEAVES, AND BENEFITS

A. VACATIONS.....	32
B. HOLIDAYS.....	34
C. LEAVES.....	36
D. INSURANCE.....	44
E. RETIREMENT PLAN .....	44
F. TUITION ASSISTANCE .....	44
G. CAREER DEVELOPMENT .....	45
H. CERTIFICATION AND LICENSE REIMBURSEMENT .....	45

# TABLE OF CONTENTS

I.	UNIFORMS.....	47
J.	SERVICE AWARDS .....	47
<b>VIII.</b>	<b>LAYOFF AND RECALL</b>	
A.	LAYOFF.....	48
B.	DISPLACEMENT/BUMPING RIGHTS .....	48
C.	REEMPLOYMENT LIST .....	48
D.	RECALL.....	49
<b>IX.</b>	<b>SAFETY .....</b>	<b>50</b>
<b>X.</b>	<b>PERFORMANCE EVALUATIONS</b>	
A.	EVALUATION PROCESS .....	51
B.	PROBLEM SOLVING PROCESS .....	51
<b>XI.</b>	<b>GRIEVANCE PROCEDURE</b>	
A.	PURPOSE .....	53
B.	GRIEVANCE PROCEDURE STEPS.....	53
C.	GENERAL PROVISIONS.....	54
<b>XII.</b>	<b>DISCIPLINARY ACTION</b>	
A.	CAUSE FOR DISCIPLINARY ACTION.....	55
B.	KINDS OF COUNSELING, REPRIMANDS, AND DISCIPLINARY ACTION .....	56
C.	NOTIFICATION OF PROPOSED DISCIPLINARY ACTION .....	56
D.	ADMINISTRATIVE REVIEW .....	57
E.	HEARING OFFICER PROCEEDING .....	57
F.	RECORD OF DISCIPLINARY ACTION .....	59
<b>XIII.</b>	<b>EMPLOYEE RIGHTS</b>	
A.	EMPLOYEE RIGHTS .....	60
B.	PAYROLL DEDUCTIONS .....	60
C.	EMPLOYEE INFORMATION LISTING .....	60
D.	BULLETIN BOARDS .....	60
<b>XIV.</b>	<b>EMPLOYEE REPRESENTATION</b>	
A.	GRIEVANCE REPRESENTATION .....	61
B.	AUTHORIZED PROBLEM-SOLVING REPRESENTATIVES .....	61
C.	NUMBER OF REPRESENTATIVES .....	61
D.	OCEA ATTENDANCE .....	61
E.	TIME OFF .....	61
F.	REQUIREMENTS OF TIME OFF.....	61
G.	GOOD FAITH EFFORT .....	62

## **I. GENERAL PROVISIONS**

### **A. Adoption of Employee Rules and Regulations**

These Employee Rules and Regulations (Rules and Regulations) establish the personnel system for the Mesa Water District, hereinafter referred to as “District” or “Mesa Water®”. The Board of Directors has authority to adopt these Rules and Regulations and all additions, deletions, amendments or other changes to these Rules and Regulations. These Rules and Regulations supersede and replace all previous Rules and Regulations. Mesa Water also follows provisions of the Memoranda of Understanding (MOU), which cover wages, hours and working conditions. If a provision of these Rules and Regulations conflicts with any provision of the MOU, the provision of the MOU will be deemed controlling unless the rules have been negotiated more recently. In addition, there will be work rules, policies and practices that will apply within work units.

These Rules and Regulations do not create any contract of employment, express or implied, or any rights in the nature of a contract.

The District retains full and exclusive authority and discretion to modify these Rules and Regulations at any time in accordance with law.

### **B. Coverage of Rules and Regulations**

These Rules and Regulations apply to all Mesa Water employees unless specifically noted as excluded.

### **C. Equal Opportunity Employment Policy**

Mesa Water subscribes to the public policies of the United States and the State of California as expressed in all applicable statutes that protect the right and opportunity of all persons to seek, obtain and hold employment without discrimination because of race, religious creed, color, age (40 and over), sex/gender, gender identity or expression, sexual orientation, physical or mental disability, medical condition, national origin, ancestry, genetic information or characteristics, marital status, disability, military or veteran status, request for protected leaves, filing a charge of discrimination or participating in a discrimination investigation, or any other basis protected by law.

Mesa Water will afford equal employment opportunity to all qualified applicants and employees as to terms and conditions of employment, including recruitment, selection, offers of employment, training, promotion, compensation, transfer, discipline, and termination. Any employee, volunteer, or applicant who believes they have experienced any form of employment discrimination or abusive conduct are encouraged to report the conduct immediately by using the complaint procedure outlined in Mesa Water District's Discrimination, Harassment, and Retaliation Policy and Complaint Procedure.

#### D. Discrimination, Harassment, and Retaliation Policy

Mesa Water District maintains a strict policy prohibiting all forms of discrimination and/or discriminatory harassment in the workplace. This policy applies to all regular, probationary, part-time, limited term and temporary employees, management, supervisors, Board members and contractors working with Mesa Water. Disciplinary action will be taken against any employee, supervisor, department manager or otherwise, who engages in discrimination and/or discriminatory harassment in the workplace. (See Mesa Water District's detailed Discrimination, Harassment, and Retaliation Policy and Complaint Procedure.)

#### E. Reasonable Accommodation Policy

Mesa Water will comply with the employment-related reasonable accommodation requirements of the California Fair Employment and Housing Act and the Americans with Disabilities Act.

#### F. Ethics and Appropriate Business Practices

Mesa Water expects all employees to conduct themselves according to high standards of ethical behavior and use only appropriate and permissible business practices. These Rules and Regulations are intended to outline these guidelines, and all employees will be expected to hold themselves and their actions to these standards.

#### G. Whistleblower Policy

Mesa Water prohibits District employees from taking any retaliatory adverse employment actions due to an employee filing a whistleblower complaint and protects employees pursuant to requirements set forth in the Labor Code. The District will investigate any alleged adverse action in connection with a whistleblower complaint.

#### H. Employee Acceptance of Policies and Revisions to Rules and Regulations

As a condition of employment, the District requires that each employee read, and if necessary, request clarification regarding these Rules and Regulations.

Each employee must sign a statement of receipt acknowledging the following: (1) they have received a copy or have been provided access to the Rules and Regulations; and (2) they understand that they are responsible for reading and becoming familiar with the contents of the Rules and Regulations, as they are currently drafted as well as with all subsequent revisions to the Rules and Regulations.

## II. DEFINITIONS

The following terms, whenever used herein, will be defined as follows:

**Advancement:** A salary increase within the limits of the pay range established for a classification.

**Anniversary Date:** The date of appointment, employment, reinstatement or recall to a position, unless otherwise provided herein.

**Applicant:** Any person submitting a formal completed application for employment with Mesa Water District.

**Appointment:** The employment of a person to a position.

**At-Will Employee:** An employee who does not acquire a property interest in the position held and can be terminated without cause or right of appeal. Management, certain designated supervisory and confidential employees, part-time, temporary, and probationary employees are considered at-will employees and serve at the pleasure of the General Manager.

**Base Salary or Base Pay:** An employee's rate of pay, excluding overtime and any other fringe benefits.

**Break in Service:** Resignation, discharge, layoff of the employee (if not rehired within one (1) year of layoff), unapproved leave of absence, or approved leave of absence from which the employee fails to return to work.

**Business Day:** Any day Mesa Water is open for business, which normally includes Monday through Friday, except recognized holidays.

**CFRA:** The California Family Rights Act (State law).

**Classification (Class):** All positions sufficiently similar in duties, knowledge, skills, abilities, and qualifications, authority, responsibility and working conditions to permit grouping under a common title and to permit the application with equity of common standards of selection, transfer, promotion, and compensation.

**Classification Level (Level):** Generally designated by an "I" for the entry level or an "II" for the journey-level within a single classification title. Each level is associated with different maximum pay rate based on the minimum experience, education, job knowledge, and/or certifications to qualify for consideration.

**Classification Specification:** The written description of a job classification setting forth duties, knowledge, skills, abilities, qualifications and conditions, which are essential functions of positions in a classification.



**Classification Plan:** Systematic framework of grouping jobs into classifications based on similarities in duties and qualifications, as prepared and maintained by Human Resources.

**Compensation:** The salary, wage allowances and other forms of valuable considerations, earned by or paid to any employee by reason of service in any position.

**Continuous Service:** Employment with Mesa Water without break or interruption. Neither vacation leave, sick leave, bereavement leave, military leave, jury leave, nor any other authorized absence, whether with or without pay, will be construed as a break or interruption in employment unless expressed as part of an agreement or a condition of an extended leave of absence. In all instances when determining eligibility based upon length of continuous employment, the measurement shall begin with the employee's most recent date of hire.

**Demotion:** The movement of an employee from one job classification to another having a lower maximum rate of pay.

**Discipline:** Dismissal, demotion, suspension, and reduction of pay related to actions by an employee for unfavorable conduct or violations of Mesa Water's rules, regulations, or policies.

**Dismissal:** Discharge or involuntary termination of employment.

**Displacement:** An action whereby an employee with greater seniority in a classification takes the position of another employee who has less classification seniority.

**District:** Mesa Water District

**Domestic Partner:** A legally recognized partnership as described in the California Family Code Section 297, which is registered with the California Secretary of State.

**Eligibility List:** The list of candidates established after a recruitment has been conducted.

**Employee:** A person occupying a paid position in Mesa Water. This designation is not intended to include the Board of Directors or outside contractors/consultants.

**Exempt Employee:** An employee in a job classification which is considered exempt from the guidelines of the Federal overtime regulations under the Fair Labor Standards Act (FLSA), and as such, is not eligible for overtime pay.

**FLSA:** Fair Labor Standards Act (Federal law)

**FMLA:** Family and Medical Leave Act (Federal law)

**Full-Time Employee:** An employee whose normal assigned work hours equal an eighty-hour (80) pay period.

**Grievance:** A complaint that the bargaining agreement, rule, or policy has been violated. Note: Not all Mesa Water rules or policies are subject to a grievance procedure.

**Layoff:** The separation of employees from the active work force due to lack of work or funds, or the abolition of the position.

**Leave:** Absence of an employee from work.

**Non-Exempt Employee:** An employee in a job classification which falls within the Federal overtime law (FLSA), and as such, is eligible for overtime pay.

**Out-of-Class Pay:** Compensation given to an employee who is temporarily assigned to a position which is allocated a higher maximum rate of pay, and who is qualified to perform this work.

**Paid Status:** Paid status includes regularly scheduled work hours, paid sick leave, vacation, holidays, and compensatory time, but excludes overtime.

**Part-Time Employee:** An employee whose normal assigned work hours are fewer than forty (40) hours per workweek.

**Part-Time Partially Benefited Employee:** A category of at-will employees hired and scheduled to work part-time a minimum of twenty (20) hours per week on an ongoing basis. Employees in this employment category may receive partial benefits as detailed in their employment offer letters and as permitted by Mesa Water's Employee Benefits Summary Handbook.

**Pay Period:** A pay period is a two-week period used for purposes of calculating and paying wages. Pay periods terminate each alternate Thursday.

**Position:** A combination of duties and responsibilities assigned or delegated by authority, requiring the full or part-time services of an employee.

**Probationary Period:** A working test period during which an employee is required to demonstrate fitness for the duties to which the employee is appointed by actual performance of the duties of the position.

- 1) New Employee - New, full-time Mesa Water employees serve an initial twelve (12) month probationary period during which they may be dismissed without cause. (Note: Management, certain designated supervisory and confidential employees, part-time, and temporary employees are considered "at-will" employees and do not serve a probationary period.)
- 2) Promotion/Transfer - Mesa Water employees who are promoted or transferred to a different classification or level serve a six (6) month probationary period, which is specific to the new classification/level and affects the employee's status as a regular employee. Failure to successfully pass the promotion/transfer probationary period may result in the employee being returned to his/her previously held classification/level.

**Promotion:** The movement of an employee from one position to another which is allocated to a higher maximum rate of pay.

**Recall List:** A list of regular employees who have been laid off from District employment pursuant to these Rules and Regulations.

**Reclassification:** A reassignment or change in allocation of an individual position by raising it to a higher classification, reducing it to a lower classification or moving it to another classification at the same salary level, on the basis of a reevaluation of the kind, difficulty, or responsibility of duties performed and/or the minimum qualifications in such position.

**Reduction (in pay):** A decrease in salary within the pay range established for a classification.

**Regular Employee:** A category of employment pertaining to full-time employees who have successfully completed the initial twelve (12) month probationary period in particular classifications and have been retained in employment with Mesa Water as hereafter provided by these Rules and Regulations.

**Reinstatement:** The re-employment without examination of a former regular full-time employee within one (1) year following layoff or separation from employment with Mesa Water.

**Resignation:** The voluntary termination by an employee from employment with Mesa Water.

**Selection Process:** The process of testing, evaluating, investigating, and/or determining the fitness and qualifications of applicants.

**Seniority:** The total amount of actual continuous service for a full-time employee, excluding breaks in service as defined in these Rules and Regulations.

**Standby Call-Out:** An after-hours service call that requires the Standby Duty employee to visit the location in person, rather than responding by telephone, radio, computer, or other electronic means.

**State Disability Insurance (SDI):** SDI is a partial wage-replacement insurance plan for California workers, funded through employee payroll deductions, and consisting of two programs: 1) the Disability Insurance (DI) program established for workers who suffer a loss of wages when they are unable to work due to a non-work related illness or injury, or a medically disabling condition from pregnancy or childbirth, and 2) the Paid Family Leave (PFL) program established for workers who suffer a loss of wages when they need to take time off from work to care for a seriously ill child, spouse, registered domestic partner, or to bond with a new minor child.

**Suspension:** The temporary separation from Mesa Water service of an employee, with or without pay, for disciplinary purposes.

**Temporary Employee:**

- 1) **Seasonal:** An at-will employee who works either part or full-time on a temporary basis, and

whose position is funded on a seasonal or other limited time period basis normally not to exceed 960 hours in a fiscal year.

- 2) **Limited Term Employee**: An at-will employee who normally works full-time for the term of a project or assignment.

**Termination**: Separation from employment with Mesa Water.

**Transfer**: A change of an employee from one position to another position in the same classification, or in a comparable classification, or from one department or section to another.

**Vacancy**: Budgeted position not occupied by an employee.

**Workday**: The number of hours an employee in each position is scheduled to work on each Business Day as set forth in department procedures, exclusive of overtime hours.

**Work Week**: From 12:00 a.m. on Friday to 11:59 p.m. on Thursday.

### III. GENERAL EMPLOYMENT POLICIES

#### A. Categories of Employment

##### 1. Probationary Employees

A probationary employee is a new, full-time employee who is assigned to work eighty (80) hours per pay period and who has not completed the initial twelve (12) month probationary period. The probationary period is an extension of the testing process and must be satisfactorily completed before regular status will be granted. While on initial probation, employees are at-will employees. A probationary employee may be dismissed without cause during the initial twelve (12) month probationary period.

##### 2. Regular Employees

Regular employees are full-time employees in designated classifications who are normally assigned to work eighty (80) hours per pay period and have completed the initial twelve (12) month probationary period as a new Mesa Water employee.

##### 3. Confidential Employees

Confidential employees are employees who are privy to confidential information used by Mesa Water in the conduct of labor negotiations and/or the addressing of issues with recognized employee organization representatives. Certain confidential employees in designated job classifications are considered at-will employees.

##### 4. Supervisory Employees

Supervisory employees have the authority to evaluate and make recommendations to hire, transfer, promote, evaluate, discipline, or assign other employees. Supervisory positions are normally filled by full-time employees. Depending on the job classification, supervisory employees may be at-will.

##### 5. Management Employees

Management employees serve at the pleasure of the General Manager and are considered at-will employees. As a management employee there is an expectation that there will be occasional work beyond the hours required of other full-time employees. Management employees do not receive overtime pay but may be compensated under salary and benefits plans that are different from those applicable to other employees.

##### 6. Part-Time Partially Benefited Employees

Part-time partially benefited employees are at-will employees who are hired to work a minimum of twenty (20) scheduled hours per week on an ongoing basis. Employees in this

category may receive partial benefits as detailed in their employment offer letters and as permitted by Mesa Water District's Employee Benefits Summary Handbook.

## 7. Temporary Employees

Temporary employees are at-will employees hired to work for a limited period of time in order to meet seasonal or other short-term labor needs.

- a. Seasonal Employee / Intern: A category of at-will employee who works either part or full-time on a temporary basis, and whose position is funded on a seasonal or other limited time period basis normally not to exceed 960 hours in a fiscal year. Seasonal employees are paid only for hours worked, and do not participate in benefit or leave plans (with the exception of sick leave).
- b. Limited Term Employee: A category of at-will employee who works either part or full-time and who is hired for a period of time based upon the project or assignment to be done. Limited term employees may receive benefits as designated in their employment contracts.

## B. Hiring and Promotion

### 1. Posting New Jobs and Vacancies

- a. When new jobs are created or vacancies occur, Mesa Water will first attempt to fill them through the recall procedure (See Section VIII(D)-Layoff and Recall).
- b. If new jobs or vacancies are not filled through recall, Human Resources may open the recruitment to internal Mesa Water employees only. The job flyer will specify the title and salary range of the position, the nature of the work, the required/desired qualifications, the date, and time of posting and the final application deadline.
- c. If Mesa Water desires a broader base or determines there is not a competitive internal candidate pool from which to select a candidate, they may open the recruitment to the public. Job flyers announcing recruitment to the public will be advertised internally to employees.
- d. Despite the procedures described in sections (a) through (c) above, Mesa Water may make emergency appointments to satisfy an immediate staffing need.

### 2. Selection

- a. Employees will be selected on the basis of their qualifications for the job and in compliance with laws prohibiting discrimination based on race, religious creed, color, age, gender, gender identity or expression, sex, sexual orientation, physical or mental disability, military/veteran status, medical condition, national origin, ancestry, genetic information or characteristics, marital status or any other basis protected by law.

- b. The method of selecting a new employee may consist of an evaluation of application materials, written test, performance test, interview, verifications, medical evaluations and other job-related evaluations as the General Manager or designee deems necessary and appropriate.
- c. The candidates that pass all selection steps will be placed on an eligibility list from which a final selection will be made. Candidates will remain on the eligibility list for a duration of one year from the date of the final interview. Hiring managers with vacancies within that year may decide to select a candidate from an active eligibility list or open a recruitment.
- d. The General Manager or designee will make the final decision as to hiring and promotion from the eligibility list as recommended by Human Resources.
- e. As part of the selection process, new or reinstated employees must pass a pre-placement criminal background check and physical examination. Specific job classifications may require a drug and/or alcohol screening and Department of Motor Vehicle (DMV) check.

### 3. Application for Employment

Job applications will be made available online by Human Resources. All applications must be completed in full and submitted by the person applying. Human Resources will not process incomplete applications. Applications for positions must be received on or before the final designated application date to be considered.

After a prescribed time limit has expired, or periodically, if applications are taken on a continuous basis, Human Resources will screen applications to determine those applicants who meet the minimum or desired qualifications for the vacant position. The selection process will be structured to select the applicant who is most highly qualified for the vacancy.

### 4. Disqualification of Applicants

- a. Causes for Disqualification. Mesa Water may reject an application, refuse to examine an applicant, remove the name of an applicant from hiring consideration, or refuse to employ an applicant who:
  - (1) Does not meet the requirements set forth in the job flyer;
  - (2) Is physically or mentally unable to perform the essential functions of the job even with reasonable accommodation;
  - (3) Has been convicted of a felony or misdemeanor which, on a case-by-case analysis, is related in time and scope to the position in question, and no mitigating circumstances exist, as determined by the General Manager, or designee;

- (4) Has been dismissed or resigned in lieu of discharge from any position for any cause which would be cause for dismissal from District service, or whose record of employment has not been satisfactory in District service or with any other agency or entity;
- (5) Has abandoned any position in District service or has been absent from duty without approval or legally protected leave of absence;
- (6) Has made knowingly material false statements or who has attempted any fraud or deception in connection with obtaining or retaining employment with Mesa Water;
- (7) Refused to be fingerprinted;
- (8) Has secured or attempted to secure confidential information concerning an examination which might give such applicant unfair advantage over other applicants;
- (9) Refused to take or fails to pass the prescribed medical examination, which may include a drug and/or alcohol screening;
- (10) Has separated from District employment for cause;
- (11) Has failed to produce proper documentation to show a legal right to work in the U.S.;
- (12) Is a current user of illegal drugs or controlled substance;
- (13) Has failed to submit the employment application as specified by Mesa Water or within time limits; or
- (14) For any material cause which, in the judgment of the General Manager or designee, would render the applicant unsuitable for the position.

b. Notice of Disqualification. Human Resources will notify in writing any applicant who is disqualified.

#### 5. Nepotism

Persons related to District employees will not be considered for District employment if such employment could result in a disruption of District business, negatively affect employee morale, or create adverse problems in the areas of safety, supervision, or security. If a District employee enters into marriage or domestic partnership with another District employee, and in the opinion of the General Manager it is impossible or undesirable for both employees to continue in employment for a reason(s) noted above, one of the individuals involved must resign or be moved to another position which would eliminate the conflict. In the event that the spouses are unable to determine between themselves which individual should resign, the individual with the least seniority will be dismissed.



## 6. Physical Examinations

- a. Once offered a position with Mesa Water, candidates for initial employment and employees rehired after separation must successfully pass a physical examination prescribed by Mesa Water.
- b. With the approval of the General Manager and upon direction of the department manager, any employee may be required to undergo a physical examination if it is determined that such exam is necessary and related to the performance of the job function.
- c. All physical examinations prescribed by Mesa Water will be performed by a licensed physician approved and paid for by Mesa Water.
- d. An applicant who disagrees with results of an examination administered by Mesa Water District's physician may submit, for District consideration, examination results from a physician of their choice.

## 7. Department of Motor Vehicles (DMV) Checks

Candidates for District positions which involve the operation of motor vehicles must consent to a review of their DMV driving record paid for by Mesa Water. Subsequent to employment, employees are required to participate in the DMV Employer Pull Notice Program.

## C. Probationary Periods

### 1. New Employees

- a. New employees shall serve a probationary period of twelve (12) months during which Mesa Water will review the new employee's qualifications and work performance and determine whether the employment will be continued. New employees are subject to dismissal without cause at any time during this period at the discretion of the General Manager, and such termination will not constitute a cause for grievance or appeal.
- b. Periods of time on paid or unpaid leave exceeding five (5) Business Days (consecutive or not) will automatically extend the probationary period by that number the employee is on leave. This leave period is not intended to include authorized paid holidays or vacation.
- c. At least one formal written performance evaluation will be conducted halfway through the probationary period.
- d. At the conclusion of the probationary period, if it is determined that the new employee is performing to District standards, and Mesa Water continues to need the position, the employee's status will be changed from probationary to regular. If the employee's performance does not meet District standards, the employee's employment will be terminated at any time during the probationary period.

## 2. Promotions, Transfers and Reclassifications

- a. In the event of a promotion or transfer, the employee will serve a six (6) month probationary period. During this period a determination will be made as to whether the employee is able to effectively perform the duties and assume the responsibilities of the new position.
- b. If it is determined at any time during the probationary period that the employee is not satisfactorily performing the duties of the new position, the employee will be returned to the position previously held unless the position no longer exists. This process may involve displacing other employees.
- c. In the event of a reclassification, the employee's job title and/or salary range may be changed to more accurately reflect the responsibilities of the position. The reclassified employee will not be required to serve a new six (6) month probationary period and the employee's review date will not change.

### D. Transfers

A vacant position may also be filled by transfer. a regular employee may initiate a request to transfer to another position in the same or lower classification or level for which the employee is qualified. With the approval of the General Manager or designee and affected department managers, the employee may be transferred to the vacant position. Employees may also be transferred by the General Manager or designee to meet District needs. Transfers will not be used to effectuate a promotion, demotion, reclassification, reduction in pay, or for disciplinary purposes.

### E. Reinstatement

With the recommendation of the department manager and approval of the General Manager or designee, an employee who resigned in good standing may, within one (1) year of such resignation, be reinstated without examination in the same or comparable position. Upon reinstatement, the employee may be required to serve a new probationary period. If the employee is reinstated, the employee will be placed at the salary range and step held at the time of resignation (unless the salary range changed as a result of a classification and compensation study in which case they will be placed at the new range and at the step nearest to their prior salary) and will receive a new anniversary date. No credit for former employment will be granted in computing benefits unless mandated by law.

### F. Outside Employment

With the written approval of the General Manager or designee, an employee may engage in employment other than that with Mesa Water, but only if such outside employment does not (1) interfere with performance of the employee's assigned District duties, including overtime assignments, (2) constitute a conflict of interest, or (3) create an unfavorable District image. On an annual basis, employees must submit written requests on forms provided by Mesa Water for

outside employment for approval by the General Manager. These requests shall be maintained in the employee's personnel file.

#### G. Training and Development

Mesa Water encourages employee development by providing the opportunity for employee training. Compulsory training may be required as a condition of continued employment. Such training programs may include lecture courses, seminars, demonstrations, reading materials, or other methods for improving job performance. Employees are responsible for all required training needed to obtain and maintain certificates or licenses required to perform their jobs. If the training is provided by Mesa Water on work time, or if Mesa Water requires an employee to attend a specific program or class, then the fees and time to attend the class will be paid by Mesa Water.

#### H. Personnel Records

1. Human Resources will maintain the official personnel file for each employee containing name, position, title, salary and other information that may be relevant to the employee's service with Mesa Water.
2. To ensure that District records are correct and current, each employee is responsible for keeping Human Resources promptly informed as to changes in address, phone number, marital status, dependents, and other pertinent personal information.
3. Upon request, and in accordance with District rules and file security, an employee may examine their own official personnel file by appointment only and under the direct observation of a Human Resources staff member.
4. Information in personnel files will not be disclosed to anyone other than authorized District personnel, except as may be approved by the concerned employee or required by law.

#### I. Termination of Employment

1. The effective date of termination of employment is normally the last day worked or in a paid status by an employee. If an employee is on an approved leave of absence and does not return to Mesa Water at the end of such leave, the termination date is the expiration date of the approved leave of absence.
2. An employee who plans to resign is requested to give the supervisor an advance written notice of at least two (2) weeks. Once submitted and accepted by Mesa Water, a resignation may not be withdrawn, except upon approval of the General Manager.
3. Prior to termination, employees are urged to complete an exit interview with Human Resources and are required to return all District property (keys, uniforms, etc.).
4. An employee is deemed to have resigned if the employee is absent for three (3) consecutive workdays without prior authorization and without notification during the period of absence.

When Mesa Water believes an employee has been absent without authorization and Mesa Water plans to invoke this provision, a written notice will be sent by certified mail to the employee's last known address at least five (5) calendar days prior to implementing an automatic resignation. Such notice will contain: 1) a statement of Mesa Water's intention to implement the employee's automatic resignation and its effective date; 2) a statement of the reasons for considering the employee to have automatically resigned; 3) a statement of the employee's right to respond, either orally or in writing, prior to the effective date of such proposed action; and 4) a statement that if the employee fails to respond to the written notice before the effective date of the automatic resignation, it will be implemented as a resignation. Employees separated from employment for job abandonment may be reinstated with such charge removed from the employee's record upon presentation of justification for absence such as severe accident, severe illness, false arrest or mental or physical impairment which prevented notification.

DRAFT

## IV. HOURS OF WORK

### A. Work Schedules and Work Periods

1. Mesa Water maintains regular business hours Monday through Friday, exclusive of recognized District holidays. Mesa Water may extend business hours on one or more business days to serve its customers.

#### 2. Work Schedules

- a. For employees working the 9/80 Schedule – Employees regularly assigned to work eight (8) days of nine (9) hours per day, and one (1) alternating eight (8) hour day over the course of two (2) weeks.
- b. 5/40 Schedule – Employees regularly assigned to work five (5) days in a seven (7) day work schedule, will be scheduled to work eight (8) hours per day, five (5) days per week.

Mesa Water may change the work schedule of individual employees to meet operating conditions, changing hours of daylight, safety reasons or other situations provided that employees so affected will receive at least one pay period advance notice of any change in regularly scheduled work schedule.

#### 3. Temporary and Alternate Work Schedule

- a. Mesa Water reserves the right at its sole discretion to consider and, if mutually beneficial, approve a temporary work schedule to accommodate the specific needs of an employee. Justification for a temporary schedule request, anticipated timeframe, and method of continuing to accomplish the department workload must be discussed in advance of implementation. Approval for such modification must be obtained from the department manager and General Manager or designee.
- b. Employees, who wish to request a temporary modification to their work hours shall submit written justification and discuss the proposal with their department manager. Department managers will discuss such requests with the Management Team to determine whether such modification would be fair and consistent with Mesa Water operating needs. Employees will be notified in writing of the decision. Employees may request a review of denial of such requests with the General Manager.

4. Work Period. The work period begins at 12:00 a.m. on Friday and ends at 11:59 p.m. on Thursday, except for employees on a 9/80 work schedule. For employees working a 9/80 work schedule, each employee's designated work period shall begin exactly four (4) hours after the start of their eight (8) hour shift on the day of the week that corresponds to the employee's alternating day off. The work period applies to FLSA non-exempt employees for the purposes of computing overtime pay under the FLSA.

FLSA Exempt Employees. Exempt employees are expected to work the number of hours

necessary to meet the standards of job performance. Therefore, exempt employees may occasionally alter their regularly assigned work schedule during a given work week as necessary and as authorized by their department manager or designee. Any alterations that would result in the employee being absent from work for more than four (4) hours in a regularly scheduled workday must be approved in writing in advance by the employee's department manager or designee and may require the employee to take paid or unpaid leave of absence in accordance with the benefit provisions of these regulations.

## 5. Review of District Work Schedules

Mesa Water reserves the right to consider, approve, or modify various regular and alternate work schedules. Prior to the beginning of each calendar year, the department managers shall prepare annual plans for work schedules in their areas of responsibility that will satisfy Mesa Water's objectives for its customers and operational functions. The General Manager or designee has the authority to approve and modify work schedules for each department and employee of Mesa Water as needed.

The General Manager and department managers shall monitor the effectiveness and efficiency of work schedules and, at least once per year in December, shall determine whether to continue or modify any of the regular or alternate work schedules.

In the spirit of cooperation, employees are encouraged to discuss their suggestions or concerns with their department managers. Subsequently, affected employees may request a review with the General Manager to discuss a work schedule or a planned change in schedule. The decision of the General Manager shall be final.

Except under urgent operational conditions, Mesa Water shall provide reasonable advance notice in writing to affected employees if a work schedule change is planned.

### B. Meal Periods

Meal periods are not counted as time worked and will be scheduled by the supervisor or department manager.

### C. Rest Periods

1. For non-exempt employees, a rest period of fifteen (15) minutes may be taken each morning and afternoon and will be counted as time worked.
2. Rest periods will be scheduled by the supervisor for the employees in each group, and no additional compensation will be provided for rest periods not taken.
3. Employees are encouraged to take their rest periods but expected not to abuse this time away from work.

#### D. Mandatory Rest Periods

In the event an employee works fifteen (15) hours, consecutive or cumulative, in a 24-hour period starting from the beginning of a shift during Monday through Friday, said employee will be entitled to an eight (8) hour rest period that will begin once their assignment ends. If part of that rest period extends into their next regularly scheduled shift, the employee will receive straight-time pay for the portion of the shift occupied by the rest period. The employee may use any available accrued leaves for the remaining hours in their shift if they choose not to come in for the remainder of their shift that day. If there are two (2) hours or less in their next regularly scheduled shift by the time their rest period ends, employees will not be required to come in, and will receive straight-time pay for the time remaining in their shift. This policy excludes employees on Standby Duty; however, the department manager or designee will have discretion to adjust a Standby Duty employee's schedule if the circumstances require it.

DRAFT

## V. POSITION CLASSIFICATION

- A. Classification specifications describe the essential functions of job classifications and the typical duties that an employee is expected to perform. Classification specifications are not intended to limit the work of those typical duties described since other tasks may be assigned that are similar in nature and within the scope of the job classification.
- B. Positions that are similar in type of work, level of difficulty and degree of responsibility are grouped together in the same job classification.
- C. When deemed necessary, the General Manager or designee and department managers will review the work performed by employees to determine whether they are correctly classified. If the duties of a position are found to have changed substantially, the department manager may recommend that the position be reevaluated and reclassified. Classification specifications will be prepared for all new job classifications.



## VI. PAY

### A. Compensation Policy

As a public entity Mesa Water is committed to rendering service at a fair and reasonable cost. Mesa Water's ability to achieve this objective is affected by a number of factors, one of which is the quality and performance of District employees. In order to attract and retain highly competent employees, promote continuous superior performance, and give full recognition to District financial constraints, the following will be considered in establishing employee compensation:

1. The impact of compensation on the cost of services, financial position of Mesa Water and overall operational costs.
2. Compensation paid for similar work in other public and private jurisdictions.
3. The general and specific performance of employees.
4. Status of the labor force, economic conditions, recruitment and retention experience and other factors influencing the maintenance of a stable and efficient work force.

### B. Salary Ranges

A salary schedule is adopted by Mesa Water, which consists of a series of salary ranges and steps.

### C. Merit Increases

1. A merit increase is advancement to a higher step in the salary range in the appropriate job classification and is based upon a recommendation of the department manager upon presentation of evidence indicating that the work of the employee has met or exceeded agreed upon standards. In no case will an employee's salary exceed the maximum range of the assigned job classification.
2. New employees shall receive a progress report six (6) months after employment with Mesa Water District. With the six-month evaluation the employee may receive a one-step merit increase. One (1) year after date of hire, the employee will receive a probationary evaluation at which time they may receive a merit increase if probation is passed. If their one-year anniversary date is prior to March 1<sup>st</sup>, the employee will be eligible for future merit increase occurring September 1<sup>st</sup> that same year. If the one-year anniversary date is March 1<sup>st</sup> or later, the employee will be placed in the September 1 performance evaluation cycle the following year. The timelines for the progress reports and evaluations provided to new employees may be extended pursuant to an extension of the probationary period.
3. Annual Evaluations: Employees shall receive at least one (1) performance evaluation per year. Performance evaluations will be prepared, discussed with the employee and a merit

increase granted, if applicable, will become effective on September 1st each year. Consideration for future merit increases will occur annually thereafter on September 1.

4. Promotions & Demotions: If an employee is promoted or demoted, the employee will receive a new merit increase eligibility date (anniversary date). After successfully completing the six-month Probationary Period, the employee will be eligible for a merit increase at that time (anniversary date). If the six-month anniversary date is prior to March 1<sup>st</sup>, the employee will be eligible for future merit increase occurring September 1<sup>st</sup> that same year. If the six-month date is March 1<sup>st</sup> or later, the employee will be placed in the September 1 performance evaluation cycle the following year.
5. Merit advancement will be based upon the following:
  - a. Determination by the supervisor that the employee's performance is meeting the expectations of Mesa Water. Such determination relates to the entire job performance including, but not limited to: the quality and quantity of work, timeliness of work, efficiency, knowledge of work, working relationships, professionalism, communication skills, punctuality, regularity of attendance, and dependability, problem-solving ability, initiative, and safety practices.
  - b. Recommendation of a merit increase by the immediate supervisor and department manager.
  - c. Approval of the merit increase by the General Manager.
  - d. Approved step increases will be effective at the beginning of the pay period during which the employee's written performance evaluation is due.
6. Upon approval of the General Manager, a salary increase of at least one (1) step and/or a lump sum payment may be granted to an employee in a service year for proficient job performance provided, however, no employee's salary will exceed the maximum of the salary range for the assigned job classification.
7. The merit increases will be granted as follows:
  - a. Employees who obtain a Generally Meets rating will receive a one-time lump-sum payment of 1% of salary.
  - b. Employees who are at steps 1 through 13 and obtain a Meets/Exceeds rating will receive a one-step (2.5%) merit increase.
  - c. Employees who are at step 14 and receive a Meets/Exceeds rating will receive a one-time lump-sum payment of 1% of salary.
  - d. Employees who are at steps 1 through 12 and obtain an Outstanding rating will receive a two-step (5%) merit increase.
  - e. Employees who are at step 13 and receive an Outstanding rating will receive a one-step (2.5%) merit increase and one-time lump-sum payment of 1.5% of salary.
  - f. Employees who are at step 14 and receive an Outstanding rating will receive a one-time lump-sum payment of 2.5% of salary.

## D. Payment of Compensation

### 1. Base Salary

Employees will be compensated with a base salary reflective of their stated salary in the operative salary tables.

### 2. Pay Day

Pay periods are two (2) weeks in duration, terminating each alternate Thursday. Payment will be made within the week immediately following the end of the pay period.

### 3. Pay Upon Termination

- a. Employees who terminate will receive their final pay on the next regularly scheduled pay day. Final pay is made up of unpaid salary for work performed, accrued and unused vacation, compensatory time and floating holiday hours to the date of termination.
- b. At the sole discretion of the General Manager, severance pay may be granted to employees terminating in return for a Release Agreement.

## E. Overtime

Overtime work is a condition of employment for all employees, as may be deemed necessary by the General Manager or designee. Overtime work must be approved in advance by the employee's supervisor, except in emergency situations.

### 1. Eligibility for Overtime and Premium Pay

- a. **Exempt Employees:** Employees who are exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) and who regularly work extra hours, attend evening meetings, and/or who are required to participate in job-related weekend activities or functions for which they do not receive paid overtime, may be granted time-off with pay as authorized by the General Manager.
- b. **Non-Exempt Employees:** Overtime worked by employees who are not exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) must be authorized in advance by the employee's supervisor in order to work overtime, except in emergency situations.

### 2. Rate of Pay

- a. One and one-half (1.5) times the employee's regular hourly rate for:

- (1) Hours worked in excess of eight (8) in the workday, unless working a 9/80 schedule in which case it is in excess of nine (9), and hours worked in excess of forty (40) in an employee's designated seven (7) day work period; or
  - (2) The first eight (8) hours worked on a District holiday when hours worked are in excess of forty (40) in the regular seven (7) day work period.
- b. Two (2) times the employee's regular hourly rate for:
- (1) Hours worked in excess of eight (8) on a District holiday or on a scheduled day off when the employee receives prior notification to report to work and when hours worked are in excess of forty (40) in the regular seven (7) day work period; or
  - (2) Hours worked in excess of thirteen (13) in any work shift, when hours worked are in excess of forty (40) in the regular seven (7) day work period.
  - (3) Overtime hours worked in excess of five (5) by an employee directed to work without prior notification on a scheduled day off.
- c. For the purpose of calculating hours towards overtime, pay for sick leave, holidays and vacation will be considered as hours worked.

### 3. Compensatory Time

- a. Employees who are eligible to receive compensation for overtime work pursuant to this Section may request in writing that such compensation be in the form of compensatory (comp) time. Upon written approval of the employee's supervisor, the overtime hours will be credited to the employee's compensatory time bank in lieu of being paid. Crediting will be on the same basis as payment. For example, one and one-half (1.5) hours of compensatory time will be credited for an overtime hour which would otherwise be paid at the rate of time and one-half. Standby Duty hours are not eligible for comp time.
- b. Cash payouts for accrued comp time are available once each fiscal year. No additional comp time hours may be accrued after the payroll cut-off date for the fiscal year-end payout (last full pay period in June). No accrued hours may be carried over into the next fiscal year. Employees will be notified of their eligibility for a payout by the Financial Services department prior to each payout date. Employees will be paid for all accrued comp time hours upon termination.
- c. Accumulation maximums will not exceed eighty (80) hours.
- d. The scheduling of comp time off is subject to approval of the department manager who may require that requests for comp time off be submitted up to fourteen (14) days in advance of the requested time off. If District needs require a change in scheduled and approved comp time off, reasonable advance notification of such a change will be given to affected employees.

F. Standby Duty

1. General Regulations

- a. Standby Duty (Duty) is an assignment of responsibility to remain available to respond rapidly to emergency calls after the regular workday, on holidays and on weekends.
- b. The assignment is one (1) week in duration, normally from the end of shift on a particular day of the week to the end of shift on the same day the following week. The Water Operations Supervisor will establish the work schedule within this period for each employee assigned the Duty and may grant exchanges of Duty for justifiable reasons. Employees who are assigned are authorized to use the Duty truck provided by Mesa Water only for District business.
- c. Employees assigned to Standby Duty are those who have completed satisfactory training, live within twenty-five (25) miles to the nearest District boundary and meet all eligibility requirements established by the Water Operations Supervisor.
- d. In the event there are an insufficient number of employees to fulfill the requirements for Standby Duty, the Water Operations Supervisor or designee will assign employees to Standby Duty.
- e. The Water Operations Manager may adjust the Standby Duty schedule assignments in Distribution and Production to minimize additional costs due to an alternate work schedule, and to assure fairness among employees.
- f. The Standby Duty Program will be as follows:

Standby Duty Program

Description	Production	Distribution	General Employee
Mandatory Participation	Yes	Yes (for new hires after 9-12-2014)	No, but in the event there are an insufficient number of eligible and qualified employees participating in the Standby Duty, the Manager or designee will assign employees to Standby Duty.
Standby Pay	\$490/week (\$70/day; \$100/day for Recognized District Holidays*)	\$490/week (\$70/day; \$100/day for Recognized District Holidays*)	\$70/day; \$100/day for Recognized District Holidays*
Duty Pay	Employee's regular hourly rate at time and one-half, with a one-hour minimum for standby call-outs. **	Employee's regular hourly rate at time and one-half, with a one-hour minimum for standby call-outs. **	Employee's regular hourly rate at time and one-half, with one-hour minimum for standby call-outs.**

Use of District Truck	Yes	Yes	No, unless pre-approved by manager or designee. In the event of an emergency, employee would use personal vehicle and submit for mileage reimbursement.
Trade days with another qualified employee	Yes – subject to supervisor’s consent	Yes – subject to supervisor’s consent	Yes – subject to supervisor’s consent
Split Shifts	No	No	No
Paid Daily Duties – assigned by Supervisors	When business need arises	When business need arises	When business need arises

\* Standby Holiday Pay will be paid on the twelve (12) recognized district holidays that occurs on the holiday itself, and not the recognized day, should the recognized day differ from the actual holiday.

\*\* A standby “call-out” is an after-hours service call that requires the standby employee to visit the location in person, rather than responding by telephone, radio, computer, or other electronic means. Non call-out communications are paid for the actual time worked (no minimum).

## G. Establishment of Rates of Pay

### 1. New Employees

#### a. Full-Time Employees

The starting rate for a newly hired employee will normally be the first step of the salary range of the class to which the position is allocated. If exceptional qualifications of the candidate indicate that a higher hiring rate would be in Mesa Water's best interest, appointment at a higher step in the salary range may be authorized by the General Manager.

#### b. Temporary and Part-Time Employees

Temporary and part-time employees will be paid in accordance with their employment contract, but not less than the State of California minimum wage.

### 2. Promotions

a. Effective upon promotion, employees will be placed in a salary step of the new classification which grants an increase in base salary of at least five (5) percent, provided no employee's base salary will exceed the maximum of the specified salary range.

b. The base salary of employees who successfully complete the promotion probationary period will be advanced to a step in the salary range appropriate to the employee's level

of performance. This increase will be effective upon completion of probation and in no event will exceed the maximum of the range.

### 3. Demotions

- a. If it is determined at any time during the probationary period that a promoted employee cannot satisfactorily perform the duties of the new position, the employee will be returned to the position and step in the salary range from which promoted.
- b. The base salary of employees demoted at their own request to a position in a lower salary range will be their current salary or the maximum rate of the new position, whichever is lower.
- c. In the event of a disciplinary demotion, the employee's salary will be set at the salary rate of the lower classification, which is at least five (5) percent less than the rate received in the higher class.

### 4. Transfers

The base salary and merit increase eligibility dates of employees transferred to another classification in the same salary range as their former classification will be unchanged.

### 5. Recall from Layoff

- a. The base salary of employees recalled from layoff to a position in the same salary range as that from which they were laid off will be the same step in the salary range they were being paid when laid off.
- b. The base salary of employees recalled from layoff, or demoted in lieu of layoff, to a position in a lower salary range than they occupied when laid off or demoted in lieu of layoff will be their rate at the time of layoff or demotion in lieu of layoff, or the maximum rate for the new position, whichever is lower.

### 6. Out-of-Class Temporary Appointments

Employees will only be given out-of-class pay when the temporary appointment is expected to last at least longer than two (2) weeks. Employees who are given an out-of-class temporary appointment to a higher classification will be compensated as follows:

- a. Their rate of pay will remain unchanged during the first eighty (80) hours worked in such appointment.
- b. After working in excess of eighty (80) hours in an out-of-class temporary appointment the employee will be paid the minimum rate of the higher classification or at a rate five (5) percent higher than their current rate, whichever is higher. In no case will employees be

paid a rate in excess of the top step of the salary range for the position to which they are temporarily assigned.

- c. Employees must meet the minimum requirements of the higher classification and must be assuming substantially the full range of duties and responsibilities of the higher-level position to be eligible for the out-of-class compensation.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Out of Class Temporary Appointments and Compensation for Temporary Assignments pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(3) Premium Pay, Temporary Upgrade Pay.

#### 7. Compensation for Temporary Assignments

With the prior approval of the General Manager, an employee may be granted a temporary pay increase when the employee is temporarily assigned to assume, and regularly performs, some of the duties of a position that is allocated to a higher maximum rate. Generally, eligible assignments are those with an expected duration of at least 80 continuous hours.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Out of Class Temporary Appointments and Compensation for Temporary Assignments pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(3) Premium Pay, Temporary Upgrade Pay.

#### 8. Shift Differential

Employees who are assigned on a regular basis to shift work will be compensated an additional five (5) percent above their normal salary for scheduled hours between the hours of 6:00 p.m. and 5:00 a.m.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Shift Differential pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(4) Special Assignment Pay, Shift Differential.

#### 9. Reclassifications

Whenever a position is reclassified and the incumbent is reclassified with the position, the incumbent may be placed at a step equal to the employee's current salary. If there is no step equal to the employee's current salary and the reclassification is to a higher salary range, the employee may be placed on the closest step that is above the employee's current salary. If there is no step equal to the employee's current salary and the reclassification is to a lower salary range, the employee may be placed on the closest step that is below the employee's current salary. In some cases, the employee may retain the salary for the old classification



until the new salary range equals or exceeds the employee's current salary (y-rate). Final determination of salary step upon reclassification rests with the General Manager.

DRAFT

## VII. ATTENDANCE, LEAVES, AND BENEFITS

### A. Vacations

#### 1. Vacation Allowances

Full-time Mesa Water employees accrue vacation credit in accordance with the following schedule. Part-time partially benefited employees are eligible to participate in some Mesa Water benefit programs as described in the Employee Benefits Summary Handbook. Temporary employees are ineligible to receive vacation and holiday pay unless specified in their employment contract.

<u>Period of Continuous Employment</u>	<u>Hours Per Pay Period</u>
1st and 2nd years	3.40
3rd and 4th years	4.30
5th through the 9th years	5.23
10th through the 14th years	6.15
15th through the 19th years	7.10
20th year and thereafter	8.00

The maximum vacation accumulation effective April 7, 2023 for all Mesa Water employees is 360 hours.

#### 2. Computation of Vacation Credit

- a. Vacation credit is accrued on a pay period basis except during the first and last pay periods of employment when pro-rata credit is given for hours worked.
- b. Employees must be in paid status more than one-half (1/2) of the pay period to be eligible for vacation credit.
- c. Vacation credit at the rate applicable to the affected period of continuous employment will not accrue during unexcused absences or during the following absences, which extend for twenty (20) or more consecutive working days:

- (1) Time between a layoff and rehire.

(2) Approved unpaid personal or indefinite military leave of absence, unless otherwise provided by law.

(3) Approved medical leave except when the employee is receiving a payment from Mesa Water which when combined with State Disability Insurance (SDI) or Workers' Compensation payments results in the employee receiving at least ninety (90) percent of regular salary.

d. Temporary employees do not accrue vacation credit and are not eligible to take vacation time off.

### 3. Use of Vacation Credit

a. Vacation credits may not be used during the first six (6) months of employment. The use of vacation credits will not exceed the number of whole days accrued by the employee as of the pay period ending date prior to the day the employee's vacation commences.

b. An employee shall provide a minimum of two week's written advance notice, unless waived by the department manager, when requesting vacation. Requests for vacation are subject to approval of the department manager. Scheduling of vacation shall be based on the District's operational needs as determined by the department manager.

c. Employees are encouraged to take earned vacation in increments sufficiently long to allow for the rest and rejuvenation which are objectives of the vacation program. Vacation usage of a weeks or more duration will be encouraged. In no event may vacation be used in less than one-half (1/2) hour blocks.

d. A District holiday occurring during an employee's vacation will not be considered as a day of vacation.

e. Jury duty occurring during an employee's vacation will not be considered as a day of vacation until Mesa Water's jury benefit has been exhausted.

f. Subject to the provisions of the Sick Leave section of these rules, an employee who becomes ill while on vacation may use accumulated sick leave in lieu of vacation time for the period of such illness; provided, however, that Mesa Water is not obligated to extend the vacation beyond the scheduled expiration date.

g. An employee who is receiving State Disability Insurance (SDI) or Workers' Compensation payments, and has exhausted sick leave accumulations, may use accrued vacation to supplement said payment provided that the total amount received shall not exceed ninety (90) percent of regular salary.

h. Vacation may be used as accrued. However, in no event will paid vacation exceed the employee's accrued vacation as of the end of the most recent pay period.

#### 4. Vacation Cash Out Program

Full-time employees who have used a minimum of forty (40) hours vacation during the preceding calendar year may make an irrevocable election to cash out up to a maximum of 120 vacation time hours in the following calendar year. The vacation time hours identified in this irrevocable election form shall be deducted from the employee's respective vacation time hours accrued in the following calendar year. The remaining unused vacation time shall remain in the employee's vacation time bank. At the time of cash out, if the employee has less vacation time hours in the vacation time bank than the amount identified on this election form, then the amount of vacation time remaining in the vacation time bank shall be cashed out provided that a minimum of forty (40) hours of vacation time remains available for use after cash out.

#### 5. Termination

Employees who terminate will be paid for all accrued and unused vacation at their rate of pay at the time of termination.

### B. Holidays

#### 1. Recognized Holidays

Mesa Water will provide full-time employees a total of ninety-six (96) hours for twelve (12) specific recognized holidays as follows:

New Year's Day (January 1)	8 hours
Martin Luther King's Birthday (third Monday in January)	8 hours
Presidents' Day (third Monday in February)	8 hours
Memorial Day (last Monday in May)	8 hours
Independence Day (July 4)	8 hours
Labor Day (first Monday in September)	8 hours
Veterans' Day (November 11)	8 hours
Thanksgiving Day (fourth Thursday in November)	8 hours
Friday immediately following Thanksgiving Day	8 hours
Christmas Eve (December 24)	8 hours
Christmas Day (December 25)	8 hours
New Year's Eve (December 31)	8 hours

#### a. Recognized Holidays Falling on Saturday and Sunday

A recognized holiday falling on Saturday shall be observed on Friday, the day preceding, and a holiday falling on Sunday shall be observed on Monday, the day following. If a recognized holiday falls on a Sunday, and that Monday is also another recognized holiday, then the holiday shall be observed on Tuesday.

b. Pay for Recognized Holidays

Full-time employees are paid for eight (8) hours at their base hourly rate for each holiday which falls on a day of the week that they would normally work.

For an employee who has an alternate work schedule, and a holiday falls on a business day that the employee would normally work nine (9) hours, each affected employee shall use one (1) hour of accumulated vacation leave (if eligible), available floating holiday hours, accumulated comp time, or if none of the above are available, the employee will be given one hour leave without pay, to make up the difference.

For an employee who has an alternate work schedule, and a District recognized holiday falls on the employee's business day off, the eight (8) hours of holiday time normally taken on that day may be scheduled on an alternate business day, as approved by their supervisor. All holiday hours for a fiscal year must be used prior to the end of the fiscal year in which the hours were accumulated.

2. Floating Holidays

- a. Annual Award: Full-time Mesa Water employees receive an award of eleven (11) hours of floating holiday time at the beginning of each fiscal year. The floating holiday hours are primarily intended to supplement eight (8) hour holidays for those employees who would normally work nine (9) hours but may be taken at the option of the employee subject to the approval of the department manager or designee.
- b. Unused Hours: Any portion of the eleven (11) hour floating holiday time which is unused at the end of the fiscal year will be converted to vacation time. Employees hired after the beginning of the fiscal year receive prorated floating holiday hours, with one fewer hour for each recognized holiday that has passed, with the exception of the Friday after Thanksgiving, an eight (8) hour holiday. Floating holiday time is created and paid on full-hour basis.

3. Eligibility for Holiday Pay

- a. Eligible employees must be in paid status for their full regularly scheduled workdays before and after the holiday to be eligible for holiday pay.
- b. Full-time probationary, regular, supervisory/confidential employees and managers are eligible for holiday pay.
- c. Temporary employees are ineligible to receive holiday pay unless specified in their employment contract.
- d. Part-time, partially benefited employees receive holiday pay as described in the Mesa Water District's Employee Benefits Summary Handbook.

- e. An employee on an approved medical disability, temporary military training leave of absence or other authorized paid leave will receive recognized holiday pay provided the employee is receiving a payment from Mesa Water which, when combined with State Disability or Workers' Compensation payments, results in the employee receiving at least ninety (90) percent of their regular salary. Employees on any type of unpaid leave of absence or unauthorized leave will receive no holiday pay for any holiday occurring during such absence.
- f. Employees assigned to standby duty are paid for recognized holidays in accordance with the provisions of the Standby Duty rules.
- g. Employees on jury duty will be paid holiday pay as provided above for any recognized holiday occurring during the periods of jury service.
- h. Employees who extend a holiday by unexcused absence on the last regular workday before or the next regular workday after a holiday may be subject to discipline.

## C. Leaves

### 1. Sick Leave

#### a. Sick Leave Accrual

##### (1) Full-Time Employees

- Full-time employees accrue 3.7 hours of sick leave per pay period.
- Sick leave accruals may be carried forward each fiscal year.
- Sick leave allowance shall not be credited for unapproved absences or during the following absences, which extend for twenty (20) or more working days:
  - Approved personal or indefinite military leave of absence, unless otherwise provided by law.
  - Approved medical leave during which the employee is paid less than ninety (90) percent of regular salary in conjunction with State Disability Insurance (SDI) or Workers' Compensation.

##### (2) Part-Time, Temporary, and Limited Term Employees

- Part-time, temporary, and limited term employees directly employed by the District are provided with five (5) days or forty (40) hours of paid sick leave at the beginning of each 12-month period in compliance with California's Paid Sick Leave Law (effective January 1, 2024). Any unused paid sick leave from the previous 12-month period will not carryover to the new 12-month period. Part-time, temporary,

and limited term employees are not eligible to begin using any accrued paid sick leave until the 90<sup>th</sup> day of employment with the District.

b. Use of Sick Leave

Accumulated sick leave with pay is not considered a privilege which an employee may use at their discretion, but will only be allowed for:

- (1) For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
- (2) For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
  - Child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis.)
  - Spouse or Registered Domestic Partner
  - Parent/Parent-in-law (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.)
  - Grandparent
  - Grandchild
  - Sibling
  - Designated Person (must be identified at the time leave is requested and limited to one "designated person" in a 12-month period, January through December).
- (3) To obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:
  - A temporary restraining order or restraining order.
  - Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
  - To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
  - To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
  - To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
  - To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

c. Conditions on Sick Leave Usage

- (1) Pursuant to Labor Code Section 233, the District shall permit full-time employees to use in any calendar year the employee's accrued and available sick leave entitlement, in an amount not less than the sick leave that would be accrued during six months at the time of the employee's then current rate of entitlement for the purposes noted above in this policy under Subsection (b) ["Use of Sick Leave"] without such use of sick leave otherwise affecting the employee's terms of conditions of employment.
- (2) To request to use sick leave if the need is foreseeable, an employee must give the immediate supervisor reasonable advance written or oral notice. If the need for sick leave is not foreseeable, the employee shall provide written or oral notice of the need as soon as practicable. If the employee is required to be absent on sick leave for more than one day, the employee must keep the immediate supervisor informed each day as to the day the employee expects to return to work and the purpose of the leave. Failure to request sick leave as required by this policy without good reason may result in the employee being treated as absent without leave.
- (3) Employees may be required to provide their supervisor with a written statement from the attending physician concerning the reason for the absence and a release to work to the extent permitted by law.
- (4) The District may require that employees provide a physician's certificate to support any absence that involved the illness of the employee or family member if the District suspects that there is an abuse of sick leave by the employee. All employees who use paid leave to address issues related to domestic violence, sexual assault, stalking, or other crimes and who cannot provide advance notice of their need for leave must provide certification of the need for leave within a reasonable time thereafter.
- (5) During the course of a medical leave or an extension thereof, if requested by Mesa Water, the employee shall submit to an examination by a physician designated and paid for by Mesa Water. Should Mesa Water's physician determine that the employee is able to return to work, the medical leave will be terminated in accordance with such physician's findings.
- (6) An employee may only use sick leave for an absence on a holiday on which an employee is scheduled to work if a medical note is provided by a physician.
- (7) Sick leave may be used as it is accrued. However, in no event will paid sick leave usage exceed the employee's accrued sick leave allowance as of the end of the most recent pay period.



- (8) The minimum charge to an employee's sick leave allowance will be one-half (1/2) hour. Absences of more than one-half (1/2) hour will be charged to the nearest full hour.
- (9) An employee will not receive compensation for unused accrued paid sick leave upon termination, resignation, retirement, or other separation from employment from the District.
- (10) If an employee separates from District employment and is rehired by the District within one-year of the date of separation, up to six (6) days or forty-eight (48) hours of previously accrued and unused paid sick leave hours shall be reinstated to the extent provided under Labor Code Section 246(f). However, if a rehired employee had not yet worked the requisite ninety (90) days of employment to use paid sick leave at the time of separation, the employee must still satisfy the ninety (90) days of employment requirement collectively over the periods of employment with the District before any paid sick leave can be used.
- (11) A supplementary payment to SDI, for both the Disability Insurance (DI) and Paid Family Leave (PFL) programs, and to Workers' Compensation payments which, when combined with said payments, results in a maximum payment of ninety (90) percent of the employee's regular salary. If an employee chooses not to submit a PFL claim under SDI, they may still use up to six-weeks of their accrued Sick Leave to care for a qualifying family member experiencing serious injury or illness, as stated in Mesa Water District's Family Care and Medical Leave policy if the leave qualifies as FMLA or CFRA leave and is due to extraordinary circumstances as approved by the General Manager or designee in advance.
- (12) Periods of incapacity due to illness, injury, disability, or pregnancy while an employee is on paid vacation may be charged to the employee's sick leave allowance provided:
  - i. The incapacity is of such a nature as to prevent the effective use of the vacation and would prevent the performance of normal duties if the employee were not on vacation.
  - ii. Notice is given to the employee's supervisor within four (4) calendar days of the onset of the incapacity or the end of the scheduled vacation period, whichever is earlier.
  - iii. Upon return to work, the employee presents a statement from the attending physician to the extent permitted by law.

## 2. FMLA/CFRA Leave

Up to twelve (12) workweeks of leave (twenty-six (26) workweeks for injured servicemember leave) without pay for family and medical care leave will be granted to employees who have

worked a minimum of 1,250 hours in the twelve (12) months preceding the date of the leave as is outlined in the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA). As specified in the FMLA and CFRA, Mesa Water will maintain the level of benefits to which the employee is entitled per the Memorandum of Understanding with the employee responsible for maintaining a timely schedule of payments for any portion of cost over and above the allocated flex credit amount for which the employee is eligible.

Refer to Mesa Water District's Family Care and Medical Leave Policy, DM-050, for the most recent information on the FMLA.

### 3. Pregnancy Leave

An employee who is disabled because of pregnancy will be entitled to a leave of absence without pay for up to four (4) months so long as the employee's attending physician certifies that she is physically unable to work due to pregnancy, childbirth, or a related medical condition. An employee who works fewer than forty (40) hours per week will receive a pro rata or proportional amount of leave. During this unpaid leave of absence, the District may require the employee to use sick leave, and upon expiration of sick leave, the employee has the option of using earned compensatory time and/or vacation time. The Family and Medical Leave and Pregnancy Disability Leave will run concurrently as appropriate during this medical leave to the extent permitted under 2 C.C.R. Sections 11045-11046. The District will also continue providing health benefits to the employee while on pregnancy leave under the same terms and conditions as if the employee was continuously working. The District may recover premiums it paid to maintain health coverage if an employee does not return to work following pregnancy disability leave unless the reason for the failure to return is a circumstance beyond the employee's control.

Upon expiration of the approved leave, the employee will be reinstated to her former position or to a comparable one if the former position is abolished during the period of leave and the employee would otherwise not have been laid off. The comparable position is one having similar terms of pay, location, job content and promotional opportunities. Prior to the employee being reinstated, Human Resources may require a statement from the attending physician that the employee is physically capable of resuming the regular duties of her position.

Failure to return to work after the authorized leave period causes the employee to have no reinstatement rights. An employee who plans to take such a leave should give reasonable notice of the date the leave shall commence and the estimated duration of the leave.

### 4. Bereavement Leave

- a. When an employee is absent from work because of the death of a member of the employee's extended family, the employee may take up to a maximum of five (5) days of paid bereavement leave for each such incident. A maximum of eighty (80) hours per fiscal year may be used.

- b. "Extended family" is defined as spouse, children, stepchildren, parents, stepparents, parents-in-law, grandparents, great grandparents, step-grandparents, grandparents-in-law, grandchildren, step-grandchildren, brothers/sisters, step-brothers/sisters, brothers/sisters-in-law, aunts, uncles, nieces and nephews.
- c. Bereavement leave as provided in this Section will not be charged to the employee's accumulated sick leave or vacation time.

## 5. Personal Leave of Absence

- a. The General Manager may grant a personal leave of absence, paid or unpaid, of not more than two (2) calendar weeks to an employee requesting it in writing at least two (2) weeks in advance of the requested start of the leave. If circumstances prevent such advance notice, this requirement may be waived.
- b. If an unusual emergency occurs which would prevent the employee from returning to work at the end of the leave, upon formal request, the General Manager may grant one (1) extension of up to two (2) calendar weeks for a total of four (4) calendar weeks.

## 6. Unpaid Leave

An employee who desires a leave of absence without pay, not to exceed one (1) year, shall file a written request with the department manager for approval by the General Manager or designee stating position, title, the beginning and ending dates of the proposed leave, and reasons for such request. Leave of absence without pay may be granted for illness exceeding accumulated sick leave, childcare absences exceeding pregnancy disability leave, extension of vacation time or any other reason which is deemed to be in the best interests of Mesa Water. An employee shall not be entitled to an unpaid leave as a matter of right unless mandated by law.

Leaves of absence without pay will constitute a break in employment for the purpose of determining employment status and will constitute a termination of all rights and benefits of employment except the right to reemployment as provided herein, except in cases where due process rights have attached. Vacation credits, sick leave credits, increases in salary, all other paid leaves, holidays, fringe benefits and other similar benefits will not accrue to an employee granted such leave during the period of absence. Employees who are out on FMLA leave will have access to coverage under any group medical plan under the same conditions as if the employee had been continuously employed. Upon return following an approved leave of absence, the employee will resume the status and have the rights, benefits, and accumulations thereof which the employee had on the last day preceding such leave of absence, and a new anniversary date may be adopted. Failure on the part of an employee on leave to report promptly at its expiration may be cause for disciplinary action including discharge. Employees on family medical leave without pay will be entitled to a continuation of medical benefits.

a. Job-Related Injury or Occupational Disease

An employee, who sustains a job related injury or incurs an occupational disease arising out of or during the course of employment, will be granted a leave in accordance with the law.

b. Flex Credits

If an employee is not in a paid status for more than one half (1/2) of the pay period, flex credits will not be paid for that period.

7. Child-Related Activities Leave

Per Labor Code 230.8, any District employee who is a parent, guardian, stepparent, foster parent, or grandparent having custody of one or more children in kindergarten through grade 12 or attending a licensed childcare facility will be allowed up to forty (40) hours each school year, not to exceed eight (8) hours in any calendar month of the year, without pay, to participate in child-related activities. Employees can also use such leave to address a childcare provider or school emergency. Such employee must provide reasonable advance notice of the planned absence. The employee may be required to use vacation and/or compensatory time-off to cover the absence. Mesa Water may require the employee to provide documentation from the school as verification that the employee participated in school activities on a specific date and at a particular time. If both parents, guardians, or grandparents having custody, work for Mesa Water, only the first requesting employee will be entitled to leave under this provision.

8. Child Suspension Leave

Per Labor Code 230.7, any District employee who is a parent, or guardian of a child in kindergarten through grade 12 may take time off to go to the child's school in response to a request from the child's school if the employee gives advance notice to their supervisor. A school has the authority to request that the parent attend the child's school if the child has: committed any obscene act; habitually used profanity or vulgarity; disrupted school activities; or otherwise willfully defied the valid authority of school personnel.

9. Military Leave

Military leave will be granted in accordance with the provisions of state and federal law. An employee requesting leave for this purpose shall provide the department manager, whenever possible, with a copy of the military orders specifying the dates, site and purpose of the activity or mission. Within the limits of such orders, the department manager may determine when the leave is to be taken and may modify the employee's work schedule to accommodate the request for leave.

## 10. Jury Duty Leave

Employees who perform jury duty are granted a maximum of seven (7) business days off without loss of pay while engaged in activities required by the court provided a Jury Summons and Proof of Service form from the court are provided to the employee's department manager and/or supervisor. The General Manager may approve additional days, not to exceed eight (8) additional business days. Employees performing jury duty requiring their absence from work in excess of seven (7) business days will be granted a leave of absence for the duration of the jury duty. At the employees' option, they may use accumulated paid vacation or compensatory time to continue to receive their regular salary. In the absence of paid vacation, the leave will be without pay, however affected employees will continue to receive other District benefits and accrue seniority as if they were working.

## 11. Voting

Time off work for voting in general, direct primary or presidential primary elections is in accordance with the laws of California which provide, in substance:

- a. If a registered voter does not have sufficient time outside working hours in which to vote, the employee may take off enough time from work, when added to available voting time outside working hours that will enable the employee to vote. Up to two (2) hours of such time off work will be allowed before time off is deducted from the employee's pay.
- b. Time off from work must be at the beginning or end of the regular workday, whichever will permit the most free time for voting and the least time off work.
- c. At least two (2) days' notice in advance of the election must be given by the employee who requests time off work to vote.

## 12. Catastrophic Leave

The Catastrophic Leave Donation Program permits temporary salary and benefit continuation for an eligible employee who has exhausted all paid leave credits as a result of a catastrophic injury or illness. It is not the intent of the program for any employee to enrich him or herself, but to aid only those employees that are truly in need of assistance.

Refer to the Catastrophic Leave Donation Program for eligibility requirements, guidelines and required forms.

## 13. Conditions of Leave

- a. Except as otherwise provided herein, all leaves of absence will be without pay.
- b. An employee who engages in outside employment, either for another employer or in self-employment, during a leave of absence may be deemed to have resigned without notice,

unless such activity is expressly authorized by Mesa Water at the time the leave is granted.

- c. An employee who fails to report to work upon expiration of a leave or an approved extension thereof will be deemed to have resigned without notice.
- d. Employees who are absent without approval for more than three (3) consecutive regularly scheduled work days, will be deemed to have resigned without notice.
- e. Mesa Water will not advance wages during an employee's waiting period for a leave or disability.

#### D. Insurance

Mesa Water provides a program of insurance for all eligible full-time employees and their dependents. Part-time partially benefited employees are eligible to participate in some Mesa Water benefit programs as described in the Employee Benefits Summary Handbook. Temporary employees are not covered by Mesa Water's insurance plans unless otherwise specified in their employment contracts.

Details concerning insurance benefits are contained in the Employee Benefits Summary Handbook which is issued from time to time to each eligible employee. This booklet summarizes the provisions of the Group Policy principally affecting the persons insured. The final interpretation of any specific provision in this booklet is governed by the terms of the official plan documents for each policy. Eligible employees and dependents are covered as follows:

1. Coverage of employees commences on the first day of the month following the date of hire. This is in accordance with current benefit plan requirements that may be modified.
2. Enrolled dependents are covered on the date the employee's insurance is effective or on the date an individual becomes a dependent and is enrolled, whichever is later.
3. With the exception of employees terminated for gross misconduct, employees who lose health care benefits due to termination or a change in category of employment may continue to receive coverage at their own expense through Mesa Water's group policy in accordance with provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA).

#### E. Retirement Plan

Mesa Water contracts with California Public Employees Retirement System (CalPERS), which provides benefits to eligible employees upon retiring and, in addition, benefits to eligible employees who become permanently disabled prior to retirement.

## F. Tuition Assistance

### 1. Purpose

In order to encourage full-time Mesa Water employees to develop and improve their job-related skills through continuing education, Mesa Water has established a plan of tuition assistance for employee education.

### 2. Eligibility

- a. To be eligible to participate, employees must have completed six-months of employment with Mesa Water.
- b. The course(s) must be approved in advance by the employee's department manager and the General Manager or designee prior to enrollment. Eligible courses must:
  - (1) Relate directly to the employee's present assignments at Mesa Water;
  - (2) Not conflict with the employee's regular work schedule, unless approved by the General Manager; and
  - (3) Be given by an accredited or approved college or school which offers full credit toward a degree for such courses. Correspondence courses will be approved, provided they are given by an accredited college which offers full credit toward a degree for such courses.

### 3. Reimbursement

Employees, who receive prior approval for courses or a program, continue to be employed by Mesa Water, and achieve a final grade of "C" or better will be reimbursed on a semester or course basis, whichever is applicable, at no more than the California State University rates for California residents for the cost of tuition, normal fees, and books.

## G. Career Development

Employees who have completed at least one year of service with Mesa Water may be eligible for tuition assistance for additional college courses, which while not directly related to their current job, are part of an approved degree or certificate program. Tuition reimbursement approval for these courses shall be dependent upon pre-approval by the General Manager or designee and submission of an Annual Career Development Plan, and subject to the same reimbursement rules as the Tuition Assistance Program.

## H. Certification and License Reimbursement

1. Many of Mesa Water's job descriptions require certification from various agencies, such as the American Water Works Association, the County of Orange, the Department of Public

Health, the State of California and the Department of Motor Vehicles. To encourage employees to obtain the required certification and to promote advancement from within Mesa Water, a certification reimbursement program has been established.

2. Application fees associated with any examination taken for the first time, including all certification upgrades will be paid by the employee. The employee will be reimbursed by Mesa Water upon presenting proof of successfully passing the exam and obtaining the certification.
3. Renewal fees for certification currently held by employees will be paid by Mesa Water directly to the certifying agency. It is the employee's responsibility to submit the certification renewal notice from the State for payment within a timely manner of receipt, as the Regulations require that renewal fees be paid at least four (4) months before the expiration date. Mesa Water will not pay any late fees incurred by employees because of untimely submission of fee invoices to District officials for any reason.
4. Class A driver's license fees will be paid by Mesa Water directly to the Department of Motor Vehicles. Likewise, Mesa Water will make payment directly to the physician providing the physical examination portion of the test. If an employee fails the written or driving portion of the Class A test, the employee will be required to pay any future fees for re-testing, until he/she successfully passes. If the employee fails to pass the written or driving portions of the test prior to termination of employment, the employee will be required to reimburse Mesa Water for any fees Mesa Water had previously paid to the Department of Motor Vehicles on the employee's behalf.
5. Employees are responsible for enrolling, participating in, and tracking any/all required training to obtain and maintain the certificates or licenses required to perform their jobs. If the contact hour training is provided by Mesa Water on work time, or if Mesa Water requires an employee to attend a specific program or class, then the fees and time to attend the class will be paid by Mesa Water. Coursework obtained from accredited colleges or universities are subject to tuition assistance as provided for in Chapter VII, Section F.
6. Technical Certification Incentive Program awards an annual payment each December to employees who hold one or more current and valid certification(s), issued by the California Department of Public Health (DPH) and/or American Water Works Association (AWWA), at a rate of \$100 for each certification level above the minimum required in their job specification. Where the employee's job specification does not indicate a minimum certification level, the maximum annual payment will be \$100 per DPH or AWWA certificate held. Same certifications from different agencies will only be eligible for this program once.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Technical Certification Incentive Program and Professional Certification Incentive Program pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(2) Educational Pay, Educational Incentive.



7. Professional Certification Incentive Program (PCIP) awards a \$500 one-time payment to an employee who, while employed by Mesa Water, completes an educational course of study or program resulting in a college degree or relevant professional certification, which was approved in advance for the PCIP by Mesa Water's General Manager. Upon completion of the degree or professional certification, and upon verification by Human Resources, then payment will be awarded to the employee and the employee will be recognized at the next scheduled All-Employee Event.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Technical Certification Incentive Program and Professional Certification Incentive Program pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(2) Educational Pay, Educational Incentive.

#### I. Uniforms

All employees who are provided with uniforms, or receive an annual allowance for safety boots, are required to wear them at all times on the job. Uniforms and safety boots must be clean and in good condition.

- a. Mesa Water employees are allowed up to \$400 per fiscal year to purchase approved safety boots.
- b. Mesa Water will reimburse one boot insert per safety boot purchased, as long as the total does not exceed \$400.
- c. Should employees' purchased boots become unusable before the fiscal year is over, they will be eligible to purchase new boots with a new \$400 limit.
- d. Employees will need to bring in their old boots for supervisor/manager verification and complete the Boot Reimbursement Form in order to be reimbursed.
- e. Any falsification of information by employees found during the Boot Reimbursement Program will result in said employee being subject to discipline including and up to, termination.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571) FOR CLASSIC MEMBERS ONLY as defined by the Public Employees' Pension Act of 2013, the monetary value of the rental and maintenance of the required uniforms shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(5) Statutory Items, Uniform Allowance.

#### J. Service Awards

Upon completion of one (1) year and each five (5) year segment of service, employees are presented an appropriate service award by Mesa Water. For calculating years of service, the total number of years worked are counted regardless if a break in service occurs. Service awards will be recognized in the calendar year in which the anniversary date falls.

## VIII. LAYOFF AND RECALL

### A. Layoff

1. In the event a reduction in Mesa Water's labor force becomes necessary, Mesa Water will determine employees who are to be laid off, with consideration given to work needs, work performance and length of continuous employment.
2. Mesa Water will first determine the classifications from which employees subject to layoff will be drawn. All employees in the selected classifications will be subject to layoff, except employees who have special or unique skills essential to District operations. Part-time, temporary, and new probationary employees in classifications from which positions are to be eliminated will be subject to layoff or termination prior to regular employees.
3. Work performance will be the primary determinant of the order of layoff among employees subject to layoff. Employees whose performance is the least satisfactory will be laid off first. Among employees whose work performance is relatively equal, those employees with less continuous employment will be laid off first. Performance will be determined by a review of the employee's last performance evaluation and disciplinary actions, if any, during the last two (2) years.

### B. Displacement/Bumping Rights

Regular employees who have been designated for layoff but have held regular status in a lower level classification within the same classification series or department may displace employees in the lower classification provided the employee displacing has greater classification length of service than the incumbent being bumped. The employee bumping must also have a satisfactory or better rating on the last performance evaluation. If an employee in the higher classification has not held status in a lower classification or does not meet the qualifications of the lower classification, then no displacement options will become available to that individual.

### C. Reemployment List

1. Regular employees who have received a "meets standards" or better performance evaluation for all of the twelve (12) months prior to layoff, have completed their probationary period, have not been denied a merit increase during the twelve (12) months prior to layoff, and who have been laid off will be placed on a reemployment list for the classification from which they were laid off.
2. Employees laid off for a continuous period in excess of one (1) year shall no longer be eligible for recall, and their names shall be removed from the reemployment list. However, an employee may request that his/her name be retained on the list for an additional year if the request is received prior to the end of the one (1) year period.

#### D. Recall

1. When new jobs are created or vacancies occur, Human Resources will determine whether there are employees on the reemployment list or employees who have been given notice of intended layoff and who are qualified to fill such jobs. For purposes of this section, “qualified” is defined as an employee who held a regular position with Mesa Water at the time of layoff, has received a “meets standards” or better performance evaluation for all of the twelve (12) months prior to the layoff or to receiving a notice of intended layoff, has not been denied a merit increase during the twelve (12) months prior to layoff and meets all of the minimum requirements for the new or vacant position. In cases where there is no current performance evaluation on file, the most recent performance evaluation will be used.
2. Employees on the reemployment list are eligible to be recalled in reverse order of layoff, first, to a position in the class from which they were laid off. If no vacancies occur in their former class, and if they are qualified, they are eligible for recall to another position in a lower class.
3. An employee who is offered and refuses to accept a position in the class from which they were laid off, will lose all reemployment rights under these rules.

## IX. SAFETY

- A. The provisions of Mesa Water District's Safety Policies and Injury and Illness Prevention Program (Mesa Water's Policy HSE-019) are adopted by reference and made part of these Rules & Regulations. Upon employment, employees are given a copy of Mesa Water's Injury and Illness Prevention Program document, made aware of the Safety Policies, and are required to comply with their provisions. Attendance at Mesa Water's safety meetings is mandatory unless otherwise approved by the appropriate department manager.
- B. Injuries sustained on the job must be reported to the injured employee's supervisor as soon as possible and within twenty-four (24) hours after the injury occurred.
- C. Employees are required to conform to District policies governing the operation of District vehicles and use of private vehicles for District business (Mesa Water District's Policy DM-013).

## **X. PERFORMANCE EVALUATIONS**

### **A. Evaluation Process**

Performance evaluation is an on-going process assessing individual employee performance as to such job-related factors of quantity, quality, and timeliness of work, efficiency, knowledge, working relationships, dependability, attendance, professionalism, communication skills, problem-solving ability, initiative, safety practices and other work related areas. An employee must give satisfactory performance and meet expected standards to be eligible for a merit increase, lump sum payment, or promotion. Deficiencies in performance by an employee may result in a decrease in salary, suspension, demotion or dismissal.

Department managers shall periodically provide feedback to their employees regarding their performance and rate the performance of each employee twice a year (progress reports in March and annual evaluations in September); provided, however, that the department managers may delegate the responsibility for rating the performance of specified employees in their departments to that employee's supervisor. Interim reports may be completed as necessary when changes in work performance occur. Each employee will be informed in such reports of strengths and weaknesses. The employee shall sign the report to acknowledge its contents. The employee will have the opportunity to respond to the performance evaluation within five (5) business days unless the department manager grants an extension. The performance reports will not be subject to any grievance and/or appeal procedure.

### **B. Problem Solving Process**

While performance evaluations are not subject to grievance, Mesa Water provides a problem-solving process to assure open lines of communication between employees and their supervisors, preferably at the lowest possible level within the department.

The problem-solving process includes the following steps:

1. An employee who disagrees with the performance evaluation may request a follow-up or second meeting with the evaluator for the purpose of providing additional information and requesting a modification. The employee must request the meeting, in writing, within five (5) business days of the date the employee received the evaluation. The evaluator will make a reasonable effort to schedule such a meeting within five (5) business days of the request. The employee may bring another employee for support at their option, but this individual may not serve as an advocate or an employee representative at this meeting. The name of the additional employee shall be provided to the evaluator in the written request for the meeting.

The employee and the evaluator shall meet in a spirit of cooperation and attempt to resolve any disagreements or questions. The evaluator may provide a written response to the employee within ten (10) business days of the meeting. This additional time may be necessary to research, process new/additional information and prepare a response. A copy of the above-referenced correspondence will be placed, along with the evaluation, in the

employee's personnel file.

2. An employee who is not satisfied with the written response from the evaluator, may request a meeting with the General Manager or designee to present the same information. Such request shall be made, in writing, within five (5) business days of receipt of the response from the evaluator. Every reasonable effort will be made to schedule a meeting within ten (10) business days of the request. The employee may bring another employee for support at their option, but this individual may not serve as an advocate or an employee representative at this meeting. The name of the additional employee shall be provided to the General Manager in the written request.

The employee and the General Manager shall meet in a spirit of cooperation and attempt to resolve any disagreements or questions. The General Manager may provide a written response to the employee within ten (10) business days of the meeting. This additional time may be necessary to research, process new/additional information and prepare a response. A copy of the above-referenced correspondence will be placed, along with the evaluation, in the employee's personnel file.

The decision of the General Manager shall be final.

NOTE: As permitted by the Rules and Regulations, Chapter X. Performance Evaluations, an employee shall have the right to submit a written response to the evaluation. If the problem-solving process is utilized, the time frame to submit this rebuttal/response may be increased from five (5) business days to an amount of time not to exceed thirty (30) days from the date the employee received the performance evaluation.

## **XI. GRIEVANCE PROCEDURE**

### **A. Purpose**

A grievance procedure has been established for the following purposes:

1. To promote improved employer/employee relations by establishing an appropriate means for determining the validity of grievances, i.e., Mesa Water has violated, misinterpreted, or misapplied an obligation to the employee as such obligation is expressed and written in these Rules and Regulations.
2. To provide a method of resolving such claims as closely as possible to the point of origin and as informally as possible.
3. To encourage communications between supervisors and employees.

### **B. Grievance Procedure Steps**

#### **1. Step One: Supervisor**

An employee who has a grievance shall first discuss it informally with the immediate supervisor within five (5) business days after the employee knew or in the exercise of reasonable diligence should have known of the occurrence of the cause for grievance.

#### **2. Step Two: Department Manager**

If the grievance is not resolved within five (5) business days after its submission in Step One, the employee may submit the grievance in writing to the department manager within five (5) business days thereafter. The department manager or designee will meet with the employee within five (5) business days after submission of the grievance and will deliver an answer in writing to the employee within five (5) business days after such meeting. At this and all subsequent steps in the grievance procedure, the employee has the right and option to present their grievance with or without a representative.

#### **3. Step Three: General Manager**

If the grievance is not resolved in Step Two, the employee may submit it in writing to the General Manager within five (5) business days after the department manager's answer is received. The General Manager or designee will meet with the employee within ten (10) business days after receiving the grievance and will deliver an answer to the employee in writing within ten (10) business days after such meeting. The decision of the General Manager shall be final. If the General Manager is directly involved in the incident, the grievance shall be heard by a neutral third party.

### C. General Provisions

1. Upon receiving an employee request, the General Manager or designee may approve the use of regular working hours for an employee to meet with a representative to prepare and present the grievance, otherwise such meeting must be held off the job.
2. If appeal is not made within the time limits indicated, the grievance will be considered to be settled on the basis of the last decision rendered. Any grievance not responded to within the prescribed time limits shown will automatically advance to the next step unless the time limit is extended by mutual agreement.
3. If the grievance relates to conduct covered under the District's Discrimination, Harassment, and Retaliation Policy and Complaint Procedure, then the complaint procedure of that policy should be followed (Mesa Water District's Policy DM-012).
4. Employees are assured freedom from reprisal for using the grievance procedure.



## **XII. DISCIPLINARY ACTION**

### **A. Cause for Disciplinary Action**

It is intended that discipline be imposed primarily for corrective purposes and to address deficiencies in work performance. The following is a non-exclusive list of the more common causes for disciplinary action:

1. Action or inaction contrary to the personnel system, Rules and Regulations and policies of Mesa Water District;
2. Inefficiency or incompetence;
3. Willful disobedience or insubordination;
4. Dishonesty;
5. Possession, distribution, sale, use, or being under the influence of alcohol or illegal drugs or narcotics while on duty or while operating a District vehicle or other potentially dangerous equipment;
6. Discourteous treatment of other employees or the public, or abuse of the employee's position in dealing with other employees or the public;
7. Conviction of a felony or misdemeanor where the type of crime is related to their employment;
8. Absence without approved leave;
9. Neglect of duty;
10. Failure to follow safe working practices or failure to promptly report an injury;
11. Disruptive, disorderly, or unfavorable conduct;
12. Mental or physical incapacity to perform duties, and if disabled are unable to be reasonably accommodated, or present a direct threat to the health and/or safety of self or of others;
13. Excessive absenteeism or tardiness;
14. Workplace violence or credible threats of violence;
15. Damage to, misappropriation or waste of public equipment, property, supplies, or other District resources due to negligence or willful acts;
16. Fraud in securing employment or making a false statement on an application for employment;

17. Abuse of sick leave, i.e., taking sick leave without a doctor's certificate when one is required, or misuse of sick leave;
18. An egregious act or pattern of poor professional judgment causing harm to Mesa Water; or
19. Other conduct not consistent with the employee's status as an employee of Mesa Water.

These reasons are indicative and not restrictive and discipline may be based on reasons other than those specifically mentioned above.

#### B. Kinds of Counseling, Reprimands, and Disciplinary Action

The following counseling, reprimands and disciplinary action may be taken against any employee either by the General Manager or designee:

1. **Written Counseling Notice:** A counseling memo will be provided to an employee to identify: a failure of appropriate conduct or performance issue; the performance the employee is to demonstrate in the future; and consequences for failure to correct the behavior or problem.
2. **Written Reprimand:** A written reprimand is written direction from a supervisory employee to discontinue inappropriate conduct or to correct a performance issue.
3. **Suspension:** An involuntary absence with or without pay
4. **Reduction in Pay,** temporary or permanent
5. **Demotion:** Movement from a position in one class to a position in another class having a lower salary range affected for disciplinary purposes.
6. **Dismissal:** Discharge from employment with Mesa Water

#### C. Notification of Proposed Disciplinary Action

Employees having "for cause" rights are entitled to the following procedure before a disciplinary action of suspension, reduction in pay, demotion, or dismissal is implemented:

1. The employee receives a preliminary written notice of the proposed action stating the date it is intended to become effective and the specific grounds and particular facts upon which the proposed action is based.
2. Along with this notice, the employee is provided with any known written materials, reports, or documents upon which the action is based.
3. The employee is notified of and has the right to respond informally, either orally, in writing or both, to the proposed charges within a reasonable time. (A copy of the notice will be sent to the General Manager.)

#### D. Administrative Review

All employees, with the exception of management, probationary, limited term, part-time and temporary employees shall have the right to an Administrative Review of a disciplinary suspension, salary reduction, demotion, or dismissal. Such review will be conducted by the General Manager or designee prior to the effective date of the disciplinary action unless unusual circumstances justify an effective date which makes prior review unfeasible. In this event, the review will be conducted within a reasonable period of time after the effective date of the disciplinary action. The employee will be provided copies of materials supportive of the disciplinary action and, if requested, permitted to appear personally before the reviewing officer. The employee will be informed of the decision of the Administrative Review with a final notice of discipline. An Administrative Review will not affect any rights the employee may have under provisions of the Grievance Procedure.

#### E. Hearing Officer Proceeding

Hearing Officer: A hearing officer shall be designated by the General Manager.

All employees, with the exception of management, probationary, limited term, part-time and temporary employees shall have the right to appeal from a final notice of discipline. The employee must submit the appeal in writing to the Chief Administrative Officer, who will forward the appeal to the designated Hearing Officer. The Hearing Officer will present his/her findings in the form of a recommendation to the General Manager, who will make a final decision. The request for an appeal in front of a Hearing Officer must be received no later than five (5) calendar days from the date of the final notice of discipline.

Date and Time of the Appeal Hearing – The Hearing Officer will set a date for an appeal hearing within a reasonable time after receipt of a timely written request for appeal. An employee who, having filed a timely request for appeal, has been notified of the time and place of the appeal hearing, and who fails to appear personally at the hearing, may be deemed to have abandoned his or her appeal. In such a case, the Hearing Officer may dismiss the appeal.

Identification of Issues, Witnesses and Evidence – No later than ten (10) days prior to the appeal hearing, each party will provide the other and the Hearing Officer a statement of the issues to be decided, a list of all witnesses to be called (except rebuttal witnesses), a brief summary of the subject matter of the testimony of each witness, and a copy of all evidence (except rebuttal evidence) to be submitted at the hearing. The District will use numbers to identify its evidence; the employee shall use alphabet letters. Neither party will be permitted to call any witness during the hearing who has not been identified pursuant to this section, nor use any exhibit not provided pursuant to this section, unless that party can show that they could not have reasonably anticipated the need for the witness or exhibit. The Hearing Officer will state at the beginning of the hearing the decision as to the precise issue(s) to be decided.

Procedures – The Hearing Officer will explain the procedure that is to be followed including:

1. All disciplinary hearings may, at the discretion of the parties, be either recorded by a court reporter or tape recorded. Any party who requests a transcript of the proceedings must pay for his/her/its own copy of a transcript.
2. Witnesses shall be excluded from the room until their own testimony has been completed and they are released from any possibility of being recalled as witnesses from the current or future proceeding.
3. The Hearing Officer will administer an oath or affirmation to all witnesses.

Each party shall have the right to the following: To call and examine witnesses, present exhibits, introduce exhibits, cross-examine opposing witnesses on any matter relevant to the issues even if that matter was not covered in the direct examination, impeach any witness regardless of which party first called the witness to testify and rebut the evidence against the witness. If the employee does not testify in his/her own behalf, the employee may be called and examined as if under cross-examination.

Exhibits – Documents offered as exhibits are subject to objection by the other side. The Hearing Officer will rule upon objections to documents. The Hearing Officer will also determine when a document will be received as an exhibit. The other party, the Hearing Officer, and the witness shall be presented a copy of an exhibit, if offered.

Conduct of the Hearing – The hearing need not be conducted according to technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which responsible persons are accustomed to rely on in the conduct of serious affairs, regardless of the existence of any common law or statutory rule, which might have made improper the admission of such evidence over objection in civil actions. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in and of itself to support a finding, unless hearsay exemption applies. The rules dealing with privileges shall be effective to the same extent that they are now or hereafter may be recognized in civil actions.

After witnesses and documents have been presented, the Hearing Officer will declare that the receipt of evidence is concluded and the Hearing Officer is ready to proceed with summary and argument of the parties.

Burden of Proof at the Hearing – The District has the burden of proof by a preponderance of the evidence.

Hearing Demeanor and Behavior – All parties and their attorneys or representatives shall not, by written submission or oral presentation, disparage the intelligence, ethics, morals, integrity or personal behavior of their adversaries or the Hearing Officer.

Presentation of the Case – The parties will address their remarks, evidence, and objections, to the Hearing Officer. The Hearing Officer may terminate argument at any time and issue a ruling regarding an objection or any other matter. The Hearing Officer may alter the order of witnesses,

limit redundant or irrelevant testimony, or directly question the witness. The hearing shall proceed in the following order unless the Hearing Officer directs otherwise:

1. The District shall be permitted to make an opening statement.
2. The employee shall be permitted to make an opening statement.
3. The District shall produce its evidence.
4. The employee shall produce his or her evidence.
5. The District, followed by the employee, may offer rebuttal evidence.
6. Closing arguments of no more than twenty (20) minutes shall be permitted at the discretion of the Hearing Officer. The District shall have the right to argue first, the employee may argue second, and the District may reserve a portion of its argument time for rebuttal.

Written Briefs by the Parties – The Hearing Officer or the parties may request the submission of written briefs. The Hearing Officer will determine whether to allow written briefs, the deadline for submitting briefs, and the page limit for briefs.

Findings – The Hearing Officer shall render a statement of findings and recommendation to the General Manager within fourteen (14) days after the hearing has been completed and the briefs, if any, have been submitted. The decision of the General Manager is final.

Proof of Service of the Written Findings and Decision – The General Manager shall send his/her final statement of written findings and decision, along with a proof of service of mailing, to each of the parties and to each of the parties' representatives.

Statute of Limitations – The General Manager's written findings and decision is final. There is no process for reconsideration. Pursuant to Code of Civil Procedure Section 1094.6, the parties have ninety (90) days from the date of the proof of service of mailing of the written findings and decision to appeal in the Superior Court of County of Orange.

#### F. Record of Disciplinary Action

Written Warnings, as set forth in Section B., which have been included in an employee's personnel file for one (1) year or more may be destroyed, upon request of the employee, provided that during the period since the issuance of such warning(s), the employee's conduct and job performance has been satisfactory.

### **XIII. EMPLOYEE RIGHTS**

#### **A. Employee Rights**

Mesa Water and the Mesa Water District Employees Association (MWDEA), associated with the Orange County Employees Association (OCEA), recognize the rights of unit members to form, join, and participate in the activities of the employee organization for the purpose of representation on all matters of employer-employee relations. The scope of representation shall include all matters relating to employment conditions and employer-employee relations including, but not limited to, wages, hours and other terms and conditions of employment. (GC Sections 3502, 3504).

#### **B. Payroll Deductions**

1. Membership dues and authorized health insurance premiums of MWDEA/OCEA members in the Represented Unit shall be deducted from employee's pay on the regular pay cycle provided that the employee has given written authorization for such deduction to MWDEA/OCEA. Mesa Water shall transmit the dues and the premiums after the pay date, in accordance with the regular accounting/payroll process. In the event of a payroll delay from the outside vendor, Mesa Water will advise the organization and seek to remedy the problem as soon as practicable.
2. Mesa Water will notify MWDEA/OCEA by e-mail of the separation of members in the Represented Unit in a timely manner after they have completed their termination paperwork.
3. OCEA shall notify Mesa Water, in writing, as to the amount of dues deduction required prior to commencing the payroll deduction. In addition, should there be any change in the amount, responsibility for notifying employees and Mesa Water will be that of the employee organization.

#### **C. Employee Information Listing**

In compliance with AB 119, Mesa Water will provide OCEA with a listing of current employees who are in classifications represented by the Unit. This shall include the employees' names, job classifications, salary ranges and steps.

#### **D. Bulletin Boards**

Space on bulletin boards in the employee lunchrooms of both District buildings shall be made available to OCEA/MWDEA for the exclusive use of the Association. Such use shall not interfere with the operation of Mesa Water, nor shall any information be posted that is derogatory to District Board or management, employees or ratepayers. Posted notices shall be dated and signed or initialed by the authorized representatives of OCEA and/or MWDEA responsible for their issuance. Stale notices shall be removed.

## **XIV. EMPLOYEE REPRESENTATION**

### **A. Grievance Representation**

An employee of Mesa Water District may choose to be his/her own representative or may be represented by MWDEA/OCEA in the grievance procedure.

### **B. Authorized Grievance Representatives**

Authorized grievance representatives will be either OCEA staff or regular employees. Should they be regular employees, they shall be in the same Representation Unit at Mesa Water District, who are members of the MWDEA and designated by OCEA to be representatives in the process. They shall have at least satisfactory performance evaluations and attendance and be knowledgeable about the duties of the affected employee who is being represented.

Upon request, OCEA shall send to Mesa Water a notice in writing informing the District of any changes to the authorized representatives of the employees, and/or list of those representatives who have received training in representing employees and are authorized by OCEA to do so on behalf of the organizations.

### **C. Number of Representatives**

Representation at the informal and first steps of the grievance procedure shall be limited to one (1) authorized representative, but request for such representation must be made in advance.

### **D. OCEA Attendance**

If an employee chooses not to be represented by OCEA, OCEA staff may request that Mesa Water permit them to be present at meetings above Step 1 of the grievance procedure. However, the purpose would be solely to protect its duty of fair representation and not to comment on the substance of the grievance itself.

### **E. Time Off**

Reasonable time off without loss of pay will be given to an employee and an authorized representative for the following purposes: to meet to prepare and/or resolve a grievance, to conduct relevant research on the potential grievance issues or to attend an appeal hearing. Advance approval for release time shall be obtained from the appropriate department manager.

### **F. Requirements of Time Off**

The following requirements shall apply, at all times:

1. The grievant and one authorized representative shall obtain permission for the time needed to meet, if during the regular scheduled work hours, and define the location of the meeting.

2. They shall make effective use of the release time from work and if there is any question regarding the appropriateness of the use of time, the representatives will respond to the General Manager or designee on the matter.
3. While the work time off shall not be disruptive to the work of the unit or interfere with the work, Mesa Water's management will make an effort to cooperate with a reasonable request, so long as it is made in advance.

#### G. Good Faith Effort

Both parties agree that this article shall be applied in good faith, with the mutual goal of assuring good communication and effective resolution of problems.

DRAFT



**RESOLUTION NO. 14731594**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING REVISED EMPLOYEE RULES AND REGULATIONS  
SUPERSEDING RESOLUTION NO. 14471473**

WHEREAS, Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of ~~according to~~ California (State or California) Law; and

WHEREAS, it is the desire of the Board of Directors (Board) to state in a clear and understandable manner the Employee Rules and Regulations of Mesa Water in order that its employees become and remain familiar with the policies relative to employment and promotional practices, compensation, benefits, performance evaluations, disciplinary action, grievance procedures, and other rights of Mesa Water employees in compliance with the laws of the State of California and federal government, and other items relevant to sound human resources practices.

WHEREAS, the Board desires to affirm that, in accordance with the Resolution pertaining to Delegation of Authority to the General Manager, the General Manager may clarify, interpret, and/or revise these Employee Rules and Regulations.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

1. **Section 1.** The foregoing recitals are true and correct and are incorporated herein by this reference. ~~The Employee Rules and Regulations are attached hereto as Attachment A and are incorporated herein by this reference.~~
2. **Section 2.** This Resolution shall be effective upon adoption and shall be in accordance with Attachment A, Employee Rules and Regulations.
3. **Section 3.** The Employee Rules and Regulations for employees of ~~the~~ Mesa Water District shall be effective beginning on the business day immediately following adoption of this Resolution.
4. **Section 4.** This Resolution shall supersede Resolution No. 1447 1473 and all other pertinent resolutions and actions of the Board, as well as all other Mesa Water Employee Rules and Regulations, with regard to Employee Rules and Regulations.

ADOPTED, SIGNED AND APPROVED this ~~19th-22nd~~ day of May ~~2016-2024~~ by the following roll call vote.

AYES:	DIRECTORS:	<del>Atkinson, Bockmiller, Fidler, Temianka, Dewane</del>
NOES:	DIRECTORS:	
<del>ABSTAIN:ABSENT:</del>	DIRECTORS:	
<del>ABSENT:ABSTAIN:</del>	DIRECTORS:	

---

Shawn Dewane  
President, Board of Directors

---

~~Coleen L. Monteleone~~ Denise Garcia,  
District Secretary  
~~District Secretary~~

**RESOLUTION NO. 14731594**

**ATTACHMENT A**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING REVISED EMPLOYEE RULES AND REGULATIONS  
SUPERSEDING RESOLUTION NO. 14471473**

Employee Rules and Regulations  
May ~~19, 2016~~ 22, 2024

DRAFT



---

# EMPLOYEE RULES & REGULATIONS

---

Adopted: ~~May 19, 2016~~ May 22, 2024

# TABLE OF CONTENTS

## I. GENERAL PROVISIONS

A. ADOPTION OF EMPLOYEE RULES AND REGULATIONS .....	I-41
B. COVERAGE OF RULES AND REGULATIONS.....	I-44
C. EQUAL OPPORTUNITY EMPLOYMENT POLICY.....	I-44
D. <del>NON</del> -DISCRIMINATION, HARASSMENT, AND/OR RETALIATION POLICY .....	I-15
E. REASONABLE ACCOMMODATION POLICY .....	I-25
F. ETHICS AND APPROPRIATE BUSINESS PRACTICES .....	I-25
G. WHISTLEBLOWER POLICY.....	-5
H. EMPLOYEE ACCEPTANCE OF POLICIES AND REVISIONS TO RULES AND REGULATIONS .....	5

## II. DEFINITIONS ..... II-16

## III. GENERAL EMPLOYMENT POLICIES

A. CATEGORIES OF EMPLOYMENT.....	III-11
B. HIRING AND PROMOTION .....	III-212
C. PROBATIONARY PERIODS.....	III-15
D. TRANSFERS.....	1III-6
E. REINSTATEMENT .....	1III-6
F. OUTSIDE EMPLOYMENT .....	1III-6
G. TRAINING AND DEVELOPMENT.....	1III-7
H. PERSONNEL RECORDS .....	III-17
I. TERMINATION OF EMPLOYMENT.....	III-17

## IV. HOURS OF WORK

A. WORK SCHEDULES AND WORK PERIODS .....	IV-19
B. MEAL PERIODS.....	IV-20
C. REST PERIODS.....	IV-20
<del>C</del> .D.....	MAND
ATORY REST PERIODS.....	-21

## V. POSITION CLASSIFICATION ..... 22V-1

## VI. PAY

A. COMPENSATION POLICY .....	VI-123
B. SALARY RANGES .....	VI-123
C. MERIT INCREASES.....	VI-123
D. PAYMENT OF COMPENSATION.....	VI-225
E. OVERTIME .....	VI-325
F. STANDBY DUTY.....	VI-427
G. ESTABLISHMENT OF RATES OF PAY .....	VI-628

## VII. ATTENDANCE, LEAVES, AND BENEFITS

A. VACATIONS.....	VII-132
B. HOLIDAYS.....	VII-334
C. LEAVES.....	VII-536
D. INSURANCE.....	VII-
1244	
E. RETIREMENT PLAN.....	VII-

	1344	
F. TUITION ASSISTANCE .....		<del>VII</del>
	1344	
G. CAREER DEVELOPMENT .....		<del>VII</del>
	1445	
H. CERTIFICATION AND LICENSE REIMBURSEMENT .....		<del>VII</del>
	1445	
I. UNIFORMS .....		<del>VII</del> 15

**TABLE OF CONTENTS**

I. UNIFORMS .....		47
J. SERVICE AWARDS .....		47 <del>VII</del>
	46	

DRAFT

# ~~TABLE OF CONTENTS~~

## VIII. LAYOFF AND RECALL

A. LAYOFF .....	VIII-148
B. DISPLACEMENT/BUMPING RIGHTS .....	VIII-148
C. REEMPLOYMENT LIST .....	VIII-148
D. RECALL .....	VIII-249

## IX. SAFETY ..... IX-150

## X. PERFORMANCE EVALUATIONS

A. EVALUATION PROCESS .....	X-151
B. PROBLEM SOLVING PROCESS .....	X-151

## XI. GRIEVANCE PROCEDURE

A. PURPOSE .....	XI-153
B. GRIEVANCE PROCEDURE STEPS .....	XI-153
C. GENERAL PROVISIONS .....	XI-254

## XII. DISCIPLINARY ACTION

A. CAUSE FOR DISCIPLINARY ACTION .....	XII-155
B. KINDS OF <b>COUNSELING, REPRIMANDS, AND</b> DISCIPLINARY ACTION .....	XII-256
C. NOTIFICATION OF PROPOSED DISCIPLINARY ACTION .....	XII-256
D. ADMINISTRATIVE REVIEW .....	XII-357
E. HEARING OFFICER PROCEEDING .....	XII-357
F. RECORD OF DISCIPLINARY ACTION .....	XII-559

## XIII. EMPLOYEE RIGHTS

A. EMPLOYEE RIGHTS .....	XIII-160
B. PAYROLL DEDUCTIONS .....	XIII-160
C. EMPLOYEE INFORMATION LISTING .....	XIII-160
D. BULLETIN BOARDS .....	XIII-160

## XIV. EMPLOYEE REPRESENTATION

461 A. GRIEVANCE REPRESENTATION .....	XIV-
461 B. AUTHORIZED PROBLEM-SOLVING REPRESENTATIVES .....	XIV-
461 C. NUMBER OF REPRESENTATIVES .....	XIV-
461 D. OCEA ATTENDANCE .....	XIV-
461 E. TIME- OFF .....	XIV-
461 F. REQUIREMENTS OF TIME- OFF .....	XIV-
461 G. GOOD FAITH EFFORT .....	XIV-
262	

## I. GENERAL PROVISIONS

### A. Adoption of Employee Rules and Regulations

These Employee Rules and Regulations (**Rules and Regulations**) establish the personnel system for the Mesa Water District, hereinafter referred to as “District” or “Mesa Water®”. The Board of Directors has authority to adopt these Rules and Regulations and all additions, deletions, amendments or other changes to these Rules and Regulations. These Rules and Regulations supersede and replace all previous **District Employee** Rules and Regulations. Mesa Water also follows provisions of the Memoranda of Understanding (MOU), which cover wages, hours and working conditions. If a provision of these **rules-Rules and Regulations** conflicts with any provision of the MOU, the provision of the MOU will be deemed controlling unless the rules have been negotiated more recently. In addition, there will be work rules, policies and practices that will apply within work units.

These **Employee** Rules and Regulations do not create any contract of employment, express or implied, or any rights in the nature of a contract.

**The District retains full and exclusive authority and discretion to modify these Rules and Regulations at any time in accordance with law.**

### B. Coverage of Rules and Regulations

These Rules and Regulations apply to all Mesa Water employees unless specifically noted as excluded.

### C. Equal Opportunity Employment Policy

Mesa Water subscribes to the public policies of the United States and the State of California as expressed in all applicable statutes that protect the right and opportunity of all persons to seek, obtain and hold employment without discrimination because of race, religious creed, color, age (**40 and over**), **sex**/gender, gender identity or expression, sexual orientation, physical or mental disability, medical condition, national origin, ancestry, genetic information or characteristics, marital status, **disability, military or veteran status, request for protected leaves, filing a charge of discrimination or participating in a discrimination investigation**, or any other basis protected by law.

Mesa Water will afford equal employment opportunity to all qualified applicants and employees as to terms and conditions of employment, including recruitment, selection, offers of employment, training, promotion, compensation, transfer, discipline, and termination. **Any employee, volunteer, or applicant who believes they have experienced any form of employment discrimination or abusive conduct are encouraged to report the conduct immediately by using the complaint procedure outlined in Mesa Water District's Discrimination, Harassment, and Retaliation Policy and Complaint Procedure.**



D. ~~Non~~-Discrimination, Harassment, and/~~or~~ Retaliation Policy

Mesa Water District maintains a strict policy prohibiting all forms of discrimination and/or discriminatory harassment in the workplace. This policy applies to all regular, probationary, part-time, ~~limited~~ term and temporary employees, management, supervisors, Board members and contractors working with Mesa Water. Disciplinary action will be taken against any employee, supervisor, ~~department~~ manager or otherwise, who engages in discrimination and/or discriminatory harassment in the workplace. (See Mesa Water District's detailed ~~Non~~-Discrimination, Harassment, and/~~or~~ Retaliation Policy and Complaint Procedure.)

#### E. Reasonable Accommodation Policy

Mesa Water will comply with the employment-related reasonable accommodation requirements of the California Fair Employment and Housing Act and the Americans with Disabilities Act.

#### F. Ethics and Appropriate Business Practices

Mesa Water expects all employees to conduct themselves according to high standards of ethical behavior and use only appropriate and permissible business practices. These Rules and Regulations are intended to outline these guidelines, and all employees will be expected to hold themselves and their actions to these standards.

#### G. Whistleblower Policy

Mesa Water prohibits District employees from taking any retaliatory adverse employment actions due to an employee filing a whistleblower complaint and protects employees pursuant to requirements set forth in the Labor Code. The District will investigate any alleged adverse action in connection with a whistleblower complaint.

#### H. Employee Acceptance of Policies and Revisions to Rules and Regulations

As a condition of employment, the District requires that each employee read, and if necessary, request clarification regarding these Rules and Regulations.

Each employee must sign a statement of receipt acknowledging the following: (1) they have received a copy or have been provided access to the Rules and Regulations; and (2) they understand that they are responsible for reading and becoming familiar with the contents of the Rules and Regulations, as they are currently drafted as well as with all subsequent revisions to the Rules and Regulations.

## II. DEFINITIONS

The following terms, whenever used herein, will be defined as follows:

**Advancement:** A salary increase within the limits of the pay range established for a classification.

**Anniversary Date:** The date of appointment, employment, reinstatement or recall to a position, unless otherwise provided herein.

**Applicant:** Any person submitting a formal completed ~~and signed~~ application for employment with Mesa Water District.

**Appointment:** The employment of a person ~~to in~~ a position.

**At-Will Employee:** An employee who does not acquire a property interest in the position held and can be terminated without cause or right ~~of~~ appeal. -Management, certain designated supervisory and confidential employees, part-time, temporary, and probationary employees are considered at-will employees and serve at the pleasure of the General Manager.

**Base Salary or Base Pay:** An employee's ~~regular~~ rate of pay, excluding overtime and any other fringe benefits.

**Break in Service:** Resignation, discharge, layoff of the employee (if not rehired within one (1) year of layoff), unapproved leave of absence, or approved leave of absence from which the employee fails to return to work.

**Business Day:** Any day Mesa Water is open for business, which normally includes Monday through Friday, except ~~observed-recognized~~ holidays.

**CFRA:** The California Family Rights Act (State law).

**Classification (Class):** All positions sufficiently similar in duties, ~~knowledge, skills, -and-abilities,~~ ~~and qualifications,~~ authority, responsibility and working conditions to permit grouping under a common title and to permit the application with equity of common standards of selection, transfer, promotion, and compensation.

**Classification Level (Level):** Generally designated by an "I" for the entry/~~assistant~~ level or an "II" for the journey-level within a single classification title. Each level is associated with different maximum pay rate based on the minimum experience, ~~education,~~ job knowledge, and/or certifications to qualify for consideration.

**Classification Specification:** The written description of a job classification setting forth ~~duties,~~ ~~knowledge, skills, abilities, qualifications~~~~factors~~ and conditions, which are essential functions of positions in a classification.

**Classification Plan:** Systematic framework of grouping jobs into classifications based on similarities in duties and qualifications~~The designation of a title for each classification, together with the specifications for each classification~~, as prepared and maintained by Human Resources.

**Compensation:** The salary, wage allowances and other forms of valuable considerations, earned by or paid to any employee by reason of service in any position.

**Continuous Service:** Employment with Mesa Water without break or interruption. Neither vacation leave, sick leave, bereavement leave, military leave, jury leave, nor any other authorized absence, whether with or without pay, will be construed as a break or interruption in employment unless expressed as part of an agreement or a condition of an extended leave of absence. In all instances when determining eligibility based upon length of continuous employment, the measurement shall begin with the employee's most recent date of hire.

**Demotion:** The movement of an employee from one job classification ~~or level~~ to another having a lower maximum rate of pay.

**Discipline:** Dismissal, demotion, suspension, and reduction of pay, ~~written reprimand or formal written warning~~ related to actions by an employee for unfavorable conduct or violations of Mesa Water's rules, regulations, or policies.

**Dismissal:** Discharge or involuntary termination of employment.

**Displacement:** An action whereby an employee with greater seniority in a classification takes the position of another employee who has less classification seniority.

**District:** Mesa Water District

**Domestic Partner:** A legally recognized partnership as described in the California Family Code Section 297, which is registered with the California Secretary of State.

**Eligibility List:** The list of candidates established after a recruitment has been conducted.

**Employee:** A person occupying a paid position in Mesa Water. This designation is not intended to include the Board of Directors or outside contractors/consultants.

**Exempt Employee:** An employee in a job classification which is considered exempt from the guidelines of the Federal overtime regulations under the Fair Labor Standards Act (FLSA), and as such, is not eligible for overtime pay.

**FLSA:** Fair Labor Standards Act (Federal law)

**FMLA:** Family and Medical Leave Act (Federal law)

**Full-Time Employee:** An employee whose normal assigned work hours equal an eighty-hour (80) pay period.



**Grievance:** A complaint that the bargaining agreement, rule, or policy has been violated. Note: Not all Mesa Water rules or policies are subject to a grievance procedure.

**Layoff:** The separation of employees from the active work force due to lack of work or funds, or the abolition of the position.

**Leave:** Absence of an employee from work.

**Non-Exempt Employee:** An employee in a job classification which falls within the Federal overtime law (FLSA), and as such, is eligible for overtime pay.

**Out-of-Class Pay:** Compensation given to an employee who is temporarily assigned to a position which is allocated a higher maximum rate of pay, and who is qualified to perform this work.

**Paid Status:** Paid status includes regularly scheduled work hours, paid sick leave, vacation, holidays, and compensatory time, but excludes overtime.

**Part-Time Employee:** An employee whose normal assigned work hours are fewer than forty (40) hours per work-week.

**Part-Time Partially Benefited Employee:** A category of at-will employees hired and scheduled to work part-time a minimum of twenty (20) hours per week on an ongoing basis. -Employees in this employment category may receive partial benefits as detailed in their employment offer letters and as permitted by Mesa Water's Employee Benefits Summary Handbook.

**Pay Period:** A pay period is a two-week period used for purposes of calculating and paying wages. Pay periods terminate each alternate Thursday.

**Position:** A combination of duties and responsibilities assigned or delegated by authority, requiring the full or part-time services of an employee.

~~**Probationary Employee:** A category of employment pertaining to new, full-time Mesa Water employees working within the initial twelve (12) month probationary period in designated job classifications. A probationary employee may be dismissed without cause during the initial twelve (12) month probationary period.~~

**Probationary Period:** A working test period during which an employee is required to demonstrate fitness for the duties to which the employee is appointed by actual performance of the duties of the position.

- 1) New Employee - New, full-time Mesa Water employees serve an initial twelve (12) month probationary period during which they may be dismissed without cause. (Note: Management, certain designated supervisory and confidential employees, part-time, and temporary employees are considered "at-will" employees and do not serve a probationary period.)
- 2) Promotion/Transfer - Mesa Water employees who ~~have achieved status as a Regular~~

~~employee and~~ are promoted or transferred to a different classification or level serve a six (6) month probationary period, which is specific to the new classification/level and ~~—~~affects the employee's status as a regular employee. Failure to successfully pass the promotion/transfer probationary period may result in the employee being returned to his/her previously held classification/level.

**Promotion:** The movement of an employee from one position to another, which is allocated to a higher maximum rate of pay.

**Recall List:** A list of regular employees who have been laid off from District employment pursuant to these Rules and Regulations.

**Reclassification:** A reassignment or change in allocation of an individual position by raising it to a higher classification, reducing it to a lower classification or moving it to another classification at the same salary level, on the basis of a reevaluation of the kind, difficulty, or responsibility of duties performed and/or the minimum qualifications in such position.

**Reduction (in pay):** A decrease in salary within the pay range established for a classification.

**Regular Employee:** A category of employment pertaining to full-time employees who have successfully completed the initial twelve (12) month probationary period in particular classifications, and have been retained in employment with Mesa Water as hereafter provided by these Rules and Regulations.

**Reinstatement:** The re-employment without examination of a former regular full-time employee within one (1) year following layoff or separation from employment with Mesa Water.

**Resignation:** The voluntary termination by an employee from employment with Mesa Water.

**Selection Process:** The process of testing, evaluating, investigating, and/or determining the fitness and qualifications of applicants.

**Seniority:** The total amount of actual continuous service for a full-time employee, excluding breaks in service as defined in these Rules and Regulations.

**Standby Call-Out:** An after-hours service call that requires the Standby Duty employee to visit the location in person, rather than responding by telephone, radio, computer, or other electronic means.

**State Disability Insurance (SDI):** SDI is a partial wage-replacement insurance plan for California workers, funded through employee payroll deductions, and consisting of two programs: 1) the Disability Insurance (DI) program established for workers who suffer a loss of wages when they are unable to work due to a non-work related illness or injury, or a medically disabling condition from pregnancy or childbirth, and 2) the Paid Family Leave (PFL) program established for workers who suffer a loss of wages when they need to take time off from work to care for a seriously ill child, spouse, registered domestic partner, or to bond with a new minor child.

**Suspension:** The temporary separation from Mesa Water service of an employee, with or without pay, for disciplinary purposes.

**Temporary Employee:**

- 1) **Seasonal:** An at-will employee who works either part or full-time on a temporary basis, and whose position is funded on a seasonal or other limited time period basis normally not to exceed 960 hours in a fiscal year-  
4)
- 2) **Limited –Term Employee:** An at-will employee who normally works full-time for the term of a project or assignment.

**Termination:** Separation from employment with Mesa Water.

**Transfer:** A change of an employee from one position to another position in the same classification, or in a comparable classification, or from one department **or section** to another.

**Vacancy:** Budgeted position not occupied by an employee.

**Workday:**– The number of hours an employee in each position is scheduled to work on each Business Day as set forth in department procedures, exclusive of overtime hours.

**Work Week:** From 12:00 a.m. on Friday to 11:59 p.m. on Thursday. ~~midday (four (4) hours into the scheduled shift) on Friday to midday the following Friday.~~



### III. GENERAL EMPLOYMENT POLICIES

#### A. Categories of Employment

##### 1. Probationary Employees

A probationary employee is a new, full-time employee who is assigned to work eighty (80) hours per pay period and **who** has not completed the initial twelve (12) month probationary period. ~~required of job classifications which are not designated as "at-will."~~ The probationary period is an extension of the testing process and must be satisfactorily completed before regular status will be granted. While on initial probation, employees are at-will employees. **A probationary employee may be dismissed without cause during the initial twelve (12) month probationary period.**

##### 2. Regular Employees

Regular employees are full-time employees in designated classifications who are normally assigned to work eighty (80) hours per pay period and have completed the initial twelve (12) month probationary period as a new Mesa Water employee.

##### 3. Confidential Employees

Confidential employees are employees who are privy to confidential information used by Mesa Water in the conduct of labor negotiations and/or the addressing of issues with recognized employee organization representatives. Certain confidential employees in designated job classifications are considered at-will employees.

##### 4. Supervisory Employees

Supervisory employees have the authority to evaluate and make recommendations to hire, transfer, promote, evaluate, discipline, or assign other employees. Supervisory positions are normally filled by full-time employees. Depending on the job classification, supervisory employees may be at-will.

##### 5. Management Employees

Management employees serve at the pleasure of the General Manager and are considered at-will employees. As a management employee there is an expectation that there will be occasional work beyond the hours required of other full-time employees. Management employees do not receive overtime pay but may be compensated under salary and benefits plans that are different from those applicable to other employees.

##### 6. Part-Time Partially Benefited Employees

Part-time partially benefited employees are at-will employees who are hired to work a minimum of twenty (20) scheduled hours per week on an ongoing basis. Employees in this

category may receive partial benefits as detailed in their employment offer letters and as permitted by Mesa Water District's Employee Benefits Summary Handbook.

## 7. Temporary Employees

Temporary employees are at-will employees hired to work for a limited period of time in order to meet seasonal or other short-term labor needs.

- a. Seasonal Employee / Intern: A category of at-will employee who works either part or full-time on a temporary basis, and whose position is funded on a seasonal or other limited time period basis normally not to exceed 960 hours in a fiscal year. Seasonal employees are paid only for hours worked, and do not participate in benefit or leave plans (with the exception of sick leave).
- b. Limited -Term Employee: A category of at-will employee who works either part or full-time and who is hired for a period of time based upon the project or assignment to be done. Limited term employees may receive benefits as designated in their employment contracts.

## B. Hiring and Promotion

### 1. Posting New Jobs and Vacancies

- a. When new jobs are created or vacancies occur, Mesa Water will first attempt to fill them through the recall procedure (See Section VIII(D)-Layoff and Recall).
- b. If new jobs or vacancies are not filled through recall, Human Resources may ~~open post job bulletins on District bulletin boards that the positions are available to be filled by promotion~~ open the recruitment to internal Mesa Water employees only. ~~This~~ The job ~~bulletin flyer~~ will specify the title and salary range of the position, the nature of the work, the required/desired qualifications, the date, and time of posting and the final ~~application filling~~ deadline.
- c. If Mesa Water desires a broader base ~~or determines there is not a competitive internal candidate pool~~ from which to select a candidate, ~~outside advertising may be used~~ they may open the recruitment to the public. ~~Job bulletins -flyers announcing recruitment to the public these employment opportunities will also be posted on District bulletin boards.~~ be advertised internally to employees.
- d. Despite the procedures described in sections (a) through (c) above, Mesa Water may make emergency appointments to satisfy an immediate staffing need.

### 2. Selection

- a. Employees will be selected on the basis of their qualifications for the job and in compliance with laws prohibiting discrimination based on race, religious creed, color, age,

gender, gender identity or expression, **sex**, sexual orientation, physical or mental disability, **military/veteran status**, medical condition, national origin, ancestry, genetic information or characteristics, marital status or any other basis protected by law.

- b. The method of selecting a new employee may consist of an evaluation of application materials, written test, performance test, interview, verifications, medical **evaluationstests** and other job-related **evaluationstests** as the General Manager or designee deems necessary and appropriate.

~~b.c.~~ The  
candidates that pass all selection steps will be placed on an eligibility list from which a final selection will be made. Candidates will remain on the eligibility list for a duration of one year from the date of the final interview. Hiring managers with vacancies within that year may decide to select a candidate from an active eligibility list or open a recruitment.

~~c.d.~~ The  
General Manager or designee will make the final decisions as to hiring and promotion from ~~a-the~~ eligibility list ~~of qualified candidates~~ as recommended by ~~the~~ Human Resources Department.

~~d.e.~~ As  
part of the selection process, new **or reinstated** employees must pass a pre-placement **criminal background check and** physical examination. ~~-~~Specific job classifications may require a drug and/or alcohol screening **and Department of Motor Vehicle (DMV) check.**

### 3. Application for Employment

Job applications will be **made available online** ~~-made on forms provided by the~~ Human Resources ~~Department.~~ ~~-~~All applications must be completed in full and **submitted** ~~igned~~ by the person applying. ~~The~~ Human Resources ~~Department~~ will not process incomplete ~~or unsigned~~ applications. ~~-~~Applications for positions must be received on or before the final **designated applicationfiling** date to be considered.

After a prescribed time limit has expired, or periodically, if applications are taken on a continuous basis, ~~the~~ Human Resources ~~Department~~ will screen applications to determine those applicants who meet the minimum **or desired** qualifications for the vacant position. ~~-~~The selection process will be structured to select the applicant who is most highly qualified for the vacancy.

### 4. Disqualification of Applicants

- a. Causes for Disqualification. ~~-~~Mesa Water may reject an application, refuse to examine an applicant, remove the name of an applicant from hiring consideration, or refuse to employ an applicant who:

- (1) Does not meet the requirements set forth in the job ~~-bulletin~~flyer;

- (2) Is physically or mentally ~~unable~~~~unfit~~ to perform the essential functions of the job ~~even~~, with reasonable accommodation;
  - (3) Has been convicted of a felony or misdemeanor which, on a case-by-case analysis, is related in time and scope to the position in question, ~~and no mitigating circumstances exist, as except that such conviction may be disregarded if it is determined by the General Manager, or designee;~~ ~~that mitigating circumstances exist~~;
  - (4) Has been dismissed or resigned in lieu of discharge from any position for any cause which would be cause for dismissal from District service, or whose record of employment has not been satisfactory in District service or with any other agency or ~~entity~~~~firm~~;
  - (5) Has abandoned any position in District service or has been absent from duty without ~~approval or legally protected~~ leave of absence ~~duly granted~~;
  - (6) Has made knowingly material false statements or who has attempted any fraud or deception in connection with obtaining or retaining employment with Mesa Water;
  - (7) Refused to be fingerprinted;
  - (8) Has secured or attempted to secure confidential information concerning an examination which might give such applicant unfair advantage over other applicants;
  - (9) Refused to take or fails to pass the prescribed medical examination, which may include a drug and/or alcohol screening;
  - (10) Has separated from District employment ~~for cause and whose name appears on an employment list held exclusively for District employees~~;
  - (11) Has failed to produce proper documentation to show a legal right to work in the U.S.;
  - (12) Is a current user of illegal drugs ~~or controlled substance~~;
  - (13) Has failed to submit the employment application as specified by Mesa Water or within time limits; or
  - (14) For any material cause which, in the judgment of the General Manager or designee, would render the applicant unsuitable for the position.
- b. Notice of Disqualification. Human Resources will notify in writing any applicant who is disqualified.

## 5. Nepotism

Persons related to District employees will not be considered for District employment if such employment could result in a disruption of District business, negatively affect employee morale, or create adverse problems in the areas of safety, supervision, or security. -If a District employee enters into marriage or domestic partnership with another District employee, and in the opinion of the General Manager it is impossible or undesirable for both employees to continue in employment for a reason(s) noted above, one of the individuals involved must resign or be moved to another position which would eliminate the conflict. -In the event that the spouses are unable to determine between themselves which individual should resign, the individual with the least seniority will be dismissed.

## 6. Physical Examinations

- a. Once offered a position with Mesa Water, candidates for initial employment and employees rehired after layoff-separation must successfully pass a physical examination prescribed by Mesa Water.
- b. With the approval of the General Manager and upon direction of the department manager, any employee may be required to undergo a physical examination if it is determined that such exam is necessary and related to the performance of the job function.
- c. All physical examinations prescribed by Mesa Water will be performed by a licensed physician approved and paid for by Mesa Water.
- d. An applicant who disagrees with results of an examination administered by Mesa Water District's physician may submit, for District consideration, examination results from a physician of their choice.

## 7. Department of Motor Vehicles (DMV) Checks

Candidates for District positions which involve the operation of motor vehicles must ~~consent submit a current consent to a review of their DMV summary of their~~ driving record paid for by Mesa Water. -Subsequent to employment, ~~employees are required to participate in the DMV Employer Pull Notice ProgramProgramMesa Water may require driver summaries from the DMV on employees who are required, or could be asked, to drive a District vehicle, at least annually or more often as mandated by law.~~

## C. Probationary Periods

### 1. New Employees

- a. ~~New employees shall serve a probationary period ofThe first~~ twelve (12) months ~~of employment will constitute a probationary period~~ during which Mesa Water will review the new employee's qualifications, ~~references~~ and work performance and determine whether the employment will be continued. -New employees are subject to dismissal without cause

at any time during this period at the discretion of the General Manager, and such termination will not constitute a cause for grievance or appeal.

- b. Periods of time on paid or unpaid leave exceeding five (5) Business Days (consecutive or not) will automatically extend the probationary period by that number the employee is on leave. -This leave period is not intended to include authorized paid holidays or vacation.
- c. At least one formal written performance evaluation will be conducted halfway through the probationary period.
- d. At the conclusion of the probationary period, if it is determined that the new employee is performing to District standards, and Mesa Water continues to need the position, the employee's status will be changed from probationary to regular. -If the employee's performance does not meet District standards, the employee's employment will be terminated at any time during the probationary period.

## 2. Promotions, Transfers and Reclassifications

- a. In the event of a promotion or transfer, the employee will serve a six (6) month probationary period. -During this period a determination will be made as to whether the employee is able to effectively perform the duties and assume the responsibilities of the new position.
- b. If it is determined at any time during the probationary period that the employee is not satisfactorily performing the duties of the new position, the employee will be returned to the position previously held unless the position no longer exists. -This process may involve displacing other employees.
- c. In the event of a reclassification, the employee's job title and/or salary range may be changed to more accurately reflect the responsibilities of the position. -The reclassified employee will not be required to serve a new six (6) month probationary period and the employee's review date will not change.

### D. Transfers

A vacant position may also be filled by transfer. -a regular employee may initiate a request to transfer to another position in the same or lower classification or level for which the employee is qualified. -With the approval of the General Manager or designee and affected department managers, the employee may be transferred to the vacant position. -Employees may also be transferred by the General Manager or designee to meet District needs. -Transfers will not be used to effectuate a promotion, demotion, reclassification, reduction in pay, or for disciplinary purposes.

### E. Reinstatement

With the recommendation of the department manager and approval of the General Manager or designee, an employee who resigned in good standing may, within one (1) year of such resignation, be reinstated without examination in the same or comparable position. -Upon reinstatement, the employee may be required to serve a new probationary period. -If the employee is reinstated, the employee will be placed at the salary range and step held at the time of resignation (unless the salary range changed as a result of a classification and compensation study in which case they will be placed at the new range and at the step nearest to their prior salary) and will receive a new anniversary date. -No credit for former employment will be granted in computing benefits unless mandated by law.

#### F. Outside Employment

With the written approval of the General Manager or designee, an employee may engage in employment other than that with Mesa Water, but only if such outside employment does not (1) interfere with performance of the employee's assigned District duties, including overtime assignments, (2) constitute a conflict of interest, or (3) create an unfavorable District image.- On an annual basis, employees must submit written requests on forms provided by Mesa Water for outside employment for approval by the General Manager. -These requests shall be maintained in the employee's personnel file.

#### F.G.

ng and Development

Traini

Mesa Water encourages employee development by providing the opportunity for employee training. -Compulsory training may be required as a condition of continued employment. -Such training programs may include lecture courses, seminars, demonstrations, reading materials, or other methods for improving job performance. -Employees are responsible for ~~any~~all required ~~contact hour~~ training needed to obtain and maintain certificates or licenses required to perform their jobs. -If the ~~contact hour~~ training is provided by Mesa Water on work time, or if Mesa Water requires an employee to attend a specific program or class, then the fees and time to attend the class will be paid by Mesa Water.

#### H. Personnel Records

1. Human Resources will maintain the official personnel file for each employee containing name, position, title, salary and ~~such~~ other information ~~as~~ that may be relevant to the employee's service with Mesa Water.
2. To ~~ensure~~insure that District records are correct and current, each employee is responsible for keeping Human Resources promptly informed as to changes in address, phone number, marital status, dependents, and other pertinent personal information.
3. Upon request, and in accordance with District rules and file security, an employee may examine their own official personnel file by appointment only and under the direct observation of a Human Resources staff member.



4. Information in personnel files will not be disclosed to **anyone** other than authorized District personnel, except as may be approved by the concerned employee or required by law.

## I. Termination of Employment

1. The effective date of termination of employment is normally the last day worked or in a paid status by an employee.- If an employee is on an approved leave of absence and does not return to Mesa Water at the end of such leave, the termination date is the expiration date of the approved leave of absence.
2. An employee who plans to resign is requested to give the supervisor an advance written notice of at least two (2) weeks. -Once submitted and accepted by Mesa Water, a resignation may not be withdrawn, except upon approval of the General Manager.
3. Prior to termination, employees are urged to complete an exit interview with **Human Resources** ~~the appropriate department manager or designee~~ and are required to return all District property (keys, uniforms, etc.).
4. An employee is deemed to have resigned if the employee is absent for three (3) consecutive workdays without prior authorization and without notification during the period of absence. When Mesa Water believes an employee has been absent without authorization and Mesa Water plans to invoke this provision, a written notice will be sent by certified mail to the employee's last known address at least five (5) calendar days prior to implementing an automatic resignation.- Such notice will contain: -1) a statement of Mesa Water's intention to implement the employee's automatic resignation and its effective date; 2) a statement of the reasons for considering the employee to have automatically resigned; 3) a statement of the employee's right to respond, either orally or in writing, prior to the effective date of such proposed action; and 4) a statement that if the employee fails to respond to the written notice before the effective date of the automatic resignation, it will be implemented as a resignation. Employees separated from employment for job abandonment may be reinstated with such charge removed from the employee's record upon presentation of justification for absence such as severe accident, severe illness, false arrest or mental or physical impairment which prevented notification.



## IV. HOURS OF WORK

### A. Work Schedules and Work Periods

1. Mesa Water maintains regular business hours Monday through Friday, exclusive of recognized District holidays. ~~Mesa Water may extend business hours on one or more business days to serve its customers, exclusive of recognized holidays.~~

### 2. ~~Regularly Scheduled~~ Work Schedules

a. ~~Period.~~—For employees working the 9/80 Schedule – Employees regularly assigned to work eight (8) days of nine (9) hours per day, and one (1) alternating eight (8) hour day over the course of two (2) weeks.

b. 5/40 Schedule – Employees regularly assigned to work five (5) days in a seven (7) day work schedule, will be scheduled to work eight (8) hours per day, five (5) days per week.

~~The regularly scheduled work period is midday Friday (four (4) hours into the scheduled shift) through midday of the end of the workday the following Friday, except~~ Mesa Water may change the work ~~scheduled period~~ of individual employees to meet operating conditions, changing hours of daylight, safety reasons or other situations provided that employees so affected will receive **at least one pay period** advance notice of any change in regularly scheduled work ~~scheduled period~~.

3.

~~a. 5/40 Schedule – Employees regularly assigned to work five (5) days in a seven (7) day work period, will be scheduled to work eight (8) hours per day, five (5) days per week.~~

### ~~b.~~ Temporary and Alternate Work Schedule

—a. ~~(1)~~ Mesa Water reserves the right **at its sole discretion** to consider and, if mutually beneficial, approve a temporary work schedule to accommodate the specific needs of an employee. Justification for a temporary schedule request, anticipated timeframe, and method of continuing to accomplish the department workload must be discussed in advance of implementation. ~~Approval for such modification must be obtained from the department manager and General Manager or designee.~~

—b. ~~(2)~~ Employees, who wish to request a temporary modification to their work hours, shall submit written justification and discuss the proposal with their department manager. Department managers will discuss such requests with the Management Team to determine whether such modification would be fair and consistent with Mesa Water operating needs. ~~Employees will be notified in writing of the decision. Employees may request a review of denial of such requests with the General Manager.~~

4. Work Period. The work period begins at 12:00 a.m. on Friday and ends at 11:59 p.m. on Thursday, except for employees on a 9/80 work schedule. For employees working a 9/80 work schedule, each employee's designated work period shall begin exactly four (4) hours after the start of their eight (8) hour shift on the day of the week that corresponds to the employee's alternating day off. The work period applies to FLSA non-exempt employees for the purposes of computing overtime pay under the FLSA.

~~ac. FLSA Non-Exempt Employees. For purposes of computing overtime pay under the FLSA, the work period for employees will begin at the mid-point of the Friday through the end of the work day and end on the following Friday Thursday at the same time as the mid-point of the previous Friday.~~

d. FLSA Exempt Employees. Exempt employees are expected to work the number of hours necessary to meet the standards of job performance. -Therefore, exempt employees may occasionally alter their regularly assigned work schedule during a given work week as necessary and as authorized by their department manager or designee. -Any alterations that would result in the employee being absent from work for more than four (4) hours in a regularly scheduled workday must be approved in writing in advance by the employee's department manager or designee and ~~may~~ will require the employee to take paid or unpaid leave of absence in accordance with the benefit provisions of these regulations.

### 53. Review of District Work Schedules

Mesa Water reserves the right to consider, approve, or modify various regular and alternate work schedules. -Prior to the beginning of each calendar year, the department managers shall prepare annual plans for work schedules in their areas of responsibility that will satisfy Mesa Water's objectives for its customers and operational functions. -The General Manager or designee has the authority to approve and modify work schedules for each department and employee of Mesa Water as needed.

The General Manager and department managers shall monitor the effectiveness and efficiency of work schedules and, at least once per year in December, shall determine whether to continue or modify any of the regular or alternate work schedules.

In the spirit of cooperation, employees are encouraged to discuss their suggestions or concerns with their department managers. -Subsequently, affected employees may request a review with the General Manager to discuss a work schedule or a planned change in schedule. -The decision of the General Manager shall be final.

Except under urgent operational conditions, Mesa Water shall provide reasonable advance notice in writing to affected employees, if a work schedule change is planned.

### B. Meal Periods

Meal periods are not counted as time worked and will be scheduled by the supervisor or department manager.

### C. Rest Periods

1. For non-exempt employees, a rest period of fifteen (15) minutes may be taken each morning and afternoon and will be counted as time worked.
2. Rest periods will be scheduled by the supervisor for the employees in each group, and no additional compensation will be provided for rest periods not taken.
3. Employees are encouraged to take their rest periods, but expected not to abuse this time away from work.

#### D. Mandatory Rest Periods

In the event an employee works fifteen (15) hours, consecutive or cumulative, in a 24-hour period starting from the beginning of a shift during Monday through Friday, said employee will be entitled to an eight (8) hour rest period that will begin once their assignment ends. If part of that rest period extends into their next regularly scheduled shift, the employee will receive straight-time pay for the portion of the shift occupied by the rest period. The employee may use any available accrued leaves for the remaining hours in their shift if they choose not to come in for the remainder of their shift that day. If there are two (2) hours or less in their next regularly scheduled shift by the time their rest period ends, employees will not be required to come in, and will receive straight-time pay for the time remaining in their shift. This policy excludes employees on Standby Duty; however, the department manager or designee will have discretion to adjust a Standby Duty employee's schedule if the circumstances require it.



## V. POSITION CLASSIFICATION

- A. Classification specifications describe the essential functions of job classifications and the typical duties that an employee is expected to perform.- Classification specifications are not intended to limit the work of those typical duties described since other tasks may be assigned that are similar in nature and within the scope of the job classification.
- B. Positions that are similar in type of work, level of difficulty and degree of responsibility are grouped together in the same job classification.
- C. When deemed necessary, the General Manager or designee and department managers will review the work performed by employees to determine whether they are correctly classified. -If the duties of a position are found to have changed substantially, the department manager may recommend that the position be reevaluated and reclassified.- Classification specifications will be prepared for all new job classifications.

## VI. PAY

### A. Compensation Policy

As a public entity Mesa Water is committed to rendering service at a fair and reasonable cost. Mesa Water's ability to achieve this objective is affected by a number of factors, one of which is the quality and performance of District employees. -In order to attract and retain highly competent employees, promote continuous superior performance, and give full recognition to District financial constraints, the following will be considered in establishing employee compensation:

1. The impact of compensation on the cost of services, financial position of Mesa Water and overall operational costs.
2. Compensation paid for similar work in other public and private jurisdictions.
3. The general and specific performance of employees.
4. Status of the labor force, economic conditions, recruitment and retention experience and other factors influencing the maintenance of a stable and efficient work force.

### B. Salary Ranges

A salary schedule is adopted by Mesa Water, which consists of a series of salary ranges and steps.

### C. Merit Increases

1. A merit increase is advancement to a higher step in the salary range in the appropriate job classification and is based upon a recommendation of the department manager upon presentation of evidence indicating that the work of the employee has met or exceeded agreed upon standards.- In no case will an employee's salary exceed the maximum range of the assigned job classification.
2. New employees shall receive a progress report ~~three,~~ six (6) ~~and nine~~ months after employment with Mesa Water District. -With the six-month evaluation the employee may receive a one-step merit increase.- One (1) year after date of hire, the employee will receive a probationary evaluation at which time they may receive a merit increase ~~if probation is passed.~~ -If their one-year anniversary date is prior to March 1<sup>st</sup>, the employee will be eligible for future merit increase occurring September 1<sup>st</sup> that same year. If the one--year anniversary date is March 1<sup>st</sup> or later, the employee will be placed in the September 1 performance evaluation cycle the following year. The timelines for the progress reports and evaluations provided to new employees may be extended pursuant to an extension of the probationary period. ~~Thereafter, the employee will be placed on the September 1 performance evaluation schedule.~~

3. Annual Evaluations: Employees shall receive at least one (1) performance evaluation per year. -Performance evaluations will be prepared, discussed with the employee and a merit increase granted, if applicable, will become effective on September 1st each year. Consideration for future merit increases will occur annually thereafter on September 1.
4. Promotions & Demotions: If an employee is promoted or demoted, the employee will receive a new merit increase eligibility date (anniversary date). ~~Such date will be six (6) months from the effective date of the promotion or demotion with eligibility for future merit increases occurring annually on September 1 thereafter.~~ After successfully completing the six-month Probationary Period, the employee will be eligible for a merit increase at that time (anniversary date). If the six-month anniversary date is prior to March 1<sup>st</sup>, the employee will be eligible for future merit increase occurring September 1<sup>st</sup> that same year. If the six-month date is March 1<sup>st</sup> or later, the employee will be placed in the September 1 performance evaluation cycle the following year.
5. Merit advancement will be based upon the following:
  - a. Determination by the supervisor that the employee's performance is meeting the expectations of Mesa Water. -Such determination relates to the entire job performance including, but not limited to: the quality and quantity of work, timeliness of work, efficiency, knowledge of work, working relationships, level of work effort, job attitude professionalism, ~~cooperation, desire to learn, communication willingness and ability to accept responsibility~~ skills, punctuality, regularity of attendance, and dependability, problem-solving ability, initiative, and safety practices ~~and an obvious desire to excel.~~
  - b. Recommendation of a merit increase by the immediate supervisor and department manager.
  - c. Approval of the merit increase by the General Manager.
  - d. Approved step increases will be effective at the beginning of the pay period during which the employee's written performance evaluation is ~~occurs~~ due.
6. Upon approval of the General Manager, a salary increase ~~of or lump sum payment of~~ at least one (1) step ~~and/or a lump sum payment~~ may be granted to an employee in a service year for proficient job performance provided, however, ~~that~~ no employee's salary will exceed the maximum of the salary range for the assigned job classification.
7. ~~Upon the employee's merit increase eligibility date and in case of outstanding job performance, the General Manager may approve a merit increase of (2) or more steps, provided that an employee's salary will not exceed the maximum of the salary range for the assigned job classification.~~ The merit increases will be granted as follows:
  - a. Employees who obtain a Generally Meets rating will receive a one-time lump-sum payment of 1% of salary.
  - b. Employees who are at steps 1 through 13 and obtain a Meets/Exceeds rating will receive a one-step (2.5%) merit increase.



- c. Employees who are at step 14 and receive a Meets/Exceeds rating will receive a one-time lump-sum payment of 1% of salary.
- d. Employees who are at steps 1 through 12 and obtain an Outstanding rating will receive a two-step (5%) merit increase.
- e. Employees who are at step 13 and receive an Outstanding rating will receive a one-step (2.5%) merit increase and one-time lump-sum payment of 1.5% of salary.
- f. Employees who are at step 14 and receive an Outstanding rating will receive a one-time lump-sum payment of 2.5% of salary.

#### D. Payment of Compensation

##### 1. Base Salary

Employees will be compensated with a base ~~monthly~~ salary reflective of their stated salary in the operative salary tables, ~~which will be payment for the straight time portion of work performed each month.~~

##### 2. Pay Day

Pay periods are two (2) weeks in duration, terminating each alternate ~~Thursday~~ Friday. Payment will be made within the week immediately following the end of the pay period.

##### 3. Pay Upon Termination

- a. Employees who terminate will receive their final pay on the next regularly scheduled pay day. ~~Final pay is made up of unpaid salary for work performed, accrued and unused vacation, compensatory time and floating holiday hours to the date of termination. A pay adjustment may be made if any District property is not returned.~~
- b. At the sole discretion of the General Manager, severance pay may be granted to employees terminating ~~in return for a Release Agreement. under circumstances other than involving gross violation of District rules and regulations.~~
- c. ~~Direct deposit may not be available for the final paycheck.~~

#### E. Overtime

Overtime work is a condition of employment for all employees, as may be deemed necessary by the General Manager or designee. ~~Overtime work must be approved in advance by the employee's supervisor, except in emergency situations.~~

##### 1. Eligibility for Overtime and Premium Pay

- a. Exempt Employees: Employees who are exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) and who regularly work extra hours, attend evening meetings, and/or who are required to participate in job-related weekend activities or

functions for which they do not receive paid overtime, may be granted time-off with pay as authorized by the General Manager.

- b. Non-Exempt Employees: Overtime worked by employees who are not ~~non~~-exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) must be authorized in advance by the employee's supervisor **in order to work overtime**, except in emergency situations.

## 2. Rate of Pay

- a. One and one-half (1.5) times the employee's regular hourly rate for:

- (1) Hours worked in excess of **eight (8) in the workday, unless working a 9/80 schedule in which case it is in excess of nine (9), and hours worked in excess of forty (40) in an employee's designated any regular**-seven (7) day work period; or
- (2) The first eight (8) hours worked on a District holiday when hours worked are in excess of forty (40) in the regular seven (7) day work period.

- b. Two (2) times the employee's regular hourly rate for:

- (1) Hours worked in excess of eight (8) on a District holiday or on a scheduled day off when the employee receives prior notification to report to work and when hours worked are in excess of forty (40) in the regular seven (7) day work period; or
- (2) Hours worked in excess of thirteen (13) in any work shift, when hours worked are in excess of forty (40) in the regular seven (7) day work period.
- (3) Overtime hours worked in excess of five (5) by an employee directed to work without prior notification on a scheduled day off.

- c. For the purpose of calculating hours towards overtime, pay for sick leave, holidays and vacation will be considered as hours worked.

## 3. Compensatory Time

- a. Employees who are eligible to receive compensation for overtime work pursuant to this Section may request in writing that such compensation be in the form of compensatory (comp) time. ~~Upon written approval of the employee's supervisor, the overtime hours will be credited to the employee's compensatory time bank in lieu of being paid. Crediting will be on the same basis as payment. For example, one and one-half (1.5) hours of compensatory time will be credited for an overtime hour which would otherwise be paid at the rate of time and one-half. Standby Duty hours are not eligible for comp time.~~
- b. Cash payouts for accrued comp time are available once each fiscal year. ~~No additional comp time hours may be accrued after the payroll cut-off date for the fiscal year-end~~

payout (last full pay period in June). -No accrued hours may be carried over into the next fiscal year. -Employees will be notified of their eligibility for a payout by the Financial Services department prior to each payout date. -Employees will be paid for all accrued comp time hours upon termination.

- c. Accumulation maximums will not exceed eighty (80) hours.
- d. The scheduling of comp time off is subject to approval of the department manager who may require that requests for comp time off be submitted up to fourteen (14) days in advance of the requested time off. -If District needs require a change in scheduled and approved comp time off, reasonable advance notification of such a change will be given to affected employees.

F. Standby Duty

1. General Regulations

- a. Standby Duty (Duty) is an assignment of responsibility to remain available to respond rapidly to emergency calls after the regular ~~work-day~~workday, on holidays and on weekends.
- b. The assignment is one (1) week in duration, normally from the end of shift on a particular day of the week to the end of shift on the same day the following week. -The Water Operations Supervisor will establish the work schedule within this period for each employee assigned the Duty and may grant exchanges of Duty for justifiable reasons. Employees who are assigned are authorized to use the Duty truck provided by Mesa Water only for District business.
- c. Employees assigned to Standby Duty are those who have completed satisfactory training, live within twenty-five (25) miles to the nearest District boundary and meet all eligibility requirements established by the Water Operations Supervisor.
- d. In the event there are an insufficient number of employees to fulfill the requirements for Standby Duty, the Water Operations Supervisor or designee will assign employees to the Standby Duty.
- e. The ~~department-manager~~Water Operations Manager may adjust the Standby Duty schedule assignments in Distribution and Production to minimize additional costs due to an alternate work schedule, and to assure fairness among employees.
- f. The Standby Duty Program will be as follows:

Standby Duty Program

Description	Production	Distribution	General Employee
Mandatory Participation	Yes	Yes (for new hires after 9-12-2014)	No, but in the event there are an insufficient

			number of eligible and qualified employees participating in the Standby Duty, the Manager or designee will assign employees to Standby Duty.
Standby Pay	\$ <del>5070</del> 350490/week (\$ <del>5070</del> 5070/day; \$100/day for Recognized District Holidays*)	\$ <del>5070</del> 350490/week (\$ <del>5070</del> 5070/day; \$100/day for Recognized District Holidays*)	\$ <del>5070</del> 5070/day; \$100/day for Recognized District Holidays*
Duty Pay	Employee's regular hourly rate at time and one-half, with a one-hour minimum for standby call-outs. **	Employee's regular hourly rate at time and one-half, with a one-hour minimum for standby call-outs. **	Employee's regular hourly rate at time and one-half, with one-hour minimum for standby call-outs.**
Use of District Truck	Yes	Yes	No, unless pre-approved by manager or designee. In the event of an emergency, employee would use personal vehicle and submit for mileage reimbursement.
Trade days with another qualified employee	Yes – subject to supervisor's consent	Yes – subject to supervisor's consent	Yes – subject to supervisor's consent
Split Shifts	No	No	No
Paid Daily Duties – assigned by Supervisors	When business need arises	When business need arises	When business need arises

\* Standby Holiday Pay will be paid on the twelve (12) recognized district holidays that occurs on the holiday itself, and not the recognized day, should the recognized day differ from the actual holiday.

\*\* A standby "call-out" is an after-hours service call that requires the standby employee to visit the location in person, rather than responding by telephone, radio, computer, or other electronic means. Non call-out communications are paid for the actual time worked (no minimum).

## G. Establishment of Rates of Pay

### 1. New Employees

#### a. Full-Time Employees

The starting rate for a newly-hired employee will normally be the first step of the salary range of the class to which the position is allocated. -If exceptional qualifications of the candidate indicate that a higher hiring rate would be in Mesa Water's best interest, appointment at a higher step in the salary range may be authorized by the General Manager.

## b. Temporary and Part-Time Employees

Temporary and part-time employees will be paid in accordance with their employment contract, but not less than the State of California minimum wage.

## 2. Promotions

- a. Effective upon promotion, employees will be placed in a salary step of the new classification which grants an increase in base salary of at least five (5) percent ~~(5%)~~, provided no employee's base salary will exceed the maximum of the specified salary range.
- b. The base salary of employees who successfully complete the promotion probationary period will be advanced to a step in the salary range appropriate to the employee's level of performance. ~~-~~This increase will be effective upon completion of probation and in no event will exceed the maximum of the range.

## 3. Demotions

- a. If it is determined at any time during the probationary period that a promoted employee cannot satisfactorily perform the duties of the new position, the employee will be returned to the position and step in the salary range from which promoted.
- b. The base salary of employees demoted at their own request to a position in a lower salary range will be their current salary or the maximum rate of the new position, whichever is lower.
- c. In the event of a disciplinary demotion, the employee's salary will be set at the salary rate of the lower classification, which is at least five (5) percent ~~(5%)~~ less than the rate received in the higher class.

## 4. Transfers

The base salary and merit increase eligibility dates of employees transferred to another classification in the same salary range as their former classification will be unchanged.

## 5. Recall from Layoff

- a. The base salary of employees recalled from layoff to a position in the same salary ranges as that from which they were laid off will be the same step in the salary range they were being paid when laid off.
- b. The base salary of employees recalled from layoff, or demoted in lieu of layoff, to a position in a lower salary range than they occupied when laid off or demoted in lieu of layoff will be their rate at the time of layoff or demotion in lieu of layoff, or the maximum rate for the new position, whichever is lower.

## 6. Out-of-Class Temporary Appointments

Employees will only be given out-of-class pay when the temporary appointment is expected to last at least longer than two (2) weeks. Employees who are given an out-of-class temporary appointment to a higher classification will be compensated as follows:

- a. Their rate of pay will remain unchanged during the first ~~one hundred sixty-eighty (80)(160)~~ hours worked in such appointment.
- b. After working in excess of ~~eighty (80)one hundred sixty (160)~~ hours in an out-of-class temporary appointment the employee will be paid the minimum rate of the higher classification or at a rate five (5) percent ~~(5%)~~ higher than their current rate, whichever is higher. -In no case will employees be paid a rate in excess of the top step of the salary range for the position to which they are temporarily assigned.
- c. Employees must meet the minimum requirements of the higher classification and must be assuming substantially the full range of duties and responsibilities of the higher-level position to be eligible for the out-of-class compensation.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Out of Class Temporary Appointments and Compensation for Temporary Assignments pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(3) Premium Pay, Temporary Upgrade Pay.

## 7. Compensation for Temporary Assignments

With the prior approval of the General Manager, an employee may be granted a temporary pay increase when the employee is temporarily assigned to assume, and regularly performs, some of the duties of a position that is allocated to a higher maximum rate. -Generally, eligible assignments are those with an expected duration of at least ~~80160~~ continuous hours.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Out of Class Temporary Appointments and Compensation for Temporary Assignments pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(3) Premium Pay, Temporary Upgrade Pay.

## 8. Shift Differential

Employees who are assigned on a regular basis to shift work will be compensated an additional five (5) percent ~~(5%)~~ above their normal salary for scheduled hours between the hours of 6:00 p.m. and 5:00 a.m.

In compliance with the California Public Employees' Retirement System (CalPERS)

regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Shift Differential pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(4) Special Assignment Pay, Shift Differential.

## 9. Reclassifications

Whenever a position is reclassified and the incumbent is reclassified with the position, the incumbent may be placed at a step equal to the employee's current salary. -If there is no step equal to the employee's current salary and the reclassification is to a higher salary range, the employee may be placed on the closest step that is above the employee's current salary. -If there is no step equal to the employee's current salary and the reclassification is to a lower salary range, the employee may be placed on the closest step that is below the employee's current salary. -In some cases, the employee may retain the salary for the old classification until the new salary range equals or exceeds the employee's current salary (y-rate). -Final determination of salary step upon reclassification rests with the General Manager.





**VII. ATTENDANCE, LEAVES, AND BENEFITS**

A. Vacations

1. Vacation Allowances

Full-time Mesa Water employees accrue vacation credit in accordance with the following schedule. -Part-time partially benefited employees are eligible to participate in some Mesa Water benefit programs as described in the Employee Benefits Summary Handbook. Temporary employees are ineligible to receive **vacation and** holiday pay unless specified in their employment contract.

Accruals Are Shown In Hours Per Pay Period

<u>Period of Continuous Employment</u>	<u>Re</u> <u>pr</u> <u>es</u> <u>en</u> <u>te</u> <u>d</u> <u>E</u> <u>m</u> <u>pl</u> <u>ye</u> <u>es</u>	<u>Hours Per Pay</u> <u>PeriodSupervisory/Confidential &amp;</u> <u>Management</u>
1st and 2nd years	<del>3.</del>	3.40
3rd and 4th years	<del>4.</del>	4.30
5th through the 9th years	<del>5.</del>	5.23
10th through the 14th years	<del>6.</del>	6.15
15th through the 19th years	<del>7.</del>	6.15**7.10
20th year and thereafter	<del>8.</del>	6.15**8.00

~~\*—Supervisory/Confidential and Management employees initially hired before 7/1/99, including those Mesa Water employees hired before 7/1/1999, who later became part of the Supervisory/ Confidential or Management groups.~~

~~\*\*—Supervisory/Confidential/Management employees initially hired after 7/1/99 only.~~

~~a-~~ The  
maximum vacation accumulation ~~for the Represented Employees is 300 hours. The~~

~~maximum vacation accumulation for both the Management and Supervisory/Confidential groups effective April 7, 2023 for all Mesa Water employees is 360 hours.~~

~~b. New Mesa Water employees accrue vacation, but may not use it until six (6) months of employment has been completed.~~

## 2. Computation of Vacation Credit

a. Vacation credit is accrued on a pay period basis except during the first and last pay periods of employment when pro-rata credit is given for hours worked.

b. Employees must be in paid status more than one-half (1/2) of the pay period to be eligible for vacation credit.

c. Vacation credit at the rate applicable to the affected period of continuous employment will not accrue during unexcused absences or during the following absences, which extend for twenty (20) or more consecutive working days:

(1) Time between a layoff and rehire.

(2) Approved unpaid personal or indefinite military leave of absence, unless otherwise provided by law.

(3) Approved medical leave except when the employee is receiving a payment from Mesa Water which when combined with State Disability Insurance (SDI) or Workers' Compensation payments results in the employee receiving at least ninety (90) percent ~~(90%)~~ of regular salary.

d. Temporary employees do not accrue vacation credit and are not eligible to take vacation time off.

## 3. Use of Vacation Credit

a. Vacation credits may not be used during the first six (6) months of employment. -The use of vacation credits will not exceed the number of whole days accrued by the employee as of the pay period ending date prior to the day the employee's vacation commences.

~~b. The scheduling of vacation time is subject to approval of the department manager who may require that requests for vacations be submitted up to thirty (30) days in advance of the requested start of vacation. If District needs require a change in scheduled and approved vacation, reasonable advance notification of such a change will be given to affected employees. An employee shall provide a minimum of two week's written advance notice, unless waived by the department manager, when requesting vacation. Requests for vacation are subject to approval of the department manager. Scheduling of vacation shall be based on the District's operational needs as determined by the department manager.~~

- c. Employees are encouraged to take earned vacation in increments sufficiently long to allow for the rest and rejuvenation which are objectives of the vacation program. -Vacation usage of a ~~week's~~weeks or more duration will be encouraged. -In no event may vacation be used in less than one-half (1/2) hour blocks.
- ~~d. Unless approved by the General Manager, the maximum vacation accumulation shall be 300 hours for the Employees' Group and 360 hours for Management and Supervisory/Confidential Group.~~
- ~~e. Management and Supervisory/Confidential employees who have used a minimum of forty (40) hours vacation during the fiscal year may cash out a total of eighty (80) hours of vacation. After using a minimum of eighty (80) vacation hours, employees may sell back up to one hundred twenty (120) vacation hours.~~
- fd. A District holiday occurring during an employee's vacation will not be considered as a day of vacation.
- ge. Jury duty occurring during an employee's vacation will not be considered as a day of vacation until Mesa Water's jury benefit has been exhausted.
- hf. Subject to the provisions of the Sick Leave section of these rules, an employee who becomes ill while on vacation may use accumulated sick leave in lieu of vacation time for the period of such illness; provided, however, that Mesa Water is not obligated to extend the vacation beyond the scheduled expiration date.
- ig. An employee who is receiving State Disability Insurance (SDI) or Workers' Compensation payments, and has exhausted sick leave accumulations, may use accrued vacation to supplement said payment provided that the total amount received shall not exceed ninety (90) percent ~~(90%)~~ of regular salary.
- jh. Vacation may be used as accrued. -However, in no event will paid vacation exceed the employee's accrued vacation as of the end of the most recent pay period.

#### 4. Vacation Cash Out Program

Full-time employees who have used a minimum of forty (40) hours vacation during the preceding calendar year may make an irrevocable election to cash out up to a maximum of 120 vacation time hours in the following calendar year. The vacation time hours identified in this irrevocable election form shall be deducted from the employee's respective vacation time hours accrued in the following calendar year. The remaining unused vacation time shall remain in the employee's vacation time bank. At the time of cash out, if the employee has less vacation time hours in the vacation time bank than the amount identified on this election form, then the amount of vacation time remaining in the vacation time bank shall be cashed out provided that a minimum of forty (40) hours of vacation time remains available for use after cash out.

#### 54. Termination

Employees who terminate will be paid for all accrued and unused vacation at their rate of pay at the time of termination.

B. Holidays

1. ~~Observed-Recognized~~ Holidays

Mesa Water will provide full-time employees a total of ~~ninety-six (96)~~~~eighty (80)~~ hours for ~~twelve (12)~~~~ten (10)~~ specific ~~observed-recognized~~ holidays as follows:

New Year's Day (January 1)	8 hours
Martin Luther King's Birthday (third Monday in January)	8 hours
Presidents' Day (third Monday in February)	8 hours
Memorial Day (last Monday in May)	8 hours
Independence Day (July 4)	8 hours
Labor Day (first Monday in September)	8 hours
Veterans' Day (November 11)	8 hours
Thanksgiving Day (fourth Thursday in November)	8 hours
Friday immediately following Thanksgiving Day	8 hours
<del>Christmas Eve (December 24)</del>	<del>8 hours</del>
Christmas Day (December 25)	8 hours
<del>New Year's Eve (December 31)</del>	<del>8 hours</del>

a. ~~Observed-Recognized~~ Holidays Falling on Saturday and Sunday

~~A An Observed~~-recognized holiday falling on Saturday shall be observed on Friday, the day preceding, and a holiday falling on Sunday shall be observed on Monday, the day following. ~~If a recognized holiday falls on a Sunday, and that Monday is also another recognized holiday, then the holiday shall be observed on Tuesday.~~

b. Pay for ~~Observed-Recognized~~ Holidays

Full-time employees are paid for eight (8) hours at their base hourly rate for each holiday which falls on a day of the week that they would normally work.

For an employee who has an alternate work schedule, and a holiday falls on a business day that the employee would normally work nine (9) hours, each affected employee shall use one (1) hour of accumulated vacation leave (if eligible), available floating holiday hours, accumulated comp time, or if none of the above are available, the employee will be given one hour leave without pay, to make up the difference.

For an employee who has an alternate work schedule, and a District ~~observed-recognized~~ holiday falls on the employee's business day off, the eight (8) hours of holiday time normally taken on that day may be scheduled on an alternate business day, as approved by their supervisor. ~~All holiday hours for a fiscal year must be used prior to the end of the fiscal year in which the hours were accumulated.~~

2. Floating Holidays

- a. Annual Award: Full-time Mesa Water employees receive an award of ~~eleven (11) 9.0~~ hours of floating holiday time at the beginning of each fiscal year. ~~The floating holiday hours are primarily intended to supplement eight (8) hour holidays for those employees who would normally work nine (9) hours, but may be taken at the option of the employee subject to the approval of the department manager or designee.~~
- b. Unused Hours: Any portion of the ~~eleven (11) nine (9)~~ hour floating holiday time which is unused at the end of the fiscal year will be converted to vacation time. ~~Employees hired after the beginning of the fiscal year receive prorated floating holiday hours, with one fewerless hour for each ~~Observed-recognized~~ holiday that has passed, with the exception of the Friday after Thanksgiving, an eight (8) hour holiday. Floating holiday time is created and paid on full-hour basis.~~

~~3. Special Holidays~~

~~In addition to the ten (10) Observed Holidays, Mesa Water also grants Christmas Eve, December 24<sup>th</sup>, and New Year's Eve, December 31<sup>st</sup> as Special Holidays in years in which these dates fall on a Monday, Tuesday, Wednesday, or Thursday. Employees are paid their normally scheduled work hours as holiday hours on these dates. These Special Holidays do not result in holiday in-lieu or additional floating holiday hours, but are treated the same as Observed Holidays for purposes of calculating Overtime pay.~~

3. ~~Eligibility for Holiday Pay~~

- a. Eligible employees must be in paid status for their full regularly scheduled workdays before and after the holiday to be eligible for holiday pay.

- b. Full-time probationary, regular, supervisory/confidential employees and managers are eligible for holiday pay.
- c. Temporary employees are ineligible to receive holiday pay unless specified in their employment contract.
- d. Part-time, partially benefited employees receive holiday pay as described in the Mesa Water District's Employee Benefits Summary Handbook.

~~b.~~ \_\_\_\_\_

~~e.e.~~ An employee on an approved medical disability, temporary military training leave of absence or other authorized paid leave will receive ~~Observed and Special~~ recognized holiday pay provided the employee is receiving a payment from Mesa Water which, when combined with State Disability or Workers' Compensation payments, results in the employee receiving at least ninety (90) percent ~~(90%)~~ of their regular salary. ~~Employees on any type of unpaid leave of absence or unauthorized leave will receive no holiday pay for any holiday occurring during such absence.~~

~~d.f.~~ Employees assigned to standby duty are paid for ~~Observed-recognized and Special~~ holidays in accordance with the provisions of the Standby Duty rules.

~~e.g.~~ Employees on jury duty will be paid holiday pay as provided above for any ~~Observed-recognized and Special~~ holiday occurring during the periods of jury service.

~~f.h.~~ Employees who extend a holiday by unexcused absence on the last regular ~~work day~~ ~~workday~~ before or the next regular ~~work day~~ ~~workday~~ after a holiday may be subject to discipline.

## C. Leaves

### 1. Sick Leave

#### a. Sick Leave Accrual

##### (1) Full-Time Employees

- Full-time employees accrue 3.7 hours of sick leave per pay period.
- Sick leave accruals may be carried forward each fiscal year.

- Sick leave allowance shall not be credited for unapproved absences or during the following absences, which extend for twenty (20) or more working days:
  - Approved personal or indefinite military leave of absence, unless otherwise provided by law.
  - Approved medical leave during which the employee is paid less than ninety (90) percent ~~(90%)~~ of regular salary in conjunction with State Disability Insurance (SDI) or Workers' Compensation.

(2) Part-Time, Temporary, and Limited Term Employees

- Part-time, temporary, and limited term employees directly employed by the District are provided with **five (3-5)** days or **forty (24-40)** hours of paid sick leave at the beginning of each 12-month period in compliance with California's Paid Sick Leave Law (**effective January 1, 2024**). Any unused paid sick leave from the previous 12-month period will not carryover to the new 12-month period. Part-time, temporary, and limited term employees are not eligible to begin using any accrued paid sick leave until the 90<sup>th</sup> day of employment with the District.

~~(3) Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA) will run concurrently as appropriate during medical leave.~~

b. Use of Sick Leave

Accumulated sick leave with pay is not considered a privilege which an employee may use at their discretion, but will only be allowed for:

- (1) For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
- (2) For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
  - Child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis.)
  - Spouse or Registered Domestic Partner
  - Parent/Parent-in-law (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.)
  - Grandparent
  - Grandchild
  - Sibling
  - **Designated Person (must be identified at the time leave is requested and limited to one "designated person" in a 12-month period, January through December).**

(3) To obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:

- A temporary restraining order or restraining order.
- Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
- To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
- To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
- To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
- To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.



c. Conditions on Sick Leave Usage

- (1) Pursuant to Labor Code Section 233, the District shall permit full-time employees to use in any calendar year the employee's accrued and available sick leave entitlement, in an amount not less than the sick leave that would be accrued during six months at the time of the employee's then current rate of entitlement for the purposes noted above in this policy under Subsection (b) ["Use of Sick Leave"] without such use of sick leave otherwise affecting the employee's terms of conditions of employment.
- (2) ~~To request to use sick leave if the need is foreseeable, an employee must give the immediateThe employee's supervisor reasonable advance written or oral notice. If the need for sick leave if not foreseeable, the employee shall provide written or oral notice of the need as soon as practicable. If the employee is required to be absent on sick leave for more than one day, the employee must keep the immediate supervisor informed each day as to the day the employee expects to return to work and the purpose of the leave. must be notified prior to the start of the employee's shift as to the reason for the absence and probable duration of the absence. In addition, the supervisor must be personally contacted as soon as possible, but in no event later than one (1) hour after the beginning of the employee's workday. Failure to request sick leave as required by this policy without good reason, may result in the employee being treated as absent without leave. Consideration will be given for extraordinary circumstances.~~
- ~~(3) Injuries sustained on the job must be reported to the injured employee's supervisor as soon as possible and within twenty-four (24) hours after the injury occurred.~~
- (3) Employees may be required to provide their supervisor with a written statement from the attending physician concerning the reason for the absence and a release to work to the extent permitted by law.
- (4) ~~The District may require that employees must provide a physician's certificate to support any absence that involved the illness of the employee or family member if the District suspects that there is an abuse of sick leave by the employee. All employees who use paid leave to address issues related to domestic violence, sexual assault, stalking, or other crimes and who cannot provide advance notice of their need for leave must provide certification of the need for leave within a reasonable time thereafter.~~
- (5) During the course of a medical leave or an extension thereof, if requested by Mesa Water, the employee shall submit to an examination by a physician designated and paid for by Mesa Water. ~~Should Mesa Water's physician determine that the employee is able to return to work, the medical leave will be terminated in accordance with such physician's findings.~~

- (6) ~~Sick leave may not be used for absence on a holiday on which an employee is scheduled to work to the extent permitted by law.~~ An employee may only use sick leave for an absence on a holiday on which an employee is scheduled to work if a medical note is provided by a physician.
- (7) Sick leave may be used as it is accrued. -However, in no event will paid sick leave **usage** exceed the employee's accrued sick leave allowance as of the end of the most recent pay period.
- (8) The minimum charge to an employee's sick leave allowance will be one-half (1/2) hour. -Absences of more than one-half (1/2) hour will be charged to the nearest full hour.
- (9) An employee will not receive compensation for unused accrued paid sick leave upon termination, resignation, retirement, or other separation from employment from the District.
- (10) If an employee separates from District employment and is **rehired** by the District within one-year of the date of separation, up to **six (6)** days or **forty-eight (48)** hours of previously accrued and unused paid sick leave hours shall be reinstated to the extent provided under Labor Code Section 246(f). -However, if a rehired employee had not yet worked the requisite **ninety (90)** days of employment to use paid sick leave at the time of separation, the employee must still satisfy the **ninety (90)** days of employment requirement collectively over the periods of employment with the District before any paid sick leave can be used.
- (11) A supplementary payment to SDI, for both the Disability Insurance (DI) and Paid Family Leave (PFL) programs, and to Workers' Compensation payments which, when combined with said payments, results in a maximum payment of **ninety (90)** percent ~~(90%)~~ of the employee's regular salary. -If an employee chooses not to submit a PFL claim under SDI, they may still use up to six-weeks of their accrued Sick Leave to care for a qualifying family member **experiencing serious injury or illness, as stated in** ~~under~~ Mesa Water District's Family Care and Medical Leave policy if the leave qualifies as FMLA or CFRA leave and is due to extraordinary circumstances as approved by the General Manager or designee in advance.
- (12) Periods of incapacity due to illness, injury, disability, or pregnancy while an employee is on paid vacation may be charged to the employee's sick leave allowance provided:
- i. The incapacity is of such a nature as to prevent the effective use of the vacation and would prevent the performance of normal duties if the employee were not on vacation.

- ii. Notice is given to the employee's supervisor within four (4) calendar days of the onset of the incapacity or the end of the scheduled vacation period, whichever is earlier.
- iii. Upon return to work, the employee presents a statement from the attending physician to the extent permitted by law.

## 2. FMLA/CFRA Leave

Up to twelve (12) workweeks of leave (~~twenty-six (26)~~ workweeks for injured servicemember leave) without pay for family and medical care leave will be granted to employees who have worked a minimum of 1,250 hours in the twelve (12) months preceding the date of the leave as is outlined in the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA). -As specified in the FMLA and CFRA, Mesa Water will maintain the level of benefits to which the employee is entitled per the Memorandum of Understanding with the employee responsible for maintaining a timely schedule of payments for any portion of cost over and above the allocated flex credit amount for which the employee is eligible.

~~Refer to~~See Mesa Water District's Family Care and Medical Leave Policy, DM-050, for the most recent information on the FMLA.

## 3. Pregnancy Leave

~~An employee who is disabled because of pregnancy~~~~A pregnant employee~~ will be entitled to a leave of absence without pay for up to four (4) months so long as the employee's attending physician certifies that she is physically unable to work due to pregnancy, childbirth, or a related medical condition. ~~An employee who works fewer than forty (40) hours per week will receive a pro rata or proportional amount of leave.~~ During this unpaid leave of absence, the District may require the employee to use sick leave, and upon expiration of sick leave, the employee has the option of using earned compensatory time and ~~or vacation time~~~~credit~~~~time~~. -The Family and Medical Leave and ~~Pregnancy Disability~~ ~~the California Family Rights Act~~ Leave will run concurrently as appropriate during this medical leave to the extent permitted under 2 C.C.R. Sections 11045-11046. -The District will also continue providing health benefits to the employee while on pregnancy leave under the same terms and conditions as if the employee was continuously working. ~~The District may recover premiums it paid to maintain health coverage if an employee does not return to work following pregnancy disability leave unless the reason for the failure to return is a circumstance beyond the employee's control.~~

Upon expiration of the approved leave, the employee will be reinstated to her former position or to a comparable one if the former position is abolished during the period of leave and the employee would otherwise not have been laid off. -The comparable position is one having similar terms of pay, location, job content and promotional opportunities. -Prior to the employee being reinstated, Human Resources may require a statement from the attending physician that the employee is physically capable of resuming the regular duties of her position.

Failure to return to work after the authorized leave period causes the employee to have no reinstatement rights. -An employee who plans to take such a leave should give reasonable notice of the date the leave shall commence and the estimated duration of the leave.

#### 4. Bereavement Leave

- a. When an employee is absent from work because of the death of a member of the ~~employee's~~ extended family, the employee may take up to a maximum of five (5) days of paid bereavement leave for each such incident. -A maximum of eighty (80) hours per fiscal year may be used.
- b. "Extended family" is defined as spouse, children, ~~step-children~~stepchildren, parents, ~~step-parents~~stepparents, parents-in-law, grandparents, ~~great grandparents~~, step-grandparents, grandparents-in-law, grandchildren, step-grandchildren, brothers/sisters, step-brothers/sisters, brothers/sisters-in-law, aunts, uncles, nieces and nephews.
- c. Bereavement leave as provided in this Section will not be charged to the employee's accumulated sick leave or vacation ~~credit~~time.

#### 5. Personal Leave of Absence

- a. The General Manager may grant a personal leave of absence, paid or unpaid, of not more than two (2) calendar weeks to an employee requesting it in writing at least two (2) weeks in advance of the requested start of the leave. -If circumstances prevent such advance notice, this requirement may be waived.
- b. If an unusual emergency occurs which would prevent the employee from returning to work at the end of the leave, upon formal request, the General Manager may grant one (1) extension of up to two (2) calendar weeks ~~for a total of four (4) calendar weeks.~~

#### 6. Unpaid Leave

An employee who desires a leave of absence without pay, not to exceed one (1) year, shall file a written request with the department manager for approval by the General Manager or designee stating position, title, the beginning and ending dates of the proposed leave, and reasons for such request. -Leave of absence without pay may be granted for illness exceeding accumulated sick leave, ~~child-care~~childcare absences exceeding pregnancy disability leave, extension of vacation time or any other reason which is deemed to be in the best interests of Mesa Water. -An employee shall not be entitled to an unpaid leave as a matter of right unless mandated by law.

Leaves of absence without pay will constitute a break in employment for the purpose of determining employment status and will constitute a termination of all rights and benefits of employment except the right to reemployment as provided herein, except in cases where due process rights have attached. -Vacation credits, sick leave credits, increases in salary,

all other paid leaves, holidays, fringe benefits and other similar benefits will not accrue to an employee granted such leave during the period of absence. -Employees who are out on FMLA leave will have access to coverage under any group medical plan under the same conditions as if the employee had been continuously employed. -Upon return following an approved leave of absence, the employee will resume the status and have the rights, benefits, and accumulations thereof which the employee had on the last day preceding such leave of absence, and a new anniversary date may be adopted. -Failure on the part of an employee on leave to report promptly at its expiration may be cause for disciplinary action including discharge. -Employees on family medical leave without pay will be entitled to a continuation of medical benefits.

a. Job-Related Injury or Occupational Disease

An employee, who sustains a job related injury or incurs an occupational disease arising out of or during the course of employment, will be granted a leave in accordance with the law automatically for the full period of legal temporary disability.

b. Flex Credits

If an employee is not in a paid status for more than one half (1/2) of the pay period, flex credits will not be paid for that period.

7. Child-Related Activities Leave

Per Labor Code 230.8, any District employee who is a parent, guardian, stepparent, foster parent, or grandparent having custody of one or more children in kindergarten through grade 12 or attending a licensed child-care facility will be allowed up to forty (40) hours each school year, not to exceed eight (8) hours in any calendar month of the year, without pay, to participate in child-related activities. -Employees can also use such leave to address a child-care provider or school emergency. -Such employee must provide reasonable advance notice of the planned absence. -The employee may be required to use vacation and/or compensatory time-off to cover the absence. -Mesa Water may require the employee to provide documentation from the school as verification that the employee participated in school activities on a specific date and at a particular time. -If both parents, guardians, or grandparents having custody, work for Mesa Water, only the first requesting employee will be entitled to leave under this provision.

8. Child Suspension Leave

Per Labor Code 230.7, any District employee who is a parent, or guardian of a child in kindergarten through grade 12 may take time off to go to the child's school in response to a request from the child's school if the employee gives advance notice to their supervisor. A school has the authority to request that the parent attend the child's school if the child has: committed any obscene act; habitually used profanity or vulgarity; disrupted school activities; or otherwise willfully defied the valid authority of school personnel.

8.9.

Militar

y Leave

Military leave will be granted in accordance with the provisions of state and federal law. -An employee requesting leave for this purpose shall provide the department manager, whenever possible, with a copy of the military orders specifying the dates, site and purpose of the activity or mission. -Within the limits of such orders, the department manager may determine when the leave is to be taken and may modify the employee's work schedule to accommodate the request for leave.



~~9-10.~~

Jury

Duty Leave

Employees who perform jury duty are granted a maximum of seven (7) business days off without loss of pay while engaged in activities required by the court provided a Jury Summons and Proof of Service form from the court are provided to the employee's **department manager/ and/or supervisor**. **-The General Manager may approve additional days, not to exceed eight (8) additional business days.** -Employees performing jury duty requiring their absence from work in excess of seven (7) business days will be granted a leave of absence for the duration of the **jury** duty. **-At the employees' option, they may use accumulated paid vacation or compensatory time to continue to receive their regular salary.** **-In the absence of paid vacation, the leave will be without pay, however affected employees will continue to receive other District benefits and accrue seniority as if they were working.**

~~10-11.~~

Voting

Time off work for voting in general, direct primary or presidential primary elections is in accordance with the laws of California which provide, in substance:

- a. If a registered voter does not have sufficient time outside working hours in which to vote, the employee may take off enough time from work, when added to available voting time outside working hours that will enable the employee to vote. **-Up to two (2) hours of such time off work will be allowed before time off is deducted from the employee's pay.**
- b. Time off from work must be at the beginning or end of the regular **work-dayworkday**, whichever will permit the most free time for voting and the least time off work.
- c. At least two (2) days' notice in advance of the election must be given by the employee who requests time off work to vote.

~~10.~~

**12. Catastrophic Leave**

**The Catastrophic Leave Donation Program permits temporary salary and benefit continuation for an eligible employee who has exhausted all paid leave credits as a result of a catastrophic injury or illness. It is not the intent of the program for any employee to enrich him or herself, but to aid only those employees that are truly in need of assistance.**

**Refer to the Catastrophic Leave Donation Program for eligibility requirements, guidelines and required forms.**

~~131~~

~~11-13.~~

~~11.~~

Conditions of Leave

- a. Except as otherwise provided herein, all leaves of absence will be without pay.



- b. An employee who engages in outside employment, either for another employer or in self-employment, during a leave of absence may be deemed to have resigned without notice, unless such activity is expressly authorized by Mesa Water at the time the leave is granted.
- c. An employee who fails to report to work upon expiration of a leave or an approved extension thereof will be deemed to have resigned without notice.
- d. Employees who are absent without approval for more than three (3) consecutive regularly scheduled work days, will be deemed to have resigned without notice.
- e. Mesa Water will not advance wages during an employee's waiting period for a leave or disability.

#### D. Insurance

Mesa Water provides a program of insurance for all eligible full-time employees and their dependents. -Part-time partially benefited employees are eligible to participate in some Mesa Water benefit programs as described in the Employee Benefits Summary Handbook. -Temporary employees are not covered by Mesa Water's insurance plans unless otherwise specified in their employment contracts.

Details concerning insurance benefits are contained in the Employee Benefits Summary Handbook which is issued from time to time to each eligible employee. -This booklet summarizes the provisions of the Group Policy principally affecting the persons insured. -The final interpretation of any specific provision in this booklet is governed by the terms of the official plan documents for each policy. -Eligible employees and dependents are covered as follows:

1. Coverage of employees commences on the first day of the month following the date of hire. This is in accordance with current benefit plan requirements that may be modified.
2. Enrolled dependents are covered on the date the employee's insurance is effective or on the date an individual becomes a dependent and is enrolled, whichever is later.
3. With the exception of employees terminated for gross misconduct, employees who lose health care benefits due to termination or a change in category of employment may continue to receive coverage at their own expense through Mesa Water's group policy in accordance with provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA).

#### E. Retirement Plan

Mesa Water contracts with California Public Employees Retirement System (CalPERS), which provides benefits to eligible employees upon retiring and, in addition, benefits to eligible employees who become permanently disabled prior to retirement.

## F. Tuition Assistance

### 1. Purpose

In order to encourage full-time Mesa Water employees to develop and improve their job-related skills through continuing education, Mesa Water has established a plan of tuition assistance for employee education.

### 2. Eligibility

- a. To be eligible to participate, employees must have completed six-months of employment with Mesa Water.
- b. The course(s) must be approved in advance by the employee's department manager and the General Manager or designee prior to enrollment. -Eligible courses must:

~~b.~~ \_\_\_\_\_

- (1) Relate directly to the employee's present assignments at Mesa Water;
- (2) Not conflict with the employee's regular work schedule, unless approved by the General Manager; and
- (3) Be given by an accredited or approved college or school which offers full credit toward a degree for such courses.- Correspondence courses will be approved, provided they are given by an accredited college which offers full credit toward a degree for such courses.

### 3. Reimbursement

Employees, who receive prior approval for courses or a program, continue to be employed by Mesa Water, and achieve a final grade of "C" or better will be reimbursed on a semester or course basis, whichever is applicable, at no more than the California State University rates for California residents for the cost of tuition, normal fees, and books.

## G. Career Development

Employees who have completed at least one -year of service with Mesa Water may be eligible for tuition assistance for additional college courses, which while not directly related to their current job, are part of an approved degree or certificate program. -Tuition reimbursement approval for these courses shall be dependent upon pre-approval by the General Manager or designee and submission of an Annual Career Development Plan, and subject to the same reimbursement rules as the Tuition Assistance Program.

## H. Certification and License Reimbursement

1. Many of Mesa Water's job descriptions require certification from various agencies, such as the American Water Works Association, the County of Orange, the Department of Public Health, the State of California and the Department of Motor Vehicles. -To encourage employees to obtain the required certification and to promote advancement from within Mesa Water, a certification reimbursement program has been established.
2. Application fees associated with any examination taken for the first time, including all certification upgrades will be paid by the employee. -The employee will be reimbursed by Mesa Water upon presenting proof of successfully passing the exam and obtaining the certification.
3. Renewal fees for certification currently held by employees will be paid by Mesa Water directly to the certifying agency.- It is the employee's responsibility to submit the certification renewal notice from the State for payment within a timely manner of receipt, as the Regulations require that renewal fees be paid at least four (4) months before the expiration date. -Mesa Water will not pay any late fees incurred by employees because of untimely submission of fee invoices to District officials for any reason.
4. Class A driver's license fees will be paid by Mesa Water directly to the Department of Motor Vehicles. -Likewise, Mesa Water will make payment directly to the physician providing the physical examination portion of the test. -If an employee fails the written or driving portion of the Class A test, the employee will be required to pay any future fees for re-testing, until he/she successfully passes. -If the employee fails to pass the written or driving portions of the test prior to termination of employment, the employee will be required to reimburse Mesa Water for any fees Mesa Water had previously paid to the Department of Motor Vehicles on the employee's behalf.
5. Employees are responsible for enrolling, participating in, and tracking any/all required ~~contact~~ ~~hour~~ training to obtain and maintain the certificates or licenses required to perform their jobs. If the contact hour training is provided by Mesa Water on work time, or if Mesa Water requires an employee to attend a specific program or class, then the fees and time to attend the class will be paid by Mesa Water. -Coursework obtained from accredited colleges or universities are subject to tuition assistance as provided for in Chapter VII, Section F.
6. Technical Certification Incentive Program awards an annual payment each December to ~~Supervisory/Confidential~~ employees who hold one or more current and valid certification(s), issued by the California Department of Public Health (DPH) and/or American Water Works Association (AWWA), at a rate of \$100 for each certification level above the minimum required in their job specification. Where the employee's job specification does not indicate a minimum certification level, the maximum annual payment will be \$100 per DPH or AWWA certificate held. ~~Same certifications from different agencies will only be eligible for this program once.~~

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Technical Certification Incentive Program and Professional Certification Incentive Program

pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(2) Educational Pay, Educational Incentive.

7. Professional Certification Incentive Program (PCIP) awards a \$500 one-time payment to an ~~Management or Supervisory/Confidential~~ employee who, while employed by Mesa Water, completes an educational course of study or program resulting in a college degree or relevant professional certification, which was approved in advance for the PCIP by Mesa Water's General Manager. Upon completion of the degree or professional certification, and upon verification by Human Resources, then payment will be awarded to the employee and the employee will be recognized at the next scheduled All-Employee Event.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571), the monetary value of Technical Certification Incentive Program and Professional Certification Incentive Program pay shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(2) Educational Pay, Educational Incentive.

#### I. Uniforms

All employees who are provided with uniforms, or receive an annual allowance for safety boots, are required to wear them at all times on the job. -Uniforms and safety boots must be clean and in good condition.

- a. Mesa Water employees are allowed up to \$400 per fiscal year to purchase approved safety boots.
- b. Mesa Water will reimburse one boot insert per safety boot purchased, as long as the total does not exceed \$400.
- c. Should employees' purchased boots become unusable before the fiscal year is over, they will be eligible to purchase new boots with a new \$400 limit.
- d. Employees will need to bring in their old boots for supervisor/manager verification and complete the Boot Reimbursement Form in order to be reimbursed.

a.e. Any falsification of information by employees found during the Boot Reimbursement Program will result in said employee being subject to discipline including and up to, termination.

In compliance with the California Public Employees' Retirement System (CalPERS) regulations and definition of Special Compensation (2 CCR Section 571) FOR CLASSIC MEMBERS ONLY as defined by the Public Employees' Pension Act of 2013, the monetary value of the rental and maintenance of the required uniforms shall be reported to CalPERS as Special Compensation as described in Title 2 CCR, Section 571(a)(5) Statutory Items, Uniform Allowance.

#### J. Service Awards

Upon completion of one (1) year and each five (5) year segment of service, employees are presented an appropriate service award by Mesa Water. -For calculating years of service, the

total number of years worked are counted regardless if a break in service occurs. **Service awards will be recognized in the calendar year in which the anniversary date falls.**

~~VIII.~~

## ~~IX~~.VIII. LAYOFF AND RECALL

### A. Layoff

1. In the event a reduction in Mesa Water's labor force becomes necessary, Mesa Water will determine employees who are to be laid off, with consideration given to work needs, work performance and length of continuous employment.
2. Mesa Water will first determine the classifications from which employees subject to layoff will be drawn. All employees in the selected classifications will be subject to layoff, except employees who have special or unique skills essential to District operations. Part-time, temporary, and new probationary employees in classifications from which positions are to be eliminated will be subject to layoff or termination prior to regular employees.
3. Work performance will be the primary determinant of the order of layoff among employees subject to layoff. Employees whose performance is the least satisfactory will be laid off first. Among employees whose work performance is relatively equal, those employees with less continuous employment will be laid off first. -Performance will be determined by a review of the employee's last performance evaluation and disciplinary actions, if any, during the last two (2) years.

### B. Displacement/Bumping Rights

Regular employees who have been designated for layoff but have held regular status in a lower level classification within the same classification series or department may displace employees in the lower classification provided the employee displacing has greater classification length of service than the incumbent being bumped. The employee bumping must also have a satisfactory or better rating on the last performance evaluation. -If an employee in the higher classification has not held status in a lower classification or does not meet the qualifications of the lower classification, then no displacement options will become available to that individual.

### C. Reemployment List

1. Regular employees who have received a "meets standards" or better performance evaluation for all of the twelve (12) months prior to layoff, have completed their probationary period, have not been denied a merit increase during the twelve (12) months prior to layoff, and who have been laid off will be placed on a reemployment list for the classification from which they were laid off.
2. Employees laid off for a continuous period in excess of one (1) year shall no longer be eligible for recall, and their names shall be removed from the reemployment list. -However, an employee may request that his/her name be retained on the list for an additional year if the request is received prior to the end of the one (1) year period.

#### D. Recall

1. When new jobs are created or vacancies occur, Human Resources will determine whether there are employees on the reemployment list or employees who have been given notice of intended layoff and who are qualified to fill such jobs. -For purposes of this section, “qualified” is defined as an employee who held a regular position with Mesa Water at the time of layoff, has received a “meets standards” or better performance evaluation for all of the twelve (12) months prior to the layoff or to receiving a notice of intended layoff, has not been denied a merit increase during the twelve (12) months prior to layoff and meets all of the minimum requirements for the new or vacant position. -In cases where there is no current performance evaluation on file, the most recent performance evaluation will be used.
2. Employees on the reemployment list are eligible to be recalled in reverse order of layoff, first, to a position in the class from which they were laid off. -If no vacancies occur in their former class, and if they are qualified, they are eligible for recall to another position in a lower class.
3. An employee who is offered and refuses to accept a position in the class from which **they were** laid off, will lose all reemployment rights under these rules.



DRAFT

## **X.IX. SAFETY**

A. The provisions of Mesa Water District's Safety Policies and Injury and Illness Prevention Program (Mesa Water's Policy HSE-019) are adopted by reference and made part of ~~Mesa Water's these Employee~~ Rules & Regulations. -Upon employment, employees are given a copy of Mesa Water's Injury and Illness Prevention Program document, made aware of the Safety Policies, and are required to comply with their provisions. -Attendance at Mesa Water's safety meetings is mandatory unless otherwise approved by the appropriate department manager.

B. Injuries sustained on the job must be reported to the injured employee's supervisor as soon as possible and within twenty-four (24) hours after the injury occurred.

A.C.

Employees are required to conform to District policies governing the operation of District vehicles and use of private vehicles for District business (Mesa Water District's Policy DM-013). Emplo

DRAFT

## **XI.X. PERFORMANCE EVALUATIONS**

### **A. Evaluation Process**

Performance evaluation is an on-going process assessing individual employee performance as to such job--related factors of quantity, ~~and~~ quality, and timeliness of work, efficiency, knowledge, working relationships, dependability, attendance, professionalism, communication skills, problem-solving ability, initiative, safety practices and other work related areas. -An employee must give satisfactory performance and meet expected standards to be eligible for a merit increase, lump sum payment, or promotion. -Deficiencies in performance by an employee may result in a decrease in salary, suspension, demotion or dismissal.

Department managers shall periodically provide feedback to their employees regarding their performance and rate the performance of each employee twice a year (progress reports in March and annual evaluations in September); provided, however, that the department managers may delegate the responsibility for rating the performance of specified employees in their departments to that employee's supervisor. -Interim reports may be completed as necessary when changes in work performance occur. -Each employee will be informed in such reports of strengths and weaknesses. -The employee shall sign the report to acknowledge its contents. The employee will have the opportunity to respond to the performance evaluation within five (5) business days unless the department manager grants an extension. -The performance reports will not be subject to any grievance and/or appeal procedure.

### **B. Problem Solving Process**

While performance evaluations are not subject to grievance, Mesa Water provides ~~for~~ a problem-solving process to assure open lines of communication between employees and their supervisors, preferably at the lowest possible level within the department.

The problem-solving process includes the following steps:

1. An employee who disagrees with the performance evaluation may request a follow-up or second meeting with the evaluator for the purpose of providing additional information and requesting a modification. -The employee must request the meeting, in writing, within five (5) business days of the date the employee received the evaluation. -The evaluator will make a reasonable effort to schedule such a meeting within five (5) business days of the request. The employee may bring another employee for support at their option, but this individual may not serve as an advocate or an employee representative at this meeting. -The name of the additional employee shall be provided to the evaluator in the written request for the meeting.

The employee and the evaluator shall meet in a spirit of cooperation and attempt to resolve any disagreements or questions. -The evaluator may provide a written response to the employee within ten (10) business days of the meeting. -This additional time may be necessary to research, process new/additional information and prepare a response. -A copy of the above-referenced correspondence will be placed, along with the evaluation, in the employee's personnel file.

2. An employee, who is not satisfied with the written response from the evaluator, may request a meeting with the General Manager or designee to present the same information. -Such request shall be made, in writing, within five (5) business days of receipt of the response from the evaluator. -Every reasonable effort will be made to schedule a meeting within ten (10) business days of the request. -The employee may bring another employee for support at their option, but this individual may not serve as an advocate or an employee representative at this meeting. -The name of the additional employee shall be provided to the General Manager in the written request.

The employee and the General Manager shall meet in a spirit of cooperation and attempt to resolve any disagreements or questions. -The General Manager may provide a written response to the employee within ten (10) business days of the meeting. -This additional time may be necessary to research, process new/additional information and prepare a response. A copy of the above-referenced correspondence will be placed, along with the evaluation, in the employee's personnel file.

The decision of the General Manager shall be final.

NOTE: As permitted by the ~~Employee~~ Rules and Regulations, Chapter X. Performance Evaluations, an employee shall have the right to submit a written response to the evaluation. If the problem-solving process is utilized, the time frame to submit this rebuttal/response may be increased from five (5) business days to an amount of time not to exceed thirty (30) days from the date the employee received the performance evaluation.

DRAFT

## **XII.XI. GRIEVANCE PROCEDURE**

### A. Purpose

A grievance procedure has been established for the following purposes:

1. To promote improved employer/employee relations by establishing an appropriate means for determining the validity of grievances; ~~-,~~ i.e., Mesa Water has violated, misinterpreted, or misapplied an obligation to the employee as such obligation is expressed and written in ~~Mesa Water's these Employee~~ Rules and Regulations.
2. To provide a method of resolving such claims as closely as possible to the point of origin and as informally as possible.
3. To encourage communications between supervisors and employees.

### B. Grievance Procedure Steps

#### 1. Step One: Supervisor

An employee who has a grievance shall first discuss it informally with the immediate supervisor within five (5) business days after the employee knew or in the exercise of reasonable diligence should have known of the occurrence of the cause for grievance.

#### 2. Step Two: Department Manager

If the grievance is not resolved within ~~five (5)two (2)~~ business days after its submission in Step One, the employee may submit the grievance in writing to the department manager within five (5) business days thereafter. ~~-~~The department manager or designee will meet with the employee within ~~five (5)two (2)~~ business days after submission of the grievance and will deliver an answer in writing to the employee within ~~five (5)two (2)~~ business days after such meeting. ~~-~~At this and all subsequent steps in the grievance procedure, the employee has the right and option to present their grievance with or without a representative.

#### 3. Step Three: General Manager

If the grievance is not resolved in Step Two, the employee may submit it in writing to the General Manager within five (5) business days after the department manager's answer is received. ~~-~~The General Manager or designee will meet with the employee within ~~ten (10)five (5)~~ business days after receiving the grievance and will deliver an answer to the employee in writing within ~~ten (10)five (5)~~ business days after such meeting. ~~-~~The decision of the General Manager shall be final. If the General Manager is directly involved in the incident, the grievance shall be heard by a neutral third party.

### C. General Provisions

1. Upon receiving an employee request, the General Manager or designee may approve the use of regular working hours for an employee to meet with a representative to prepare and present the grievance, otherwise such meeting must be held off the job.
2. If appeal is not made within the time limits indicated, the grievance will be considered to be settled on the basis of the last decision rendered. -Any grievance not responded to within the prescribed time limits shown will automatically advance to the next step unless the time limit is extended by mutual agreement.
3. ~~If the grievance is of a sexual harassment nature, the complaint procedure in the Non-Discrimination/Harassment, and/or Policy and Complaint Procedure~~ If the grievance relates to conduct covered under the District's Discrimination, Harassment, and Retaliation Policy and Complaint Procedure, then the complaint procedure of that policy should be followed (Mesa Water District's Policy DM-012).
4. Employees are assured freedom from reprisal for using the grievance procedure.



DRAFT

## **XIII.XII. DISCIPLINARY ACTION**

### **A. Cause for Disciplinary Action**

It is intended that discipline be imposed primarily for corrective purposes and to address deficiencies in work performance. -The following is a non-exclusive list of the more common causes for disciplinary action:

1. Action or inaction contrary to the personnel system, ~~Employee~~ Rules and Regulations and policies of Mesa Water District;
2. Inefficiency or incompetence;
3. Willful disobedience or insubordination;
4. Dishonesty;
5. Possession, distribution, sale, use, or being under the influence of alcohol or illegal drugs or narcotics while on duty or while operating a District vehicle or other potentially dangerous equipment;
6. Discourteous treatment of other employees or the public, or abuse of the employee's position in dealing with other employees or the public;
7. Conviction of a felony or misdemeanor where the type of crime is related to their employment;
8. Absence without approved leave;
9. Neglect of duty;
10. Failure to follow safe working practices or failure to promptly report an injury;
11. Disruptive, disorderly, or unfavorable conduct;
12. Mental or physical incapacity to perform duties, and if disabled are unable to be reasonably accommodated, or present a direct threat to the health and/or safety of self or of others;
13. Excessive absenteeism or tardiness;
14. Workplace violence or credible threats of violence;
15. Damage to, misappropriation or waste of public equipment, property, supplies, or other District resources due to negligence or willful acts;
16. Fraud in securing employment or making a false statement on an application for employment;

17. Abuse of sick leave, i.e., taking sick leave without a doctor's certificate when one is required, or misuse of sick leave;
18. An egregious act or pattern of poor professional judgment causing harm to Mesa Water; or
19. Other conduct not consistent with the employee's status as an employee of Mesa Water.

These reasons are indicative and not restrictive and discipline may be based on reasons other than those specifically mentioned above.

#### B. Kinds of **Counseling, Reprimands, and** Disciplinary Action

The following **counseling, reprimands and** disciplinary action may be taken against any employee either by the General Manager or designee:

1. ~~—Oral or Written Warning~~ **Written Counseling Notice:** A counseling memo will be provided to an employee to identify:- a failure of appropriate conduct or performance issue; the performance the employee is to demonstrate in the future; and consequences for failure to correct the behavior or problem.
2. **Written Reprimand:** A written reprimand is written direction from a supervisory employee to **discontinue inappropriate conduct or to correct a performance issue.**
3. **Suspension:** An involuntary absence with or without pay  
**434.** Reduc  
tion in Pay, temporary or permanent
5. ~~4.~~ **Demotion:** Movement from a position in one class to a position in another class having a lower salary range affected for disciplinary purposes.
6. **Dismissal:** Discharge from employment with Mesa Water

#### C. Notification of Proposed Disciplinary Action

Employees having "for cause" rights are entitled to the following procedure before **a disciplinary action of suspension, reduction in pay, demotion, or dismissal which results in the loss of salary or benefits are-is** implemented:

1. The employee receives a preliminary written notice of the proposed action stating the date it is intended to become effective and the specific grounds and particular facts upon which the proposed action is based.
2. Along with this notice, the employee is provided with any known written materials, reports, or documents upon which the action is based.
3. The employee is notified of and has the right to respond informally, either orally, in writing or both, to the proposed charges within a reasonable time. -(A copy of the notice will be sent to the General Manager.)

#### D. Administrative Review

All employees, with the exception of management, probationary, limited term, part-time and temporary employees shall have the right to an Administrative Review of a disciplinary suspension, salary reduction, demotion, or dismissal. -Such review will be conducted by the General Manager or designee prior to the effective date of the disciplinary action unless unusual circumstances justify an effective date which makes prior review unfeasible. -In this event, the review will be conducted within a reasonable period of time after the effective date of the disciplinary action. The employee will be provided copies of materials supportive of the disciplinary action and, if requested, permitted to appear personally before the reviewing officer. The employee will be informed of the decision of the Administrative Review with a final notice of discipline. -An Administrative Review will not affect any rights the employee may have under provisions of the Grievance Procedure.

#### E. Hearing Officer Proceeding

**Hearing Officer: A hearing officer shall be designated by the General Manager.**

All employees, with the exception of management, probationary, limited term, part-time and temporary employees shall have the right to appeal from a final notice of discipline. -The employee must submit the appeal in writing to the **Chief Administrative Services Manager Officer**, who will forward the appeal to **thea** designated Hearing Officer. -The Hearing Officer will present his/her findings in the form of a recommendation to the General Manager, who will make a final decision. -The request for an appeal in front of a Hearing Officer must be received no later than **five (5)** calendar days from the date of the final notice of discipline.

**Date and Time of the Appeal Hearing** – The Hearing Officer will set a date for an appeal hearing within a reasonable time after receipt of a timely written request for appeal. -An employee who, having filed a timely request for appeal, has been notified of the time and place of the appeal hearing, and who fails to appear personally at the hearing, may be deemed to have abandoned his or her appeal. -In such a case, the Hearing Officer may dismiss the appeal.

**Identification of Issues, Witnesses and Evidence** – No later than **ten (10)** days prior to the appeal hearing, each party will provide the other and the Hearing Officer a statement of the issues to be decided, a list of all witnesses to be called (except rebuttal witnesses), a brief summary of

the subject matter of the testimony of each witness, and a copy of all evidence (except rebuttal evidence) to be submitted at the hearing. -The District will use numbers to identify its evidence; the employee shall use alphabet letters. -Neither party will be permitted to call any witness during the hearing who has not been identified pursuant to this section, nor use any exhibit not provided pursuant to this section, unless that party can show that they could not have reasonably anticipated the need for the witness or exhibit. -The Hearing Officer will state at the beginning of the hearing the decision as to the precise issue(s) to be decided.

Procedures – The Hearing Officer will explain the procedure that is to be followed including:

1. All disciplinary hearings may, at the discretion of the parties, be either ~~be~~ recorded by a court reporter or tape recorded. -Any party who requests a transcript of the proceedings must pay for his/her/its own copy of a transcript.
2. Witnesses shall be excluded from the room until their own testimony has been completed and they are released from any possibility of being recalled as witnesses from the current or future proceeding.
3. The Hearing Officer will administer an oath or affirmation to all witnesses.

Each party shall have the right to the following: To call and examine witnesses, present exhibits, introduce exhibits, cross-examine opposing witnesses on any matter relevant to the issues even if that matter was not covered in the direct examination, impeach any witness regardless of which party first called the witness to testify and rebut the evidence against the witness. -If the employee does not testify in his/her own behalf, the employee may be called and examined as if under cross-examination.

Exhibits – Documents offered as exhibits are subject to objection by the other side. -The Hearing Officer will rule upon objections to documents. -The Hearing Officer will also determine when a document will be received as an exhibit. -The other party, the Hearing Officer, and the witness shall be presented a copy of an exhibit, if offered.

Conduct of the Hearing – The hearing need not be conducted according to technical rules relating to evidence and witnesses. -Any relevant evidence shall be admitted if it is the sort of evidence on which responsible persons are accustomed to rely **on** in the conduct of serious affairs, regardless of the existence of any common law or statutory rule, which might have made improper the admission of such evidence over objection in civil actions. -Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence, but shall not be sufficient in and of itself to support a finding, **unless hearsay exemption applies**. -The rules dealing with privileges shall be effective to the same extent that they are now or hereafter may be recognized in civil actions.

After witnesses and documents have been presented, the Hearing Officer will declare that the receipt of evidence is concluded and the Hearing Officer is ready to proceed with summary and argument of the parties.

Burden of Proof at the Hearing – The District has the burden of proof by a preponderance of the evidence.

Hearing Demeanor and Behavior – All parties and their attorneys or representatives shall not, by written submission or oral presentation, disparage the intelligence, ethics, morals, integrity or personal behavior of their adversaries or the Hearing Officer.

Presentation of the Case – The parties will address their remarks, evidence, and objections, to the Hearing Officer. -The Hearing Officer may terminate argument at any time and issue a ruling regarding an objection or any other matter. -The Hearing Officer may alter the order of witnesses, limit redundant or irrelevant testimony, or directly question the witness. -The hearing shall proceed in the following order unless the Hearing Officer directs otherwise:

1. The District shall be permitted to make an opening statement.
2. The employee shall be permitted to make an opening statement.
3. The District shall produce its evidence.
4. The employee shall produce his or her evidence.
5. The District, followed by the employee, may offer rebuttal evidence.
6. Closing arguments of no more than **twenty (20)** minutes shall be permitted at the discretion of the Hearing Officer. -The District shall have the right to argue first, the employee may argue second, and the District may reserve a portion of its argument time for rebuttal.

Written Briefs by the Parties – The Hearing Officer or the parties may request the submission of written briefs. -The Hearing Officer will determine whether to allow written briefs, the deadline for submitting briefs, and the page limit for briefs.

Findings – The Hearing Officer shall render a statement of findings and recommendation to the General Manager within **fourteen (14)** days after the hearing has been completed and the briefs, if any, have been submitted. -The decision of the General Manager is final.

Proof of Service of the Written Findings and Decision – The General Manager shall send his/her final statement of written findings and decision, along with a proof of service of mailing, to each of the parties and to each of the parties' representatives.

Statute of Limitations – The General Manager's written findings and decision is final. -There is no process for reconsideration. -Pursuant to Code of Civil Procedure Section 1094.6, the parties have **ninety (90)** days from the date of the proof of service of mailing of the written findings and decision to appeal ~~in the decision to~~ the Superior ~~Court~~ **Court** ~~and for the~~ of County of Orange.

#### F. Record of Disciplinary Action

Written Warnings, as set forth in Section B., which have been included in an employee's personnel file for one (1) year or more may be destroyed, upon request of the employee, provided that during the period since the issuance of such warning(s), the employee's conduct and job performance has been satisfactory.

DRAFT

DRAFT



## **XIV.XIII. EMPLOYEE RIGHTS**

### **A. Employee Rights**

Mesa Water and the Mesa Water District Employees Association (MWDEA), associated with the Orange County Employees Association (OCEA), recognize the rights of unit members to form, join, and participate in the activities of the employee organization for the purpose of representation on all matters of employer-employee relations. -The scope of representation shall include all matters relating to employment conditions and employer-employee relations including, but not limited to, wages, hours and other terms and conditions of employment. (GC Sections 3502, 3504).

### **B. Payroll Deductions**

1. Membership dues and authorized health insurance premiums of MWDEA/OCEA members in the Represented Unit shall be deducted from employee's pay on the regular pay cycle provided ~~that the employee has given written authorization for such deduction to Mesa Water has proof of their membership in the~~ MWDEA/OCEA. -Mesa Water shall transmit the dues and the premiums after the pay date, in accordance with the regular accounting/payroll process. -In the event of a payroll delay from the outside vendor, Mesa Water will advise the organization and seek to remedy the problem as soon as practicable.
2. Mesa Water will notify MWDEA/OCEA by e-mail of the separation of members in the Represented Unit in a timely manner after they have completed their termination paperwork.
3. OCEA shall notify Mesa Water, in writing, as to the amount of dues deduction required prior to commencing the payroll deduction. -In addition, should there be any change in the amount, responsibility for notifying employees and Mesa Water will be that of the employee organization.

### **C. Employee Information Listing**

~~In~~~~Upon request~~ ~~compliance with AB 119~~, Mesa Water will provide OCEA with a listing of current employees who are in classifications represented by the Unit. -This shall include the employees' names, job classifications, salary ranges and steps.

### **D. Bulletin Boards**

Space on bulletin boards in the employee lunchrooms of both District buildings shall be made available to OCEA/MWDEA for the exclusive use of the Association. -Such use shall not interfere with the operation of Mesa Water, nor shall any information be posted that is derogatory to District Board or management, employees or ratepayers. -Posted notices shall be dated and signed or initialed by the authorized representatives of OCEA and/or MWDEA responsible for their issuance. -Stale notices shall be removed.

## ~~XV~~.XIV. EMPLOYEE REPRESENTATION

### A. Grievance Representation

An employee of Mesa Water District may choose to be his/her own representative or may be represented by MWDEA/OCEA in the ~~grievance problem-solving (grievance)~~ procedure.

### B. Authorized ~~Grievance Problem-Solving~~ Representatives

~~Authorized problem-solving (grievance)~~ Authorized grievance representatives will be either OCEA staff or regular employees. Should they be regular employees, they shall be in the same Representation Unit at Mesa Water District, who are members of the MWDEA and designated by OCEA to be representatives in the process. They shall have at least satisfactory performance evaluations and attendance and be knowledgeable about the duties of the affected employee who is being represented.

~~Once each quarter, Upon request,~~ OCEA shall send to Mesa Water a notice in writing informing the District of any changes to the authorized representatives of the employees, and/or list ~~offlisting~~ those representatives who have received training in representing employees and are authorized by OCEA to do so on behalf of the organizations.

### C. Number of Representatives

Representation at the informal and first steps of the ~~problem-solving (grievance)~~ procedure shall be limited to one (1) authorized representative, but request for such representation must be made in advance. ~~OCEA staff representatives may represent the employee at subsequent steps, and may be assisted by the employee representative.~~

### D. OCEA Attendance

If an employee chooses not to be represented by OCEA, OCEA staff may request that Mesa Water permit them to be present at meetings above Step 1 of the grievance procedure. However, the purpose would be solely to protect its duty of fair representation and not to comment on the substance of the grievance itself.

### E. Time -Off

Reasonable time off without loss of pay will be given to an employee and an authorized representative for the following purposes: to meet to prepare and/or resolve a grievance, to conduct relevant research on the potential grievance issues or to attend an appeal hearing. Advance approval for release time shall be obtained from the appropriate department manager.

### F. Requirements of Time- Off

The following requirements shall apply, at all times:

1. The grievant and one authorized representative shall obtain permission for the time needed to meet, if during the regular scheduled work hours, and define the location of the meeting.
2. They shall make effective use of the release time from work and if there is any question regarding the appropriateness of the use of time, the representatives will respond to the General Manager or designee on the matter.
3. While the work time off shall not be disruptive to the work of the unit or interfere with the work, Mesa Water's management will make an effort to cooperate with a reasonable request, so long as it is made in advance.

#### G. Good Faith Effort

Both parties agree that this article shall be applied in good faith, with the mutual goal of assuring good communication and effective resolution of problems.

**REPORTS:**

18. REPORT OF THE GENERAL MANAGER:
  - April Key Indicators Report

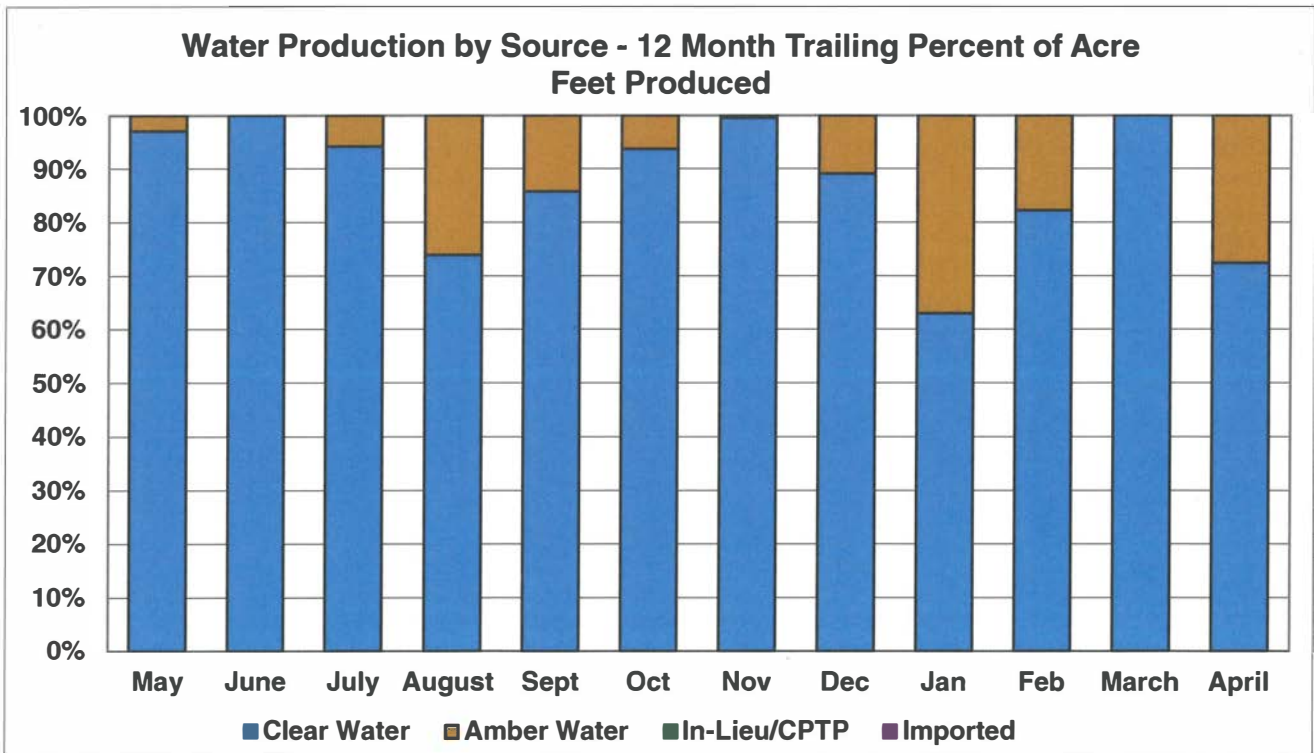
**Monthly Key Indicators Report  
For the Month of April 2024**

**Goal #1: Provide an abundant, local, reliable and safe water supply**

**FY 2024 Potable Production (Acre Feet)**

Water Supply Source	FY 2024 YTD Actual (AF)	FY 2024 YTD Budget (AF)	FY 2024 Annual Budget (AF)
Clear Water	10,433	11,710	13,875
Amber Water (MWRP)	1,727	1,649	2,449
Imported	0	0	0
Basin Management Water	0	0	0
<b>Total Production</b>	<b>12,161</b>	<b>13,359</b>	<b>16,324</b>

YTD actual water production (AF) through April 30, 2024



**Monthly Key Indicators Report  
For the Month of April 2024**

**Goal #1: Provide an abundant, local, reliable and safe water supply**

**FY 2024 System Water Quality – This data reflects samples taken in April**

<b>Distribution System:</b>	<b>Average</b>	<b>Range</b>	<b>MCL</b>
Chlorine Residual (mg/L) <i>Compliance</i>	2.12	0.35 – 2.53 Current RAA = 2.08	4 RAA
Coliform Positive % <i>Compliance</i>	0	0	5
Temperature (° F)	73	68 - 81	None

<b>Reservoir I &amp; II:</b>	<b>Average</b>	<b>Range</b>	<b>MCL</b>
Chlorine Residual (mg/L)*	1.53	0.44 – 2.42	None
Monochloramine (mg/L)*	1.71	0.03 – 2.32	None
Ammonia (mg/L)*	0.30	0 – 0.55	None
Temperature (° F)	72	70 - 74	None

<b>Wells (Treated):</b>	<b>Average</b>	<b>Range</b>	<b>MCL</b>
Chlorine Residual (mg/L)*	2.45	1.88 – 4.02	None
Monochloramine (mg/L)*	2.42	1.85 – 4.42	None
Ammonia (mg/L)*	0.49	0.36 – 0.91	None
Temperature (° F)	72	69 - 75	None

<b>MWRF:</b>	<b>Average</b>	<b>Range</b>	<b>MCL</b>
Chlorine Residual (mg/L)	2.36	2.13 – 2.47	None
Monochloramine (mg/L)	2.29	2.1 – 2.43	None
Ammonia (mg/L)	0.49	0.44 – 0.53	None
Temperature (° F)	78	75 - 81	None
Color (CU) <i>Compliance</i>	ND	ND	15
Odor (TON) <i>Compliance</i>	ND	ND	3

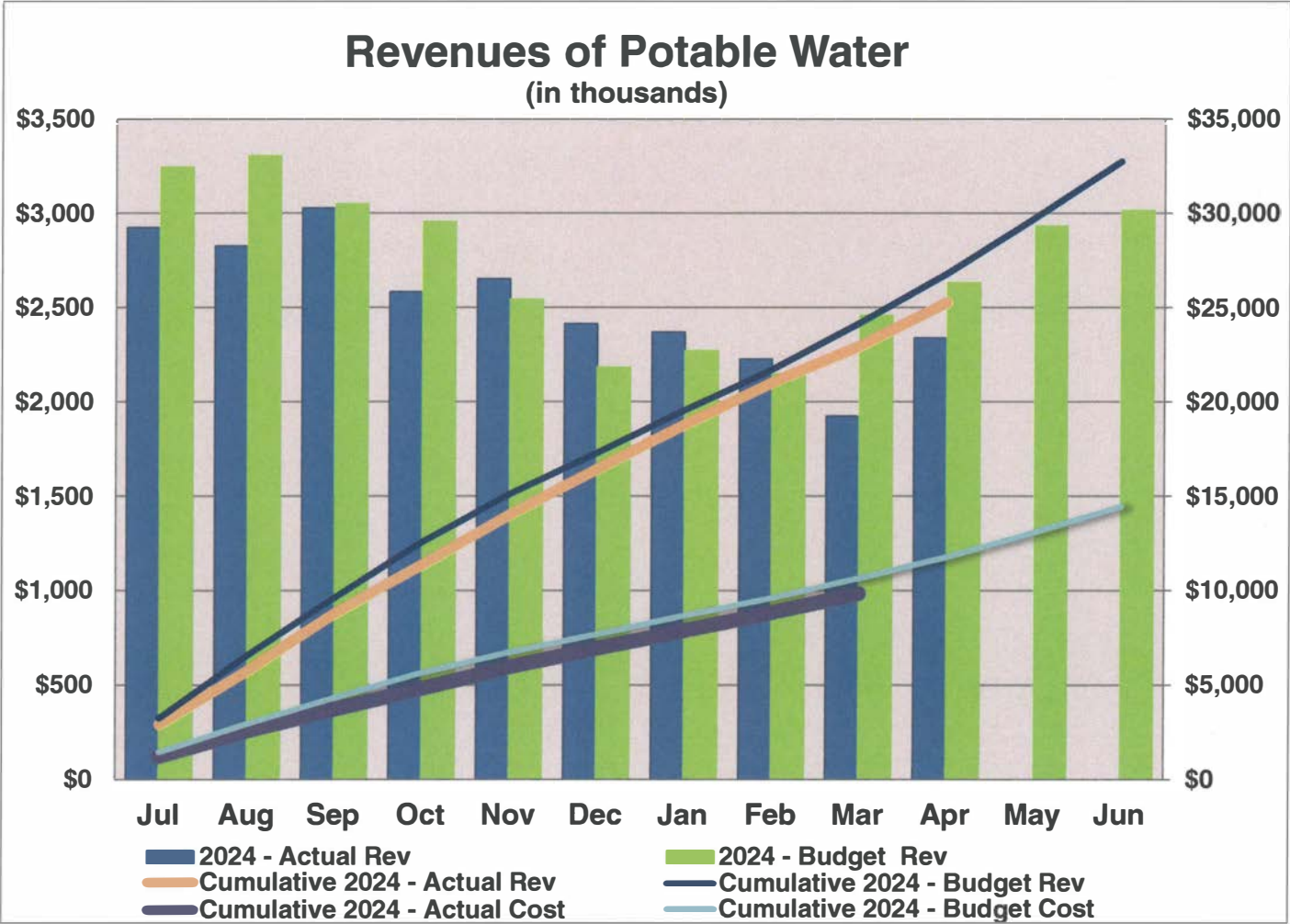
\*Free Chlorine conversion occurred March 4 – April 1, 2024. Some low chlorine residual, monochloramine and ammonia levels were measured in early April after the re-conversion to chloramine.

**Water Quality Calls/Investigations:**

Total Calls	3
Total Investigations (from calls)	1

**Monthly Key Indicators Report  
For the Month of April 2024**

**Goal #2: Perpetually renew and improve our infrastructure**



	Actual	Budget	Favorable (Unfavorable)	
			Difference	%
Total YTD Revenue \$	25,275,902	26,794,007	(1,518,106)	(5.67%)

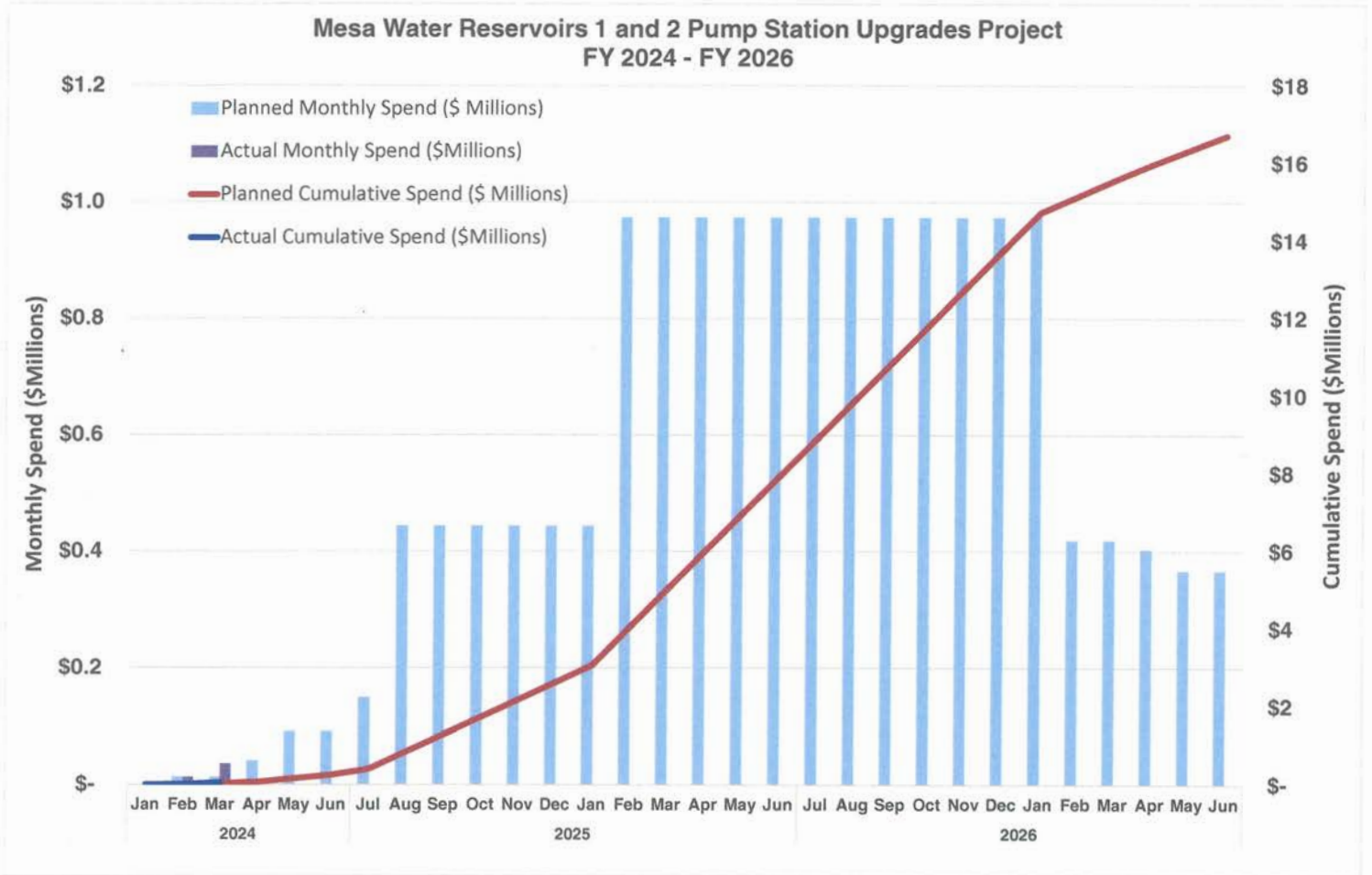
	Actual	Budget	UnFavorable (Favorable)	
			Difference	%
Total YTD Cost \$ *	9,839,940	10,646,211	(806,271)	(7.57%)

\* YTD Cost is trailing YTD Revenue by one month due to the timing of when costs are available.



**Monthly Key Indicators Report  
For the Month of April 2024**

**Goal #3: Be financially responsible and transparent**





**Monthly Key Indicators Report  
For the Month of April 2024**

***Goal #4: Increase favorable opinion of Mesa Water***

**Web Site Information**

<b>Web Site Information</b>	<b>March 2024</b>	<b>April 2024</b>
Visits to the web site	9,569	9,631
New visitors (First time to the site)	6,605	6,639
Average per day	308	321
Average visit length	210 seconds	254 seconds
Page visited most	Online Bill Pay	Online Bill Pay
Second most visited page	Human Resources	Human Resources
Third most visited page	Contact Us	Contact Us
Fourth most visited page	Rates & Fees	Rates & Fees
Fifth most visited page	About Us	About Us
Most downloaded file	2023 Water Quality Report	2023 Water Quality Report
Second most downloaded file	Salary Table	Salary Table
Most active day of the week	Monday	Monday
Least active day of the week	Sunday	Sunday

<b>Total visits since July 1, 2002</b>	<b><u>1,914,842</u></b>
--	-------------------------

**Water Vending Machine Information**

<b>Vending Machine Location</b>	<b>Vend Measurement</b>	<b>April 2024 Vends</b>	<b>Totals Vends</b>
Mesa Water Office	1 gallon	7,292	716,065

**Monthly Key Indicators Report  
For the Month of April 2024**

***Goal #5: Attract, develop and retain skilled employees***

DEPARTMENT:	FY 2024			COMMENTS:
	BUDGET	FILLED	VACANT	
<b>OFFICE OF THE GENERAL MANAGER:</b>				
General Manager	1.00	1.00	0.00	
Business Administrator	1.00	1.00	0.00	
<b>Subtotal</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>ADMINISTRATIVE SERVICES:</b>				
Administrative Services	5.00	5.00	0.00	
<b>Subtotal</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	
<b>CUSTOMER SERVICES:</b>				
Customer Service	4.00	3.00	1.00	Customer Services Manager - <i>vacant; on hold.</i>
<b>Subtotal</b>	<b>4.00</b>	<b>3.00</b>	<b>1.00</b>	
<b>ENGINEERING:</b>				
Engineering	4.00	4.00	0.00	
<b>Subtotal</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
<b>FINANCIAL SERVICES:</b>				
Financial Reporting/ Purchasing	4.00	4.00	0.00	Senior Accounting Technician - <i>vacant; recruitment in process.</i>
Accounting	2.00	1.00	1.00	
<b>Subtotal</b>	<b>6.00</b>	<b>5.00</b>	<b>1.00</b>	
<b>HUMAN RESOURCES:</b>				
Human Resources	2.00	2.00	0.00	
<b>Subtotal</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>PUBLIC AFFAIRS:</b>				
Outreach, Education & Communications	1.50	0.50	1.00	Senior Public Affairs Specialist - <i>vacant; on hold.</i>
Conservation	1.00	1.00	0.00	
<b>Subtotal</b>	<b>2.50</b>	<b>1.50</b>	<b>1.00</b>	
<b>WATER OPERATIONS:</b>				
Supervision/Support	8.00	7.00	1.00	Assistant Water Operations Manager - <i>vacant; recruitment in process.</i>
Distribution	10.00	10.00	0.00	
Field Services	5.00	5.00	0.00	
Production	4.00	4.00	0.00	
Water Quality	2.00	2.00	0.00	
<b>Subtotal</b>	<b>29.00</b>	<b>28.00</b>	<b>1.00</b>	
<b>WATER POLICY:</b>				
Legislative & Governmental Affairs	1.50	1.50	0.00	
<b>Subtotal</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	
<b>* TOTAL BUDGETED POSITIONS:</b>	<b>56.00</b>	<b>52.00</b>	<b>4.00</b>	

**Monthly Key Indicators Report  
For the Month of April 2024**

***Goal #6: Provide excellent customer service***

**Customer Calls**

<b>Call Type</b>	<b>FY 2024 YTD</b>	<b>April 2024</b>	<b>YTD Weekly Average</b>
General Billing Question	1203	119	28
Service Requests	1319	123	31
High Bill	1078	76	25
Payments	1715	134	40
Late Fee	1470	132	34
Account Maintenance	430	38	10
On-Line Bill Pay	2054	182	48
Water Pressure	32	3	1
No Water	92	5	2
Conservation	43	4	1
Water Waste	35	3	1
Other (District info. other utility info. etc.)	1604	221	37
Rate Increase	44	0	1
Fluoridation	0	0	0
<b>TOTAL CUSTOMER CALLS</b>	<b>11120</b>	<b>1040</b>	<b>259</b>
<b>AVERAGE ANSWER TIME (Seconds)</b>	<b>21</b>	<b>21</b>	<b>21</b>

**Online Bill Pay Customers**

<b>Customers Enrolled</b>	<b>FY 2024 YTD</b>	<b>April 2024</b>	<b>YTD Weekly Average</b>
<b>13393</b>	<b>1734</b>	<b>135</b>	<b>39</b>

**REPORTS:**

19. DIRECTORS' REPORTS AND COMMENTS



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Stacy Taylor, Water Policy Manager  
DATE: May 22, 2024  
SUBJECT: Federal Advocacy Update

---

### RECOMMENDATION

Receive and file the Federal Advocacy Update.

### STRATEGIC PLAN

Goal #7: Actively participate in regional and statewide water issues.

### PRIOR BOARD ACTION/DISCUSSION

This item is provided monthly at a Mesa Water District (Mesa Water®) Board of Directors meeting.

### DISCUSSION

Attached are the Federal Advocacy Report and the list of Federal legislation that Mesa Water is tracking.

### FINANCIAL IMPACT

In Fiscal Year 2024, \$475,000 is budgeted for Water Policy Support Services \$395,045 has been spent to date.

### ATTACHMENTS

Attachment A: Federal Advocacy Report  
Attachment B: Federal Legislation Tracker



To: Mesa Water District  
From: Van Scoyoc Associates (VSA); Geoff Bowman, Pete Evich, Ashley Strobel, Jessica Flewallen  
Date: May 14, 2024  
Subject: May 2024 Report

---

### **EPA Announces Final PFAS CERCLA Rule**

On April 17<sup>th</sup>, the EPA released the final rule designating two “forever chemicals,” perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS), as hazardous substances under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), also known as the Superfund law. The rule will ensure polluters are held financially responsible for contamination and are required to report on their releases of PFOA and PFOS to the National Response Center within a 24-hour period. If a release occurs, a follow-up report will be required to be sent within 30 days to the Systems Engineering Research Center (SERC), the Transportation Environmental Research Center (TERC), and the Local Emergency Planning Committees (LEPC), or the Tribal Emergency Planning Committee (TEPC). Additionally, the Agency issued a separate CERCLA enforcement discretion policy that states EPA plans to focus enforcement on parties that significantly contributed to the release of PFAS chemicals into the environment, including parties that manufactured PFAS. It should be noted the enforcement discretion policy does not limit the potential of third-party litigation.

- See the EPA’s press release on the final rule [here](#), and the pre-publication version of the rule [here](#).

### **Reps. Curtis and Perez Introduce Bill to Exempt Utilities from PFAS Regulations**

On April 11<sup>th</sup>, Representatives John Curtis (R-UT) and Marie Perez (D-WA) introduced the Water Systems PFAS Liability Protection Act (H.R.7944). This bill was introduced as a companion bill to a [package of bills](#) introduced by Senator Cynthia Lummis (R-WY) that offers exemptions for water systems, agricultural producers, airports, fire suppression users, and waste managers.

The Water Systems PFAS Liability Protection Act aims to ensure water utilities can continue to focus their efforts on maintaining water quality by preventing the burden of industrial consequences from being passed on to ratepayers, especially those in small and rural communities. Under this bill, PFAS manufacturers found liable for pollution will be fully responsible for all legal, clean up, and environmental remediation costs.

- The full text of the bill can be found [here](#).

### **LIHWAP Legislation Updates**

On April 16<sup>th</sup>, Representative Eric Sorenson (D-IL) introduced the Low-Income Household Water Assistance Program (LIHWAP) Establishment Act (H.R.8032), a companion bill to Senator Padilla's Senate version. Like the Senate version, the bill would permanently establish LIHWAP to provide States with federal grants to help working families afford clean drinking water and wastewater services. The program would transition from its origin within the Department of Health and Human Services to the EPA.

- See the bill text [here](#).

Additionally, VSA received a note from Senator Padilla's office informing us that he has begun circulating the LIHWAP bill to Senate offices, inviting Senators to sign on as co-sponsors. VSA will keep Mesa Water updated on further movement on the LIHWAP legislation.

### **Senator Padilla Introduces Drought Relief Legislation**

On April 16<sup>th</sup>, Senator Alex Padilla (D-CA) introduced the "Drought Relief Obtained Using Government Help Today" (DROUGHT) Act (S.4134) to help alleviate the Western water crisis caused by the long-term drought conditions affecting the Colorado River and its reservoirs. The bill would raise the cost assistance for projects under the Water Infrastructure Finance and Innovation Act (WIFIA) from a maximum of 80% to 90%. This increase would allow more communities in need to be eligible for long-term, low-interest WIFIA loans. The bill would not affect the obligations to repay the loans, the timeline for repayment, or interest rates. VSA will update Mesa Water as more information becomes available.

- The full text of the bill can be found [here](#).

### **Special Districts Grant Assembly Act (H.R.7525) Passes in the House**

On May 6<sup>th</sup>, the House passed the Special District Grant Assembly Act (H.R. 7525) by a vote of 352-27, which would codify a first-ever definition of a "special district" in federal law and ensure special districts are eligible for all appropriate forms of federal financial assistance. The bill would require White House Office of Management and Budget (OMB) to issue guidance within 180 days clarifying how a federal agency should recognize special districts as units of local government for the purpose of being eligible to receive federal financial assistance. Under H.R.7525, special districts will be defined as a political subdivision of a State, with specified boundaries and significant budgetary autonomy or control. If signed into law, the bill will require federal agencies to implement OMB's guidance within one year of the date it is issued. Mesa Water sent Representative Porter a support letter for the bill, and she signed on as a co-sponsor and voted to pass the bill on the House floor.

- The full text of H.R. 7525 can be found [here](#).

### **DOJ Publishes Rule Under ADA to Increase Accessibility of Online Content**

On April 24<sup>th</sup>, the Civil Rights Division of the Department of Justice (DOJ) introduced the Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of

State and Local Government Entities rule. This rule revises Title II of the Americans with Disabilities Act (ADA) to establish requirements, including the adoption of technical standards and requirements, to increase accessibility of services, programs, and activities offered by State and Local government entities to the public through web services. When the rule goes into effect on June 24<sup>th</sup>, State and local governments will be required to make their online services more accessible by following the Web Content Accessibility Guidelines (WCAG) Level AA, developed by the World Wide Web Consortium.

- The full text of the rule can be found [here](#), and a fact sheet can be found [here](#).
- All WCAGs can be found [here](#), and a fact sheet can be found [here](#).

### **White House Announces \$3 Billion for Lead Pipe Replacement**

On May 2<sup>nd</sup>, the EPA announced \$3 billion in funding allocated through the Bipartisan Infrastructure Law (BIL) for the identification and replacement of lead service lines. The funding will be available through the EPA's Drinking Water State Revolving Fund (DWSRF) and will be allocated to all 50 States. The EPA claims with the total funds awarded so far, \$9 billion, the Agency can facilitate the replacement of 1.7 million lead pipes, out of the total of 9 million currently in the U.S., based on the Drinking Water Infrastructure Needs Survey and Assessment.

The EPA released a memorandum along with the funding announcement detailing how the projects funded by the DWSRF can best utilize funds to efficiently replace the service lines in the agency's jurisdiction. Also included is a series of outreach documents to aid water systems in community education on drinking water issues, health impacts of lead exposure, service line ownership, and the ability to help identify lead service lines in homes. VSA will update Mesa Water as more information becomes available.

- See the memorandum detailing how the Implement Lead Service Line Replacement projects funded by the DWSRF can efficiently use funding can be found [here](#).
- See the factsheet on community engagement and education [here](#).

### **White House Issues Cyber Security Memorandum**

On April 30<sup>th</sup>, the White House published a national security memorandum on critical infrastructure security and resilience to encourage critical sectors of the economy, including drinking water and wastewater entities, to adhere to improved resilience and security mandates to protect critical infrastructure from physical threats, cyber-attacks, and climate change. The Administration suggests following a risk-based approach that is informed by existing requirements, standards, and guidelines; aligned to reduce redundancy; complimentary to public-private collaboration; and adaptable to evolving risk. In addition to following a risk-based approach, frameworks should enforce accountability, encourage information exchange, leverage expertise and technical resources, utilize global interconnectedness and interdependence of critical infrastructure, align with federal policies, enhance quality of analysis of threats to critical infrastructure, and promote investment in mitigation solutions. The memorandum then breaks down the responsibilities of each individual role within an agency.



Under this new rule, the Secretary of Homeland Security will be developing a National Infrastructure Risk Management Plan informed by individual sector-specific risk assessments and risk management plans, and a cross-sector risk assessment every 2 years.

- The official memorandum can be found [here](#).

## **SUPPORT**

### **Low-Income Household Assistance Water Program (LIHWAP) Establishment Act ([S.3830](#)) Sen. Alex Padilla (D-CA)**

**Status:** Senate - 02/28/2024 Read twice and referred to the Committee on Health, Education, Labor, and Pensions.

**Summary:** The bill would direct the Secretary of the Department of Health and Human Services (HHS) and Administrator of the Environmental Protection Agency (EPA) to make permanent the Low-Income Household Assistance Water Program (LIHWAP). The bill would allow HHS to award grants to eligible entities to provide funds to public water systems to assist low-income households in paying for drinking water or wastewater services.

### **Water Efficiency, Conservation, and Sustainability Act of 2023 ([S.2654/H.R.5016](#)) Sen. Alex Padilla/ Rep. Mike Levin (D-CA)**

**Status:** Senate – 07/27/2023 Read twice and referred to the Committee on Environment and Public Works. House – 07/28/2023 Referred to the House Energy and Commerce Subcommittee on Environment, Manufacturing, and Critical Minerals. Mesa Water wrote a letter of support for Rep. Levin’s House version of the bill.

**Summary:** This bill would create programs at the EPA for states, municipalities, and utilities for water improvement program, a water loss control program, and a program to adopt and implement water-efficient plumbing codes.

### **Support to Rehydrate the Environment, Agriculture, and Municipalities Act (STREAM) Act ([S.2162](#)) Late Sen. Dianne Feinstein (D-CA)**

**Status:** 07/19/2023 – Considered in Committee on Energy and Natural Resources Subcommittee on Water and Power hearing. Mesa Water wrote a support letter for the STREAM Act.

**Summary:** This bill would expedite non-federal storage projects with less than \$250 million in federal funding, water recycling, and desalination projects by allowing the Department of the Interior to approve the projects. This provision is needed following the Water Infrastructure Improvements for the Nation Act’s expiration in December 2021. Absent this provision, Congress must individually authorize all water recycling, desalination, and storage projects, with the exception of projects that receive construction funding under the bipartisan infrastructure legislation.

### **Reclamation Climate Change and Water Program Reauthorization Act of 2023 ([H.R.3027](#)) Rep. Katie Porter (D-CA)**

**Status:** 06/14/2023 – Considered in a Subcommittee hearing held by House Natural Resources Subcommittee on Water, Wildlife and Fisheries.

**Summary:** The bill would reauthorize the Bureau of Reclamation’s Climate Change and Water Program which will expire at the end of 2023.

### **Desalination Research Advancement Act ([H.R.7612](#)) Rep. Mike Levin (D-CA)**

**Status:** 05/12/2022 – Subcommittee Hearings Held. Rep. Levin’s office has communicated to VSA they will soon reintroduce the bill.

**Summary:** This bill would reauthorize the Bureau of Reclamation’s Desalination and Water Purification Research (DWPR) Program, which funds projects to improve water supply development from seawater, brackish groundwater, and wastewater.

**Special District Grant Accessibility Act ([H.R.7525](#)) Rep. Pat Fallon (R-TX)**

**Status:** 03/07/2024 – Ordered to be Reported in the Nature of a Substitute (Amended) by the Yeas and Nays: 38 – 2.

**Summary:** The bill would require special districts to be recognized as local government and be eligible for federal funding.

**WATCH**

**The Health Drinking Water Affordability Act (Healthy H2O Act) ([H.R.1721/S.806](#)) Rep. Chellie Pingree (D-ME)/Sen. Tammy Baldwin (D-WI)**

**Status:** Senate – 03/15/2023 Read twice and referred to the Committee on Agriculture, Nutrition, and Forestry. House – 04/25/2023 Referred to the Subcommittee on Commodity Markets, Digital Assets, and Rural Development.

**Summary:** The bill would provide grants through the U.S. Department of Agriculture for water quality testing and to purchase and install point-of-entry water filtration systems to remove contaminants from drinking water.

**Clean Water Act of 2023 ([H.R.5983](#)) Rep. Rick Larsen (D-OR)**

**Status:** 10/27/2023 – Referred to the Subcommittee on Water Resources and Environment.

**Summary:** This bill would clarify “protected water resources” under the Clean Water Act and would reinstate protections on 50% of wetlands and 70% of rivers that lost protection under the *Sackett v. EPA Hearing*.

**PFAS Accountability Act of 2024 ([H.R. 7194/S.3725](#)) Rep. Madeleine Dean (D-PA)/Sen. Kirsten Gillibrand (D-NY)**

**Status:** House - 02/02/2024 Referred to the Subcommittee on Environment, Manufacturing, and Critical Materials.

Senate - 02/01/2024 Read twice and referred to the Committee on Environment and Public Works.

**Summary:** This bill establishes requirements and incentives to limit the use of perfluoroalkyl and polyfluoroalkyl substances, commonly referred to as PFAS, and remediate PFAS in the environment. The bill directs the EPA to designate the PFAS perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS) as a hazardous substance under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, thereby requiring remediation of releases of those PFAS into the environment.

**Water Affordability, Transparency, Equity, and Reliability Act of 2023 (WATER) Act Rep. Bonnie Watson Coleman (D-NJ) ([H.R.1729](#))**

**Status:** 04/25/2023 – Referred to the Subcommittee on Commodity Markets, Digital Assets, and Rural Development.

**Summary:** The legislation would assist communities in securing access to clean and reliable drinking water. The bill also contains provisions to combat PFAS and provide grants for low-income communities struggling with unaffordable water bills.

**Water Access Act ([H.R.5793](#)) Rep. Debbie Dingell (D-MI)**

**Status:** 09/28/2023 – Referred to the House Committee on Appropriations.

**Summary:** This bill would appropriate \$500 million to LIHWAP under sec. 2912 of the American Rescue Plan Act of 2021, for fiscal year 2024.

**Canal Conveyance Capacity Restoration Act ([S.2161/H.R.2419](#)) Late Sen. Dianne Feinstein (D-CA)/Rep. Jim Costa (D-CA)**

**Status:** Senate – 07/19/2023 Considered in Energy and Natural Resources Committee Water and Power Subcommittee hearing. House – 05/08/2023 Referred to the Subcommittee on Water, Wildlife, and Fisheries.

**Summary:** This bill would authorize a one-third federal cost share for restoring canal capacity. Additionally, the bill would authorize over \$833 million for restoration efforts at the Friant-Kern Canal, Delta Mendota Canal, California Aqueduct, and San Joaquin River.

**Preserving Choice in Vehicle Purchase Act ([H.R.1435](#)) Rep. John Joyce (R-PA)**

**Status:** 09/18/2023 – Received in the Senate and Read twice and referred to the Committee on Environment and Public Works.

**Summary:** This bill would block the U.S. Environmental Agency from giving California a waiver to “limit the sale or use of new motor vehicles with internal combustion engines.” It would do so by modifying the waiver process under the Clean Air Act related to state emission control standards for new motor vehicles.

**Flood Prevention and Snowpack Management Act ([H.R.4247](#)) Rep. Josh Harder (D-CA)**

**Status:** 06/22/2023 – Referred to the Subcommittee on Water Resources and Environment

**Summary:** This legislation would create a task force to monitor California snowpack and flood mitigation. The task force would be established by the Secretary of the Army, acting through the Chief of Engineers, and led by representatives in Congress and Federal agencies.

**Water Systems PFAS Liability Protection Act ([S.1430](#)) Sen. Cynthia Lummis (R-WY)**

**Status:** 05/03/2023 – Read twice and referred to the Committee on Environment and Public Works.

**Summary:** To exempt water systems from liability costs that would stem from EPA’s proposed rule to designate PFOA and PFOS as hazardous substances under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA).

**Working to Advance Tangible and Effective Reforms (WATER) for California Act ([H.R.215](#)) Rep. David Valadao (R-CA)**

**Status:** 04/28/2023 – Ordered to be Reported (Amended) by the Yeas and Nays: 22 - 17.

Included in the House Appropriations Energy and Water Subcommittee appropriations bill.

**Summary:** This bill would require the Central Valley Project and State Water Project promote more water deliveries to farmers under a 2019 Trump-era biological opinion. This legislation would also reauthorize the surface water storage project program and operations of the Central Valley and State Water Projects created in the WIIN Act.

**Water Supply Permitting Coordination Act ([H.R.186](#)) Rep. Tom McClintock (R-CA)**

**Status:** 02/21/2023 – Referred to the Subcommittee on Water, Wildlife, and Fisheries. Included in House Energy & Water Appropriations bill.

**Summary:** This legislation would establish a framework for federal agencies that hold permitting authority to coordinate reservoir construction work and make public the construction schedules, data, and technical materials to prevent delays and create more water supply.

**Water System Threat Preparedness and Resilience Act of 2023 ([H.R.1367/S.660](#)) Rep. Janice Schakowsky (D-IL)/Sen. Edward Markey (D-MA)**

**Status:** Senate – 03/06/2023 – Read twice and referred to the Committee on Environment and Public Works. House – 03/10/2023 Referred to the Subcommittee on Environment, Manufacturing, and Critical Materials.

**Summary:** The legislation would provide funding for water utilities to join the Water Information Sharing and Analysis Center (WaterISAC) to gain access to critical information and practices to protect and mitigate cyber threats.

**Restoring WIFIA Eligibility Act ([H.R.2671](#)) Rep. Jim Costa (D-CA)**

**Status:** 04/19/2023 – Referred to the Subcommittee on Water Resources and Environment.

**Summary:** This bill would amend the Water Infrastructure Finance and Innovation Act of 2014 (WIFIA) to clarify that federally-owned infrastructure projects managed by non-federal entities are eligible for WIFIA funding.

**Protect Our Water Rights Act ([H.R.289](#)) Rep. Doug LaMalfa (R-CA)**

**Status:** 02/21/2023 – Referred to the Subcommittee on Water, Wildlife, and Fisheries.

**Summary:** To mandate contract water deliveries of the Central Valley Project and Klamath River Basin Reclamation Project by the Bureau of Reclamation in normal precipitation years and guarantee additional water in dry years.

**Water Quality and Environmental Innovation Act ([H.R.873](#)) Rep. Byron Donalds (R-FL)**

**Status:** 02/17/2023 – Referred to the Subcommittee on Environment, Manufacturing, and Critical Materials.

**Summary:** To authorize the Administrator of the Environmental Protection Agency to award grants and contracts for projects that use emerging technologies to address threats to water quality.

**California Water Infrastructure Act ([H.R. 1181](#)) Rep. John Garamendi (D-CA)**

**Status:** 02/27/2023 – Referred to the Subcommittee on Water Resources and Environment.

**Summary:** This bill would assist in expediting U.S. Bureau of Reclamation water projects by accepting alternative environmental reviews conducted under state laws, such as the California Environmental Quality Act, in place of federal reviews under the National Environmental Policy Act.

**Federally Integrated Species Health (FISH) Act ([H.R.872](#)) Rep. Ken Calvert (R-CA)**

**Status:** 02/21/2023 – Referred to the Subcommittee on Water, Wildlife, and Fisheries.

**Summary:** This legislation would eliminate the National Oceanic and Atmospheric Administration (NOAA) Fisheries' oversight role in regulating salmon and other fish under the Endangered Species Act and designate the Fish and Wildlife Life Service (FWS) as the sole regulatory authority.

**Open Access Evapotranspiration Data Act ([H.R.2429/S.1118](#)) Rep. Susie Lee (D-NV)/Sen. Catherine Cortez Masto (D-NV)**

**Status:** Senate - 04/09/2024 Placed on Senate Legislative Calendar under General Orders. Calendar No. 355

House – 05/08/2023 Referred to the Subcommittee on Water, Wildlife, and Fisheries.

**Summary:** This bill would create a program within the Department of the Interior to share public data on estimates of evapotranspiration from satellites and weather stations with water managers

**To amend the Federal Water Pollution Control Act with respect to permitting terms. ([H.R.1181](#)) Rep. John Garamendi (D-CA)**

**Status:** 2/27/2023 – Referred to Subcommittee on Water Resources and Environment

**Summary:** This bill would extend National Pollution Discharge Elimination System permits from 5 years to 10 years.

**Stop the Delta Tunnel Act ([H.R.924](#)) Rep. Josh Harder (D-CA)**

**Status:** 02/10/2023 – Referred to the Subcommittee on Water Resources and Environment.

**Summary:** This bill would prohibit the Army Corps of Engineers from issuing a federal permit necessary for the State of California to build the Delta Conveyance Project, commonly known as the Delta Tunnel.

**([H.J.Res.27/S.J.Res.7](#)) Rep. Sam Graves (R-MO)/Sen. Shelly Moore Capito (R-WV)**

**Status:** House - 04/18/2023 – The Chair directed the Clerk to notify the Senate of the action of the House.

Senate - 02/13/2023 Star Print ordered on the joint resolution.

**Summary:** A joint resolution providing for congressional disapproval under chapter 8 of title 5, United States Code, of the rule submitted by the Department of the Army, Corps of Engineers, Department of Defense, and the Environmental Protection Agency relating to "Revised Definition of 'Waters of the United States'"

**Clean Water Allotment Modernization Act of 2023 ([S.115/H.R.3167](#)) Sen. Marco Rubio (R-FL)**

**Status:** Senate – 01/26/2023 Read twice and referred to the Committee on Environment and Public Works.

House - 05/10/2023 Referred to the Subcommittee on Water Resources and Environment.

**Summary:** A bill to revamp the 36-year-old formula used by the federal government to allocate the clean water state revolving fund allocation among states. It would require the Environmental Protection Agency to regularly update how funding allocations are based.

**Veterans Exposed to Toxic PFAS Act ([H.R.4249/S.2294](#)) Rep. Dan Kildee (D-MI)/Sen. Debbie Stabenow (D-MI)**

**Status:** Senate – 07/13/2023 Read twice and referred to the Committee on Veterans' Affairs.

House – 08/08/2023 Referred to the Subcommittee on Health.

**Summary:** This bill provides eligibility for Department of Veterans Affairs hospital care and medical services to veterans and their family members (including those in utero) who have specified conditions and resided at a military installation where individuals were exposed to perfluoroalkyl and polyfluoroalkyl substances, commonly known as PFAS. PFAS are man-made and may have adverse human health effects.

**Wildfire Response and Drought Resiliency Act ([H.R. 5118](#)) Rep. Joe Neguse (D-CO)**

**Status:** Passed house (218-199) 07/29/2022. Received in the Senate 08/02/2022.

**Summary:** A legislative package that includes over 40 bills that would authorize billions of dollars in federal funding for the Departments of Interior and Agriculture for implementation of forest management, water, and climate programs. It would also expand federal disaster relief assistance and research efforts on effects of wildfire on public health, and programs to improve water efficiency and conservation in tribal and low-income communities.

**Controlling America's Perilous Spending (CAPS) Act ([H.R. 9032](#)) Rep. Jodey Arrington (R-TX)**

**Status:** 09/29/2022 – Referred to the Budget and Rules Committees.

**Summary:** This bill would amend the Balanced Budget and Emergency Deficit Control Act of 1985 to extend the discretionary spending limits through fiscal year 2032.

**To include water supply and water conservation as a primary mission of the Corps of Engineers**

**([H.R. 7065](#)) Rep. Grace Napolitano (D-CA)**

**Status:** 01/22/2024 Referred to the House Committee on Transportation and Infrastructure.

**Summary:** This bill would include water supply and water conservation as a primary mission of the Corps of Engineers in planning, designing, constructing, modifying, operating, and maintaining water resources development projects.

**Clean Water SRF Parity Act ([H.R.250](#)) Rep. John Garamendi (D-CA)**

**Status:** 02/01/2023 – Referred to the Subcommittee on Water Resources and Environment.

**Summary:** A bill to expand the state revolving fund established under the Clean Water Act, including by allowing low-interest loans to be given to privately owned treatment works to address wastewater. Currently, loans are given to wastewater systems that are publicly owned.

**PFAS Action Act of 2023 ([H.R.6805](#)) Rep. Debbie Dingell (D-MI)**

**Status:** House - 01/02/2024 Referred to the Subcommittee on Water Resources and Environment

**Summary:** To require the Administrator of the Environmental Protection Agency to designate per- and polyfluoroalkyl substances as hazardous substances under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980.

**Water Affordability, Transparency, Equity, and Reliability Act of 2023 ([S.938](#)) Sen. Bernard Sanders (I-VT)**

**Status:** Senate - 03/22/2023 Read twice and referred to the Committee on Finance.

**Summary:** This bill increases funding for water infrastructure to control water pollution or protected drinking water. In addition, the bill revises requirements concerning the clean water state revolving fund (SRF) and the drinking water SRF. It also creates or reauthorizes several grant programs related to water infrastructure, such as grants for removing lead from drinking water.





*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Stacy Taylor, Water Policy Manager  
DATE: May 22, 2024  
SUBJECT: State Advocacy Update

---

### RECOMMENDATION

Receive and file the State Advocacy Update.

### STRATEGIC PLAN

Goal #7: Actively participate in regional and statewide water issues.

### PRIOR BOARD ACTION/DISCUSSION

This item is provided monthly at a Mesa Water District (Mesa Water®) Board of Directors meeting.

### DISCUSSION

Attached are the State Advocacy Report and the list of State legislation that Mesa Water is tracking.

### FINANCIAL IMPACT

In Fiscal Year 2024, \$475,000 is budgeted for Water Policy Support Services; \$395,045 has been spent to date.

### ATTACHMENTS

Attachment A: State Advocacy Report  
Attachment B: State Legislative Status Report



-VIA ELECTRONIC MAIL-

May 14, 2024

To: Stacy Taylor, Mesa Water District

From: Dennis Albiani, Annalee Augustine, California Advocates

Subject: May 2024 Report

---

May marks a halfway point in the legislative year as all bills must be passed out of their house of origin by May 24 and we receive important budget updates with the Governor's May Revise, which Governor Newsom presented on May 10. The Governor's newly revised \$288.1 billion budget contains \$201 billion for the General Fund and is, as expected, lower than last year's \$306.5 billion budget total which had \$224.1 billion in General Fund. The budget proposal continues to address the states "budget shortfall," which grew by \$7 billion from January's proposal. The actual amount of this year's shortfall is now less than anticipated due to the legislature and Governor's early budget action in April that reduced the shortfall by \$17.3 billion, so the current "budget shortfall" being addressed by the May Revise is \$27.6 billion.

Notable takeaways from the Governor's budget presentation and following press conference include a reduction by \$500 million for water storage funding and comments that the budget largely protects climate funding. The Governor noted how we have received more federal funding than anticipated for climate and water related infrastructure projects.

Both the Senate and Assembly Appropriation Committees follow with difficult fiscal decisions, as the first round of suspense file hearings is May 16. Hundreds of bills introduced this session impose high costs to the state, and their fate will be decided during the May 16 hearing. Both committees have new chairs this year, so with new leadership and fiscal challenges, there are many unknowns as to how significantly the legislative landscape will be affected in the next few weeks.

California Advocates has continued to meet with Mesa Water District staff and on priorities including the most recent Water Use Efficiency Regulations, specifically also with State Water Board Staff on the Standardized Regulatory Impact Assessment and economic analysis. We look forward to continuing to work together, and please do not hesitate to reach out at any time if there are any questions.

## Key Bills

As this report is submitted there are 69 bills CalAd is tracking with either a position or on Mesa Water District's "Key Watch" list which we are monitoring closely and over 200 bills we are tracking for Mesa Water District. Below is a list of key bills with positions taken by Mesa Water District.

### Misc.

**SB 366 (Caballero) The California Water Plan: long-term supply targets** would establish long-term water supply targets for the State to achieve, require a financing plan, and would update the requirement that state agencies develop a plan to achieve those targets, in consultation with local water agencies, wastewater service providers and other stakeholders.

**Status: Two-year bill.**

**Position: Support**

**AB 2257 (Wilson) Local government: property-related water and sewer fees and assessments: remedies** would prohibit an entity from bringing a judicial challenge to Proposition 218 unless that entity has timely submitted to the local agency a written objection to that fee or assessment that specifies the grounds for challenging before the agency takes action. The bill further determines that local agency responses to the timely submitted written objections shall go to the weight of the evidence supporting the agency's compliance on fees and rates imposed the agency. The bill also prohibits an independent cause of action as to the adequacy of the local agency's responses.

**Status: Passed Assembly Local Government on May 1. On Assembly third reading.**

***This bill is sponsored by ACWA.***

**AB 2626 (Dixon) Advanced Clean Fleets regulations: local governments** would extend the compliance dates for local government set forth in the Advanced Clean Fleets Regulation by 10 years.

**Status: Did not receive a vote in either Transportation or Natural Resources and therefore failed to pass legislative deadlines necessary to proceed.**

**Position: Support**

### Water and Climate Infrastructure Bonds

There are four bond measures to add funding for water and climate change related infrastructure ranging from \$4.5 billion to \$16 billion with varied amounts for groundwater, regional watershed resilience, water conservation, and more. Working groups of legislators have met in recent weeks to discuss priorities and we have participated in stakeholder working groups and meetings with legislators to advocate in support of a legislative bond addressing water related infrastructure needs. Governor Newsom said he has been working with the legislature to see "where we land" on all three of the potential categories for a bond measure, as there are also legislative efforts taking place for school and housing bonds.

**AB 305 (Villapudua D) California Flood Protection Bond Act of 2024** would authorize the issuance of bonds in the amount of \$4,500,000,000 pursuant to the State General Obligation Bond Law for flood protection projects, as specified.

**Status: Two-year bill.**

**AB 1567 (Garcia) Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2023** would authorize the issuance of bonds in the amount of \$15,995,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, clean energy, and workforce development programs.

**Status: Two-year bill.**

**SB 638 (Eggman) Climate Resiliency and Flood Protection Bond Act of 2024** would authorize the issuance of bonds in the amount of \$6,000,000,000 pursuant to the State General Obligation Bond Law, for flood protection and climate resiliency projects.

**Status: Two-year bill.**

**SB 867 (Allen) Drought and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, and Park Creation and Outdoor Access Bond Act of 2023** would authorize the issuance of bonds in the amount of \$15,500,000,000 pursuant to the State General Obligation Bond Law to finance projects for drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate smart agriculture, park creation and outdoor access, and clean energy programs.

**Status: Two-year bill.**

### **Regulatory and Administrative Actions**

#### **Hexavalent Chromium Maximum Contaminant Level**

April 17, the State Water Board adopted a Maximum Contaminant Level for Hexavalent Chromium and certifying final Environmental Impact Report during its regular Board Meeting. The proposed Cr(VI) MCL is 0.010 milligrams per liter (mg/L) (or 10 parts per billion). Please find additional information including the [proposed regulatory text](#) from the SWRCB [HERE](#).

#### **Water Supply and Demand Assessment**

April 30, DWR held an informational meeting to discuss the next round of the Annual Water Supply and Demand Assessment (AWSDA). Urban water suppliers are required to submit an AWSDA to DWR through the WUE data Portal by July 1. More information can be found [HERE](#).

#### **California Water Plan: Resource Management Strategies**

On May 1, DWR released a public review draft of its 11 Resource Management Strategies (RMS). Each RMS includes techniques, programs, or policies that can be used by local agencies

and governments to meet their water-related management needs. Please find the RMS [HERE](#) and note that public comments are due on May 31.

### **Advanced Clean Fleets**

April 23, the California Air Resources Board shared an informational post about the Advanced Clean Fleets (ACF) regulation. The post discusses the ACF calculator tool, which helps fleet owners project the number of zero-emission vehicles (ZEV) needed to comply with the High Priority Fleets Model Year Schedule of the ZEV Milestones Option. The post also discusses Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) incentive tools like the HVIP Vehicle Catalog and HVIP Purchaser Resources. Please find the informational post [HERE](#).

## **Administrative Appointments**

### **John Yarbrough, Deputy Director, State Water Project**

John Yarbrough, of Sacramento, has been appointed Deputy Director of the State Water Project at the California Department of Water Resources. Yarbrough has been Assistant Deputy Director at the Department of Water Resources since 2019 and served in several positions there from 1999 to 2005, including Principal Engineer, Supervising Hydroelectric Utility Engineer, Senior Engineer and Engineer. Yarbrough was on the Board of Directors for the Northwest Hydroelectric Association from 2020 to 2023. He earned a Bachelor of Science degree in Civil Engineering from the University of California, Davis, a Master of Science degree in Civil Engineering from California State University, Sacramento, and a Master of Business Administration degree from the University of California, Davis.

### **Zoe Heller, Director, CalRecycle**

Zoe Heller, of Sacramento, has been appointed Director of the California Department of Resources, Recycling, and Recovery. Heller has been Deputy Director of the Division of Circular Economy at the California Department of Resources, Recycling, and Recovery since 2023 and served in several roles there from 2017 to 2022, including Deputy Director of the Materials Management and Local Assistance Division and Deputy Director of Policy Development. Heller held multiple roles at the U.S. Environmental Protection Agency from 2006 to 2017, including Manager of the Zero Waste Section, Special Assistant to Regional Administrator, and Environmental Protection Specialist. She was a Research and Policy Analyst at the Center for Neighborhood Technology from 2004 to 2006. Heller earned a Bachelor of Arts degree in Environmental Policy from Eckerd College and a Master of Public Administration degree from Roosevelt University.

### **Justin Ong, Technical Advisor II, California Public Utilities Commission**

Justin Ong, of Walnut Creek, has been appointed Technical Advisor II at the California Public Utilities Commission. Ong has been Chief Policy Advisor in the Public Advocates Office at the California Public Utilities Commission since 2023 and was Senior Policy Advisor in the Public Advocates Office from 2022 to 2023. Ong was a Senior Fellow at the California Natural Resources Agency from 2021 to 2022. He was a Program Director and Policy Associate at ClearPath from 2014 to 2021. Ong was a Research Program Participant at the National

Renewable Energy Laboratory in 2014. He was a Stanback Fellow at the Rocky Mountain Institute in 2013. Ong was a Climate and Energy Policy Assistant at the Duke Nicholas Institute for Energy, Environment, and Sustainability from 2012 to 2013. He earned a Bachelor of Science degree in Environmental Science and a Bachelor of Arts degree in Economics from the University of California, Los Angeles and a Master of Environmental Management degree from Duke University.

### **California Advocates, Inc. Activity Report**

- Participated in meeting with State Water Resources Control Board staff, Mesa Water District Staff, and David Mitchell of M. Cubed regarding the Standardized Regulatory Impact Assessment (SRIA) and economic analysis for the proposed Water Use Efficiency Regulations.
- Coordinating a meeting with stakeholders to discuss Prop. 218 legislation.
- Attended ACWA SLC meetings.
- Participated in SB 366 (Caballero) support coalition meetings.
- Followed up with stakeholders and legislative staff regarding legislation, budget, and regulatory inquiries.
- Reviewed all bills, identified priorities, and in process of reviewing bills with staff.

### **Important Dates and Deadlines for 2024**

#### **May**

- May 17 Last day for fiscal committees to meet prior to May 28  
May 24 Last day for each house to pass bills introduced in that house.  
May 28 Legislative committee hearings may resume.

#### **June**

- June 15 Legislative Budget Bill must be passed by midnight.  
June 27 Last day for a legislative measure to qualify for the November 5 General Election ballot.

#### **July**

- July 3 Last day for policy committees to meet and report bills and the beginning of Summer Recess begins upon adjournment, provided the Budget Bill has been passed.

## Mesa Water District - Active Legislative Status Report as of 5/14/2024

### Support

**[AB 788](#)** (**[Petrie-Norris D](#)**) **Fire prevention: grant programs: reporting.** (Amended: 7/13/2023 [html](#) [pdf](#))  
**Status:** 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/14/2023)(May be acted upon Jan 2024)  
**Location:** 9/1/2023-S. 2 YEAR  
**Summary:** Existing law requires the Wildfire and Forest Resilience Task Force to develop a comprehensive implementation strategy to track and ensure the achievement of the goals and key actions identified in the state's "Wildfire and Forest Resilience Action Plan" issued by the task force in January 2021. Existing law requires the task force to submit, as part of the implementation strategy, a report to the appropriate policy and budget committees of the Legislature on progress made in achieving the goals and key actions identified in the state's action plan, on state expenditures made to implement these key actions, and on additional resources and policy changes needed to achieve these goals and key actions, as provided. This bill would require the task force, on or before July 1, 2024, and annually thereafter, to compile and post on its internet website specified information relating to specified state and federal grant programs relating to fire prevention, as provided.  
**Position**  
Support

**[AB 2626](#)** (**[Dixon R](#)**) **Advanced Clean Fleets regulations: local governments.** (Introduced: 2/14/2024 [html](#) [pdf](#))  
**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was TRANS. on 3/4/2024)  
**Location:** 4/25/2024-A. DEAD  
**Summary:** Existing law requires the State Air Resources Board to adopt and implement motor vehicle emission standards, in-use performance standards, and motor vehicle fuel specifications for the control of air contaminants and sources of air pollution that the state board has found necessary, cost effective, and technologically feasible. The California Global Warming Solutions Act of 2006 establishes the state board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases and requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions from those sources. Pursuant to its authority, the state board has adopted the Advanced Clean Fleets Regulation, which imposes various requirements for transitioning local, state, and federal government fleets of medium- and heavy-duty trucks, other high-priority fleets of medium- and heavy-duty trucks, and drayage trucks to zero-emission vehicles. The Advanced Clean Fleets Regulation authorizes entities subject to the regulation to apply for exemptions from its requirements under certain circumstances. This bill would extend the compliance dates for local government set forth in the Advanced Clean Fleets Regulation by 10 years. The bill would prohibit the state board from taking enforcement action against a local government for violating the Advanced Clean Fleets Regulation if the alleged violation occurs before January 1, 2025. This bill contains other existing laws.  
**Position**  
Support

### Support - Coalition

**[ACR 153](#)** (**[Petrie-Norris D](#)**) **California Utility Workers Appreciation Day.** (Chaptered: 4/16/2024 [html](#) [pdf](#))  
**Status:** 4/11/2024-Chaptered by Secretary of State - Chapter 40, Statutes of 2024  
**Location:** 4/11/2024-A. CHAPTERED  
**Summary:** This measure would designate March 14 of each year as California Utility Workers Appreciation Day.  
**Position**  
Support -



**[ACR 163](#) (Hart D) Special Districts Week.** (Introduced: 3/21/2024 [html](#) [pdf](#))  
**Status:** 5/13/2024-From committee: Be adopted. To Consent Calendar. (Ayes 10. Noes 0.) (May 13).  
**Location:** 5/13/2024-A. CONSENT CALENDAR  
**Calendar:** 5/16/2024 #114 ASSEMBLY CONSENT CALENDAR 1ST DAY-ASSEMBLY BILLS  
**Summary:** This measure proclaims the week of May 19, 2024, to May 25, 2024, to be Special Districts Week.  
**Position**  
 Support -  
 Coalition

**[SB 366](#) (Caballero D) The California Water Plan: long-term supply targets.** (Amended: 4/8/2024 [html](#) [pdf](#))  
**Status:** 4/8/2024-From committee with author's amendments. Read second time and amended. Re-referred to Com. on W., P., & W.  
**Location:** 6/8/2023-A. W.,P. & W.  
**Summary:** Existing law requires the Department of Water Resources to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, which is known as "The California Water Plan." Existing law requires the department to include a discussion of various strategies in the plan update, including, but not limited to, strategies relating to the development of new water storage facilities, water conservation, water recycling, desalination, conjunctive use, water transfers, and alternative pricing policies that may be pursued in order to meet the future needs of the state. Existing law requires the department to establish an advisory committee to assist the department in updating the plan. This bill would revise and recast certain provisions regarding The California Water Plan to, among other things, require the department to instead establish a stakeholder advisory committee and to expand the membership of the committee to include tribes, labor, and environmental justice interests. The bill would require the department to coordinate with the California Water Commission, the State Water Resources Control Board, other state and federal agencies as appropriate, and the stakeholder advisory committee to develop a comprehensive plan for addressing the state's water needs and meeting specified long-term water supply targets established by the bill for purposes of The California Water Plan. The bill would require the plan to provide recommendations and strategies to ensure enough water supply for all designated beneficial uses. The bill would require the plan to include specified components, including a discussion of various strategies that may be pursued in order to meet the water supply targets, a discussion of agricultural water needs, and an analysis of the costs and benefits of achieving the water supply targets. The bill would require the department to submit to the Legislature an annual report between updates to the plan that includes progress made toward meeting the water supply targets once established, as specified. The bill would also require the department to conduct public workshops to give interested parties an opportunity to comment on the plan and to post the preliminary draft of the plan on the department's internet website.  
**Position**  
 Support -  
 Coalition

### Support if Amended - Coalition

**[AB 1567](#) (Garcia D) Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, Clean Energy, and Workforce Development Bond Act of 2024.** (Amended: 5/26/2023 [html](#) [pdf](#))  
**Status:** 5/13/2024-Withdrawn from committee. Re-referred to Com. on RLS.  
**Location:** 5/13/2024-S. RLS.  
**Summary:** The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide primary election, authorizes the issuance of bonds in the amount of \$4,100,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. Article XVI of the California Constitution requires measures authorizing general obligation bonds to specify the single object or work to be funded by the bonds and further requires a bond act to be approved by a 2/3 vote of each house of the Legislature and a majority of the voters. This bill would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, Clean Energy, and Workforce Development Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$15,995,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, clean energy, and workforce development programs. This bill contains other related provisions.  
**Position**



**[SB 867](#)**

**(Allen D) Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024.**

(Amended: 6/22/2023 [html](#) [pdf](#))

**Status:** 7/6/2023-July 10 hearing postponed by committee.

**Location:** 6/20/2023-A. NAT. RES.

**Summary:** The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide primary election, authorizes the issuance of bonds in the amount of \$4,100,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. Article XVI of the California Constitution requires measures authorizing general obligation bonds to specify the single object or work to be funded by the bonds and further requires a bond act to be approved by a 2/3 vote of each house of the Legislature and a majority of the voters. This bill would enact the Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$15,500,000,000 pursuant to the State General Obligation Bond Law to finance projects for drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate smart agriculture, park creation and outdoor access, and clean energy programs. This bill contains other related provisions.

**Position**

Support if  
Amended -  
Coalition

**Watch-Key**

**[AB 305](#)**

**(Villapudua D) California Flood Protection Bond Act of 2024.** (Amended: 4/25/2023 [html](#) [pdf](#))

**Status:** 5/13/2024-Withdrawn from committee. Re-referred to Com. on RLS.

**Location:** 5/13/2024-S. RLS.

**Summary:** The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide primary election, authorizes the issuance of bonds in the amount of \$4,000,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. The California Constitution requires a measure authorizing general obligation bonds to specify the single object or work to be funded by the bonds and further requires the measure to be approved by a 2/3 vote of each house of the Legislature and a majority of the voters. This bill would enact the California Flood Protection Bond Act of 2024 which, if approved by the voters, would authorize the issuance of bonds in the amount of \$4,500,000,000 pursuant to the State General Obligation Bond Law for flood protection projects, as specified. The bill would provide for the submission of these provisions to the voters at the November 5, 2024, statewide general election.

**Position**

Watch-Key

**[AB 408](#)**

**(Wilson D) Climate-resilient Farms, Sustainable Healthy Food Access, and Farmworker Protection Bond Act of 2024.** (Amended: 8/14/2023 [html](#) [pdf](#))

**Status:** 9/1/2023-In committee: Held under submission.

**Location:** 8/21/2023-S. APPR. SUSPENSE FILE

**Summary:** Existing law requires the Department of Food and Agriculture to promote and protect the agricultural industry of the state. Existing law under Article XVI of the California Constitution requires measures authorizing general obligation bonds to specify the single object or work to be funded by the bonds and further requires a bond act to be approved by a 2/3 vote of each house of the Legislature and a majority of the voters. This bill would enact the Climate-resilient Farms, Sustainable Healthy Food Access, and Farmworker Protection Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$3,650,000,000 pursuant to the State General Obligation Bond Law, to finance programs related to, among other things, agricultural lands, food and fiber infrastructure, climate resilience, agricultural professionals, including farmers, ranchers, and farmworkers, workforce development and training, air quality, tribes, disadvantaged communities, nutrition, food aid, meat processing facilities, and fishing facilities. This bill contains other related provisions.

**Position**  
Watch-Key

---

**[AB 460](#) (Bauer-Kahan D) State Water Resources Control Board: water rights and usage: interim relief: procedures.** (Amended: 5/18/2023 [html](#) [pdf](#))

**Status:** 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was N.R. & W. on 6/7/2023)(May be acted upon Jan 2024)

**Location:** 7/14/2023-S. 2 YEAR

**Summary:** Existing law authorizes the State Water Resources Control Board to investigate all streams, stream systems, lakes, or other bodies of water, take testimony relating to the rights to water or the use of water, and ascertain whether water filed upon or attempted to be appropriated is appropriated under the laws of the state. Existing law requires the board to take appropriate actions to prevent waste or the unreasonable use of water. This bill would authorize the board, in conducting specified investigations or proceedings to inspect the property or facilities of a person or entity, as specified. The bill would authorize the board, if consent is denied for an inspection, to obtain an inspection warrant, as specified, or in the event of an emergency affecting public health and safety, to conduct an inspection without consent or a warrant. Because the willful refusal of an inspection lawfully authorized by an inspection warrant is a misdemeanor, this bill would impose a state-mandated local program by expanding the application of a crime. This bill contains other related provisions and other existing laws.

**Position**  
Watch-Key

---

**[AB 754](#) (Papan D) Water management planning: water shortages.** (Amended: 8/14/2023 [html](#) [pdf](#))

**Status:** 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/21/2023)(May be acted upon Jan 2024)

**Location:** 9/1/2023-S. 2 YEAR

**Summary:** Existing law, the Urban Water Management Planning Act, requires every public and private urban water supplier that directly or indirectly provides water for municipal purposes to prepare and adopt an urban water management plan. Existing law requires an urban water management plan to quantify past, current, and projected water use, identifying the uses among water use sectors, including, among others, commercial, agricultural, and industrial. Existing law requires every urban water supplier to prepare and adopt a water shortage contingency plan as part of its urban water management plan. Existing law requires the water shortage contingency plan to include the procedures used in conducting an annual water supply and demand assessment, including the key data inputs and assessment methodology used to evaluate the urban water supplier's water supply reliability for the current year and one dry year. Existing law requires the key data inputs and assessment methodology to include specified information, including, among other things, a description and quantification of each source of water supply. This bill would require a water shortage contingency plan to include, if, based on a description and quantification of each source of water supply, a single reservoir constitutes at least 50% of the total water supply, an identification of the dam and description of existing reservoir management operations, as specified, and if the reservoir is owned and operated by the urban water supplier, a description of operational practices and approaches, as specified. This bill contains other related provisions and other existing laws.

**Position**  
Watch-Key

---

**[AB 817](#) (Pacheco D) Open meetings: teleconferencing: subsidiary body.** (Amended: 1/17/2024 [html](#) [pdf](#))

**Status:** 5/1/2024-Referred to Coms. on L. GOV. and JUD.

**Location:** 5/1/2024-S. L. GOV.

**Summary:** Existing law, the Ralph M. Brown Act, requires, with specified exceptions, each legislative body of a local agency to provide notice of the time and place for its regular meetings and an agenda containing a brief general description of each item of business to be transacted. The act also requires that all meetings of a legislative body be open and public, and that all persons be permitted to attend unless a closed session is authorized. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. Existing law authorizes the legislative body of a local agency to use alternate teleconferencing provisions during a proclaimed state of emergency (emergency provisions) and, until January 1, 2026, in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met (nonemergency provisions). Existing law imposes different requirements for notice, agenda, and public participation, as prescribed, when a legislative body is using alternate teleconferencing provisions. The nonemergency provisions impose restrictions on remote participation by a member of the legislative body and require the legislative body to specific

means by which the public may remotely hear and visually observe the meeting. This bill, until January 1, 2026, would authorize a subsidiary body, as defined, to use similar alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation, as prescribed. In order to use teleconferencing pursuant to this act, the bill would require the legislative body that established the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 990](#) (Grayson D) Water quality: waste discharge requirements: infill housing projects.**

(Amended: 1/25/2024 [html](#) [pdf](#).)

**Status:** 5/1/2024-Referred to Com. on E.Q.

**Location:** 5/1/2024-S. E.Q.

**Summary:** The Porter-Cologne Water Quality Control Act (act) designates the State Water Resources Control Board and the California regional water quality control boards as the principal state agencies with authority over matters relating to water quality. The act requires the state board and the regional boards to, among other things, coordinate their respective activities to achieve a unified and effective water quality control program in the state. Under existing law, the state board and the 9 California regional water quality control boards regulate water quality and prescribe waste discharge requirements in accordance with the federal National Pollutant Discharge Elimination System (NPDES) permit program established by the federal Clean Water Act and the act. This bill would require the regional water board, defined to mean the regional water board with geographic boundaries for the San Francisco Bay region, to, by July 1, 2025, initiate modifications to its waste discharge requirements, as specified. The bill would require these modifications to be completed within 6 months of initiation. Before finalizing the modifications, the bill would require the regional water board to make specified findings, including, among other things, that concerns regarding the potential impacts of the draft NPDES permit requirements on the development of housing on infill sites have been adequately addressed. The bill would make these provisions inoperative on July 1, 2028, and would repeal them on January 1, 2029. This bill contains other related provisions.

**Position**

Watch-Key

---

**[AB 1337](#) (Wicks D) State Water Resources Control Board: water diversion curtailment.**

(Amended: 5/18/2023 [html](#) [pdf](#).)

**Status:** 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was N.R. & W. on 6/7/2023)(May be acted upon Jan 2024)

**Location:** 7/14/2023-S. 2 YEAR

**Summary:** Under existing law, the diversion or use of water other than as authorized by specified provisions of law is a trespass, subject to specified civil liability. This bill would expand the instances when the diversion or use of water is considered a trespass. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 1573](#) (Friedman D) Water conservation: landscape design: model ordinance.** (Amended: 9/1/2023 [html](#) [pdf](#).)

**Status:** 9/14/2023-Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/7/2023)(May be acted upon Jan 2024)

**Location:** 9/14/2023-S. 2 YEAR

**Summary:** The Water Conservation in Landscaping Act provides for a Model Water Efficient Landscape Ordinance that is adopted and updated at least every 3 years by the Department of Water Resources, unless the department makes a specified finding. Existing law requires a local agency to adopt the model ordinance or to adopt a water efficient landscape ordinance that is at least as effective in conserving water as the updated model ordinance, except as specified. Existing law specifies the provisions of the updated model ordinance, as provided. Existing law includes a related statement of legislative findings and declarations. This bill would require the updated model ordinance to include provisions that require that plants included in a landscape design plan be selected based on their adaptability to climatic, geological, and topographical conditions of the project site, as specified. The bill would also exempt landscaping that is part of a culturally specific project, as defined, ecological restoration projects that do not require a permanent irrigation system, mined-land reclamation projects that do not require a permanent irrigation system, and existing plant collections, as part of botanical gardens and arboretums open to the public, from the model ordinance. The bill would require the updated model ordinance to include provisions that, among other changes, prohibit the use of traditional overhead sprinklers on all new and rehabilitated landscapes and require that new and rehabilitated landscapes use only water efficient irrigation devices. The bill would also require the model ordinance, at the next update initiated after January 1, 2029, to require that all new or

renovated nonresidential areas install in the project footprint not less than 10% California native plants, as provided, and to prohibit the inclusion of nonfunctional turf in nonresidential landscape projects. The bill would make other clarifying changes to the updated model ordinance. The bill would also revise the legislative findings and declarations to state, among other things, that the model ordinance furthers the state's goal to conserve biodiversity and provide for climate resilience consistent with state drought efforts to eliminate the use of irrigation of nonfunctional turf. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 1784](#) (Pellerin D) Primary elections: candidate withdrawals.** (Amended: 4/11/2024 [html](#) [pdf](#))

**Status:** 5/9/2024-Read third time. Passed. Ordered to the Senate. (Ayes 65. Noes 0.) In Senate. Read first time. To Com. on RLS. for assignment.

**Location:** 5/9/2024-S. RLS.

**Summary:** Existing law requires candidates for an office at a primary election to deliver their nomination documents to the county elections official no later than 5 p.m. on the 88th day before the primary election, or in specified cases, no later than 5 p.m. on the 83rd day before the primary election. Existing law prohibits a person who has delivered nomination documents to the county elections official from withdrawing their candidacy. Existing law further prohibits a person from filing nomination documents for a party nomination and an independent nomination for the same office, or for more than one office at the same election. This bill would permit a candidate for an office at a primary election to withdraw their nomination documents for that office during the applicable filing period. The bill would establish requirements for withdrawal, including that the candidate submit a statement under penalty of perjury that they are withdrawing their nomination documents and understand the withdrawal is irrevocable. The bill would permit a candidate who withdraws to file nomination documents for another office at that primary election during the applicable filing period. The bill would clarify that a candidate is prohibited from filing nomination documents for more than one office at the same primary election, except as specified. If an incumbent has delivered but then withdrawn their nomination documents before 5 p.m. on the 88th day before the primary election, the bill would authorize another candidate to deliver their nomination documents no later than 5 p.m. on the 83rd day before the primary election. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 1820](#) (Schiavo D) Housing development projects: applications: fees and exactions.**

(Amended: 4/29/2024 [html](#) [pdf](#))

**Status:** 4/30/2024-Re-referred to Com. on APPR.

**Location:** 4/25/2024-A. APPR.

**Calendar:** 5/15/2024 9:30 a.m. - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS, WICKS, BUFFY, Chair

**Summary:** Existing law requires a city or county to deem an applicant for a housing development project to have submitted a preliminary application upon providing specified information about the proposed project to the city or county from which approval for the project is being sought. Existing law requires a housing development project be subject only to the ordinances, policies, and standards adopted and in effect when the preliminary application was submitted. This bill would authorize a development proponent that submits a preliminary application for a housing development project to request a preliminary fee and exaction estimate, as defined, and would require the local agency to provide the estimate within 30 business days of the submission of the preliminary application. For development fees imposed by an agency other than a city or county, the bill would require the development proponent to request the fee schedule from the agency that imposes the fee. The bill would specify that the preliminary fee and exaction estimate is for informational purposes only and does not affect the scope, amount, or time of payment of any fee or exaction, as specified. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 1827](#) (Papan D) Local government: fees and charges: water: higher consumptive water parcels.**

(Amended: 4/4/2024 [html](#) [pdf](#))

**Status:** 4/29/2024-Read second time. Ordered to third reading.

**Location:** 4/29/2024-A. THIRD READING

**Calendar:** 5/16/2024 #37 ASSEMBLY THIRD READING FILE - ASSEMBLY BILLS

**Summary:** The California Constitution specifies various requirements with respect to the levying of assessments and property-related fees and charges by a local agency, including requiring that the local agency provide public notice and a majority protest procedure in the case of assessments and submit property-related fees and charges for approval by property owners subject to the fee or charge or the electorate residing in the affected area following a public hearing. Existing law, known as the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local

jurisdictions to comply with these requirements and, among other things, authorizes an agency providing water, wastewater, sewer, or refuse collection services to adopt a schedule of fees or charges authorizing automatic adjustments that pass through increases in wholesale charges for water, sewage treatment, or wastewater treatment or adjustments for inflation under certain circumstances. Existing law defines, among other terms, the term "water" for these purposes to mean any system of public improvements intended to provide for the production, storage, supply, treatment, or distribution of water from any source. This bill would provide that the fees or charges for property-related water service imposed or increased, as specified, may include the incrementally higher costs of water service due to specified factors, including the higher water usage demand of parcels. The bill would provide that the incrementally higher costs of water service associated with higher water usage demands, the maximum potential water use, or projected peak water usage may be allocated using any method that reasonably assesses the water service provider's cost of serving those parcels that are increasing potential water usage demand, maximum potential water use, or projected peak water usage. The bill would declare that these provisions are declaratory of existing law. This bill contains other existing laws.

**Position**

Watch-Key

---

**[AB 1851](#) (Holden D) Drinking water: schoolsites: lead testing pilot program.** (Amended: 4/8/2024 [html](#) [pdf](#))

**Status:** 4/24/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 4/24/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100  
ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. The act requires the state board to establish a grant program, in consultation with the State Department of Education, to award grants to local educational agencies for the purposes of improving access to, and the quality of, drinking water in public schools serving kindergarten or any of grades 1 to 12, inclusive, and preschools and child daycare facilities located on public school property. This bill would require the Superintendent of Public Instruction, if an appropriation is made for this purpose, to establish a pilot program to test for and remediate lead contamination in drinking water at participating local educational agency facilities with plumbing that was installed before January 1, 2010. The bill would require the Superintendent to select no fewer than 6 and no more than 10 local educational agencies for participation in the pilot program and, if a selected local educational agency consents to participate in the pilot program, the bill would require the Superintendent to provide grants to the participating local educational agencies for testing and remediating drinking water lead levels at eligible facilities. If sampling results show lead levels in excess of 5 parts per billion for any potable water system outlet, the bill would require a participating local educational agency to notify the parents and guardians of pupils who attend the school of the elevated lead levels, as provided, to take immediate steps to shut down all potable water system outlets where excess lead levels may exist, and to ensure that a lead-free source of drinking water is provided for pupils at each potable water system outlet that has been shut down. This bill contains other related provisions.

**Position**

Watch-Key

---

**[AB 2257](#) (Wilson D) Local government: property-related water and sewer fees and assessments: remedies.** (Amended: 4/23/2024 [html](#) [pdf](#))

**Status:** 5/2/2024-Read second time. Ordered to third reading.

**Location:** 5/2/2024-A. THIRD READING

**Calendar:** 5/16/2024 #47 ASSEMBLY THIRD READING FILE - ASSEMBLY BILLS

**Summary:** The California Constitution specifies various requirements with respect to the levying of assessments and property-related fees and charges by a local agency, including notice, hearing, and protest procedures, depending on the character of the assessment, fee, or charge. Existing law, known as the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local jurisdictions to comply with these requirements. This bill would prohibit, if a local agency complies with specified procedures, a person or entity from bringing a judicial action or proceeding alleging noncompliance with the constitutional provisions for any new, increased, or extended fee or assessment, as defined, unless that person or entity has timely submitted to the local agency a written objection to that fee or assessment that specifies the grounds for alleging noncompliance, as specified. This bill would provide that local agency responses to the timely submitted written objections shall go to the weight of the evidence supporting the agency's compliance with the substantive limitations on fees and assessments imposed by the constitutional provisions. The bill would also prohibit an independent cause of action as to the adequacy of the local agency's responses. This bill would, if the local agency complies with the specified procedures, provide that in any judicial action or proceeding to review, invalidate, challenge, set aside, rescind, void, or annul the fee or assessment for failure to comply with the procedural and substantive requirements of specified constitutional provisions in the fee or assessment setting process, the court's review is limited to a record of proceedings containing specified documents, except as otherwise provided. The



bill would provide that this limitation does not preclude any civil action related to a local agency's failure to implement a fee or assessment in compliance with the manner adopted by the local agency. The bill would make related findings and declarations. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 2302](#) (Addis D) Open meetings: local agencies: teleconferences.** (Introduced: 2/12/2024 [html](#) [pdf](#))  
**Status:** 5/9/2024-Read third time. Passed. Ordered to the Senate. (Ayes 63. Noes 0.) In Senate. Read first time. To Com. on RLS. for assignment.

**Location:** 5/9/2024-S. RLS.

**Summary:** Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Existing law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in specified circumstances if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, and the legislative body complies with prescribed requirements. Existing law imposes prescribed restrictions on remote participation by a member under these alternative teleconferencing provisions, including establishing limits on the number of meetings a member may participate in solely by teleconference from a remote location, prohibiting such participation for a period of more than 3 consecutive months or 20% of the regular meetings for the local agency within a calendar year, or more than 2 meetings if the legislative body regularly meets fewer than 10 times per calendar year. This bill would revise those limits, instead prohibiting such participation for more than a specified number of meetings per year, based on how frequently the legislative body regularly meets. The bill, for the purpose of counting meetings attended by teleconference, would define a "meeting" as any number of meetings of the legislative body of a local agency that begin on the same calendar day. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 2409](#) (Papan D) Office of Planning and Research: permitting accountability transparency dashboard.** (Amended: 4/11/2024 [html](#) [pdf](#))

**Status:** 5/1/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 5/1/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100  
ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** Existing law establishes the Office of Planning and Research within the Governor's office to provide long-range planning and research and to serve as the comprehensive state planning agency. This bill would require the office, on or before January 1, 2026, to create and maintain, as specified, a permitting accountability transparency internet website (dashboard). The bill would require the dashboard to include a display for each permit to be issued by specified state agencies for all covered projects. The bill would define various terms for these purposes. The bill would also require the dashboard to include, but not be limited to, information for each permit to be issued by a state agency that is required for the completion of the project, including, among other requirements, the permit application submission date. The bill would require each state agency with a responsibility for issuing a permit for a covered project to provide information in the appropriate time and manner as determined by the office. The bill would also make related findings and declarations.

**Position**

Watch-Key

---

**[AB 2451](#) (Cervantes D) Public works: prevailing wages.** (Amended: 3/11/2024 [html](#) [pdf](#))  
**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was L. & E. on 3/11/2024)

**Location:** 4/25/2024-A. DEAD

**Summary:** Existing law requires, except for public works projects of \$1,000 or less, that workers employed on public works be paid not less than the general prevailing rate of per diem wages for work of a similar character in the locality that the public work is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed, as prescribed. Existing law requires the Director of Industrial Relations to determine the applicable wage rates established by

collective bargaining agreements and the rates that may have been predetermined for federal public works, within the locality and in the nearest labor market area. This bill would require the director to use the higher rate when rates arise from collective bargaining agreements that have overlapping crafts or classifications.

**Position**

Watch-Key

---

**AB 2489 (Ward D) Local agencies: contracts for special services and temporary help.**

(Amended: 4/29/2024 [html](#) [pdf](#).)

**Status:** 4/30/2024-Re-referred to Com. on APPR.

**Location:** 4/23/2024-A. APPR.

**Calendar:** 5/15/2024 9:30 a.m. - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS, WICKS, BUFFY, Chair

**Summary:** Existing law relating to the government of counties authorizes a county board of supervisors to contract for certain types of special services on behalf of the county, any county officer or department, or any district or court in the county. Existing law requires those special services contracts to be with persons who are specially trained, experienced, expert, and competent to perform those services. This bill would require the board or a representative, at least 10 months before beginning a procurement process to contract with persons for special services that are currently, or were in the previous 10 years, performed by employees of the county represented by an employee organization, to notify, in writing, the exclusive employee representative of the workforce affected by the contract of its determination to begin that process. The bill would provide that this 10-month notice requirement does not apply in the event of an emergency, as defined. The bill would require persons with whom the board of supervisors enter into a contract for special services to perform functions that are currently, or were in the previous 10 years, performed by employees of the county, any county officer or department, or any district or court in the county represented by an employee organization to use employees who meet or exceed the minimum qualifications and standards required of bargaining unit civil service employees who perform or performed the same job functions, as specified. The bill would also require those persons to provide information to the county sufficient to show that their employees meet the minimum qualifications and standards. The bill would specify that these provisions do not apply to contracts between governmental entities. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**AB 2533 (Carrillo, Juan D) Accessory dwelling units: junior accessory dwelling units: unpermitted developments.**

(Amended: 3/21/2024 [html](#) [pdf](#).)

**Status:** 5/9/2024-Read second time. Ordered to Consent Calendar.

**Location:** 5/8/2024-A. CONSENT CALENDAR

**Calendar:** 5/16/2024 #144 ASSEMBLY CONSENT CALENDAR 2ND DAY-ASSEMBLY BILLS

**Summary:** Existing law, the Planning and Zoning Law, authorizes a local agency, by ordinance or ministerial approval, to provide for the creation of accessory dwelling units in areas zoned for residential use, as specified. Existing law prohibits a local agency from denying a permit for an unpermitted accessory dwelling unit that was constructed before January 1, 2018, because the accessory dwelling unit is in violation of building standards or state or local standards applicable to accessory dwelling units, unless the local agency makes a finding that correcting the violation is necessary to protect the health and safety of the public or the occupants of the structure. Existing law makes those provisions inapplicable to a substandard building, as specified. This bill would instead prohibit a local agency from denying a permit for an unpermitted accessory dwelling unit or junior accessory dwelling unit that was constructed before January 1, 2020, for those violations, unless the local agency makes a finding that correcting the violation is necessary to comply with conditions that would otherwise deem a building substandard. The bill would require a local agency to inform the public about the provisions prohibiting denial of a permit for an unpermitted accessory dwelling unit or junior accessory dwelling unit. The bill would require this information to include a checklist of the conditions that deem a building substandard and to inform homeowners that, before submitting a permit application, the homeowner may obtain a confidential third-party code inspection from a licensed contractor. The bill would prohibit a local agency from requiring a homeowner to pay impact fees or connection or capacity charges to obtain a permit if they provide evidence that they meet specified criteria for low- or moderate-income households. By imposing additional duties on local agencies, the bill would impose a state-mandated local program. The bill would authorize an inspector from a local agency, upon receiving an application for a permit for a previously unpermitted accessory dwelling unit or junior accessory dwelling unit constructed before January 1, 2020, to inspect the unit for compliance with health and safety standards and provide recommendations to comply with health and safety standards. The bill would prohibit the local agency from penalizing an applicant for having the unpermitted accessory dwelling unit and would require the local agency to approve necessary permits to correct noncompliance with health and safety standards.

**Position**

---

**[AB 2557](#) (Ortega D) Local agencies: contracts for special services and temporary help: performance reports.** (Amended: 4/25/2024 [html](#) [pdf](#))  
**Status:** 5/8/2024-In committee: Set, first hearing. Referred to suspense file.  
**Location:** 5/8/2024-A. APPR. SUSPENSE FILE  
**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair  
**Summary:** Existing law relating to the government of counties authorizes a county board of supervisors to contract for certain types of special services on behalf of the county, any county officer or department, or any district or court in the county. Existing law requires those special services contracts to be with persons who are specially trained, experienced, expert, and competent to perform those services. This bill would require each person who enters into a contract for special services with the board of supervisors to submit quarterly performance reports, as prescribed, every 90 days, to the board of supervisors and the exclusive representative of the employee organization. The bill would require the board or its representative to monitor quarterly performance reports to evaluate the quality of services. The bill would require contract terms exceeding 2 years to undergo a performance audit, as prescribed, by an independent auditor approved by the board to determine whether the performance standards are being met. This bill contains other related provisions and other existing laws.  
**Position**  
Watch-Key

---

**[AB 2559](#) (Petrie-Norris D) Local planning: electric vehicle service equipment: permitting delays.** (Amended: 3/21/2024 [html](#) [pdf](#))  
**Status:** 4/16/2024-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 7. Noes 0.) (April 16). Re-referred to Com. on APPR.  
**Location:** 4/16/2024-A. APPR.  
**Calendar:** 5/15/2024 9:30 a.m. - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS, WICKS, BUFFY, Chair  
**Summary:** Existing law creates the Governor's Office of Business and Economic Development (GO-Biz) and requires GO-Biz to serve the Governor as the lead entity for economic strategy and the marketing of California on issues relating to business development, private sector investment, and economic growth. Existing law requires every city, county, and city and county to administratively approve an application to install electric vehicle charging stations through the issuance of a building permit or similar nondiscretionary permit and requires the review of an application to install an electric vehicle charging station to be limited to the building official's review of whether it meets all health and safety requirements of local, state, and federal law. Existing law requires an electric vehicle charging station to comply with, among other things, all applicable rules of the Public Utilities Commission regarding safety and reliability, as specified. This bill would require GO-Biz to create and maintain a publicly accessible internet website that contains a landing page with functionality to collect information and report delays and denials in the permitting of electric vehicle service equipment, as specified. The bill would require GO-Biz to establish a working group to evaluate the data it receives from the internet website and direct the working group to determine recommended solutions to address permitting delays. The bill would require, on or before January 1, 2026, GO-Biz to submit to the Legislature and publish on its internet website a comprehensive report regarding the challenges identified throughout the data collection process, as specified. The bill would also require GO-Biz to establish a permit streamlining specialist to assist authorities having jurisdiction with permit delays and denials related to these provisions.  
**Position**  
Watch-Key

---

**[AB 2561](#) (McKinnor D) Local public employees: vacant positions.** (Amended: 3/11/2024 [html](#) [pdf](#))  
**Status:** 5/1/2024-In committee: Set, first hearing. Referred to suspense file.  
**Location:** 5/1/2024-A. APPR. SUSPENSE FILE  
**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair  
**Summary:** Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act prohibits a public agency from, among other things, imposing or threatening to impose reprisals on employees, discriminating or threatening to discriminate against employees, or otherwise interfering with specified employee rights guaranteed by the act. This bill would require each public agency with bargaining unit vacancy rates exceeding 10% for more than 90 days within the past 180 days to meet and confer with a representative of the recognized employee organization to produce, publish, and implement a plan consisting of specified components to fill all vacant positions within the subsequent 180 days. The bill would require the public agency to present this plan during a public hearing to the governing



legislative body and to publish the plan on its internet website for public review for at least one year. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include findings that changes proposed by this bill address a matter of statewide concern.

**Position**

Watch-Key

---

**[AB 2592](#) (Grayson D) Local planning: housing elements: water and sewer services.** (Amended: 3/19/2024 [html](#) [pdf](#))

**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was H. & C.D. on 3/18/2024)

**Location:** 4/25/2024-A. DEAD

**Summary:** The Planning and Zoning Law requires each city, county, or city and county to prepare and adopt a general plan for its jurisdiction that contains certain mandatory elements, including a housing element. Existing law requires a housing element to include an assessment of housing needs and an inventory of resources and constraints relevant to meeting those needs. That law also requires that the housing element adopted by the legislative body of the city, county, or city and county and any amendments made to that element be delivered to all public agencies or private entities that provide water or sewer services, as described, within the territory of the legislative body. Existing law requires each public agency or private entity providing water or sewer services to grant a priority for the provision of these services to proposed developments that include housing units affordable to lower income households. Existing law also requires a public agency or private entity providing water or sewer services to adopt written policies and procedures not later than July 1, 2006, and at least once every 5 years thereafter, with specific objective standards for provision of services, as described. This bill would instead require each public agency or private entity providing water or sewer services to grant a priority for the provision of these services to proposed housing developments, which the bill would define for these purposes to include both housing developments that include units sold or rented to lower income households, as provided in existing law as described above, and housing developments constructed pursuant to specified laws providing for ministerial approval of certain housing developments or subdivision maps. The bill would also update the compliance date to adopt written policies and procedures to July 1, 2025, and continue to require the adoption of those written policies and procedures at least once every 5 years thereafter.

**Position**

Watch-Key

---

**[AB 2599](#) (Committee on Environmental Safety and Toxic Materials) Water: public beaches: discontinuation of residential water service.** (Amended: 3/6/2024 [html](#) [pdf](#))

**Status:** 5/1/2024-Referred to Coms. on E.Q. and HEALTH.

**Location:** 5/1/2024-S. E.Q.

**Summary:** Existing law requires the State Department of Public Health to establish, maintain, and amend as necessary minimum standards for the sanitation of public beaches, as provided. Existing law requires the health officer, as defined, having jurisdiction over an area in which a public beach is created to do certain things, including, in the event of a known untreated sewage release, immediately test the waters adjacent to the public beach and, in the event an untreated sewage release that is known to have reached recreational waters adjacent to a public beach, immediately close those waters until it has been determined by the local health officer that the waters are in compliance with the standards. This bill would authorize the health officer to meet the requirements described above by using test results from other parties that have conducted microbiological contamination testing of the waters under the health officer's jurisdiction, as provided. This bill contains other existing laws.

**Position**

Watch-Key

---

**[AB 2631](#) (Fong, Mike D) Local agencies: ethics training.** (Introduced: 2/14/2024 [html](#) [pdf](#))

**Status:** 4/10/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 4/10/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** Existing law requires all local agency officials to receive training in ethics, at specified intervals, if the local agency provides certain monetary payments to a member of a legislative body, as provided. Existing law requires all local agency officials who are members of specified public bodies to receive the above-described training, whether or not the member receives any type of compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties. Existing law requires an entity that develops curricula to satisfy the above-described requirements to consult with the Fair Political Practices Commission and the Attorney General regarding the sufficiency and accuracy of the proposed course content. Existing law prohibits the Fair Political Practices Commission and the Attorney General, as specified, from precluding an entity from also including local ethics policies in the curricula. This bill would, contingent upon an appropriation for these

purposes, require the Fair Political Practices Commission, in consultation with the Attorney General, to create, maintain, and make available to local agency officials an ethics training course, as specified.

**Position**

Watch-Key

---

**[AB 2661](#) (Soria D) Electricity: transmission facility planning: Westlands Water District.**

(Amended: 4/24/2024 [html](#) [pdf](#))

**Status:** 5/8/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 5/8/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100  
ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** Existing law vests the Public Utilities Commission (PUC) with regulatory authority over public utilities. Existing law requires the PUC to adopt a process for each load-serving entity, as defined, to file an integrated resource plan and a schedule for periodic updates to the plan to ensure that it meets, among other things, the state's targets for reducing emissions of greenhouse gases and the requirement to procure at least 60% of its electricity from eligible renewable energy resources by December 31, 2030. Under existing law, after the load-serving entities updated the integrated resource plans pursuant to the schedule adopted by the PUC, the PUC adopted an aggregated resource portfolio known as the preferred system plan. Existing law establishes an Independent System Operator (ISO) as a nonprofit public benefit corporation, and requires the ISO to ensure the efficient use and reliable operation of the electrical transmission grid consistent with the achievement of planning and operating reserve criteria, as specified. Existing law requires the PUC, in consultation with the State Energy Resources Conservation and Development Commission, to provide, not later than March 31, 2024, transmission-focused guidance to the ISO about resource portfolios of expected future renewable energy resources and zero-carbon resources. Existing law requires the guidance to include the allocation of those resources by region based on technical feasibility and commercial interest in each region. This bill would require the PUC to perform a sensitivity analysis evaluating the potential for 10,000 to 30,000 megawatts of solar electrical generation located in the Central Valley beyond the amount of solar electrical generation described in the most recently adopted preferred system plan as of January 1, 2025. The bill would require the PUC to transmit the sensitivity analysis to the ISO for evaluation as part of the next transmission planning process. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[AB 2729](#) (Patterson, Joe R) Residential fees and charges.** (Amended: 4/25/2024 [html](#) [pdf](#))

**Status:** 4/29/2024-Read second time. Ordered to third reading.

**Location:** 4/29/2024-A. THIRD READING

**Calendar:** 5/16/2024 #35 ASSEMBLY THIRD READING FILE - ASSEMBLY BILLS

**Summary:** Existing law prohibits a local agency that imposes fees or charges on a residential development for the construction of public improvements or facilities from requiring the payment of those fees or charges until the date of the final inspection or the date the certificate of occupancy is issued, whichever occurs first. However, under existing law, a local agency is authorized to collect utility service fees at the time an application for utility service is received, and a local agency is authorized to require payment sooner if the local agency determines that the fees or charges will be collected for public improvements or facilities for which an account has been established and funds appropriated and for which the local agency has adopted a proposed construction schedule or plan prior to final inspection or issuance of the certificate of occupancy, or if the fees or charges are to reimburse the local agency for expenditures previously made. This bill would limit the utility service fees authorized to be collected at the time an application for utility service is received to utility service fees related to capacity charge connections. The bill would delete the above-described authorization for a local agency to require payment of fees or charges prior to the date of final inspection or issuance of the certificate of occupancy, whichever occurs first, and would instead authorize a local agency to require payment of fees or charges at earlier times if any of certain circumstances are satisfied, including authorizing the local agency to require the payment of those fees and charges at the time the local agency issues a permit if the local agency determines, and provides supporting documentation to the applicant establishing, that construction for the public improvement or facility for which the fee or charge is required has commenced or will commence within 24 months of the issuance of the permit, as specified.

**Position**

Watch-Key

---

**[AB 2735](#) (Rubio, Blanca D) Joint powers agreements: water corporations.** (Amended: 4/29/2024 [html](#) [pdf](#))

**Status:** 5/9/2024-Read second time. Ordered to third reading.

**Location:** 5/9/2024-A. THIRD READING

**Calendar:** 5/16/2024 #90 ASSEMBLY THIRD READING FILE - ASSEMBLY BILLS

**Summary:** Existing law, the Joint Exercise of Powers Act, authorizes 2 or more public agencies, if

authorized by their governing bodies, by agreement to jointly exercise any power common to the contracting parties. Existing law authorizes 2 or more local public entities, or a mutual water company, as defined, and a public agency, to provide insurance, as specified, by a joint powers agreement. Existing law authorizes local public entities or a mutual water company and a public agency to enter into a joint powers agreement for the purposes of risk-pooling, as specified. This bill would authorize a water corporation, as defined, and one or more public agencies to provide insurance, as specified, by a joint powers agreement. The bill would also authorize a water corporation and one or more public agencies to enter into a joint powers agreement for the purposes of risk-pooling, as specified.

**Position**

Watch-Key

---

**[AB 2751](#) (Haney D) Employer communications during nonworking hours.** (Amended: 3/21/2024 [html](#) [pdf](#))

**Status:** 5/8/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 5/8/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100  
ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** Existing law, including statutory provisions and orders of the Industrial Welfare Commission, as enforced by the Division of Labor Standards Enforcement, regulates the wages, hours, and working conditions of employees. Existing law makes it a crime for an employer to require or cause any employee to work for longer hours than those fixed or under conditions of labor prohibited by an order of the commission or to violate or refuse or neglect to comply with specified statutes on wages, hours, and working conditions or any order or ruling of the commission. This bill would require a public or private employer to establish a workplace policy that provides employees the right to disconnect from communications from the employer during nonworking hours, except as specified. The bill would define the "right to disconnect" to mean that, except for an emergency or for scheduling, as defined, an employee has the right to ignore communications from the employer during nonworking hours. The bill would require nonworking hours to be established by written agreement between an employer and employee. The bill would authorize an employee to file a complaint of a pattern of violation of the bill's provisions with the Labor Commissioner, punishable by a specified civil penalty.

**Position**

Watch-Key

---

**[AB 2933](#) (Low D) Multiunit residential structures and mixed-use residential and commercial structures: water conservation.** (Amended: 4/18/2024 [html](#) [pdf](#))

**Status:** 5/8/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 5/8/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100  
ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** Existing law, the California Building Standards Law, establishes the California Building Standards Commission within the Department of General Services and sets forth its powers and duties, including approval and adoption of building standards and codification of those standards into the California Building Standards Code, which includes the California Green Building Standards Code. Existing law requires the commission to publish, or cause to be published, editions of the California Building Standards Code in its entirety once every 3 years. Existing law establishes the Building Standards Administration Special Revolving Fund, and makes the moneys in the fund available, upon appropriation, to state entities to carry out various related provisions, as specified. Existing law requires the Department of Housing and Community Development to propose the adoption, amendment, or repeal of building standards to the California Building Standards Commission, and the department to adopt, amend, and repeal other rules and regulations for the protection of the public health, safety, and general welfare of the occupant and the public governing the erection, construction, enlargement, conversion, alteration, repair, moving, removal, demolition, occupancy, use, height, court, area, sanitation, ventilation, and maintenance of all hotels, motels, lodging houses, apartment houses, and dwellings, and buildings and structures accessory thereto, as specified. Existing law authorizes those standards to include voluntary best practice and mandatory requirements related to environmentally preferable water using devices and measures. Existing law requires the department and the commission to research, develop, and propose building standards to reduce potable water use in new residential and nonresidential buildings, including consideration of requiring installation of water reuse systems and consideration of requiring preplumbing of buildings to allow future use of recycled water, onsite treated graywater, or other alternative water sources. This bill would enact the California Multiunit Residential Structure and Mixed-Use Residential and Commercial Structure Water Conservation Act. The bill would state findings and declarations of the Legislature relating to wasted water due to plumbing leaks. The bill would require the department to investigate whether additional water conservation and efficiency measures are warranted for existing and new multifamily residential construction and mixed use commercial structures, including, but not limited to, point-of-use systems, as defined. The bill would authorize the department, if it determines that changes to the California Green Building Standards are warranted, to develop voluntary or mandatory proposals to be submitted to the commission for consideration. This bill contains other related provisions and other existing laws.

**Position**  
Watch-Key

---

**[AB 2947](#) (Lackey R) Water: turfgrass conversion.** (Amended: 4/8/2024 [html](#) [pdf](#))  
**Status:** 5/1/2024-In committee: Set, first hearing. Referred to suspense file.  
**Location:** 5/1/2024-A. APPR. SUSPENSE FILE  
**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair  
**Summary:** Existing law establishes the Department of Water Resources within the Natural Resources Agency and prescribes the powers and responsibilities of the department. The Water Conservation in Landscaping Act provides for a model water efficient landscape ordinance that is adopted and updated at least every 3 years by the department, unless the department makes a specified finding. This bill would prohibit the department, when it allocates funding for turf replacement programs, from excluding urban water suppliers' turfgrass conversion rebate programs if the rebate program requires the recipient of a rebate to achieve a net water savings and to use the most efficient turfgrass irrigation equipment, as provided. The bill would require an urban water supplier that offers a turfgrass conversion rebate program using funds awarded by the department after January 1, 2025, to report annually to the department on the number of turfgrass conversions that are funded through the program and the estimated water savings from the program until the funds are exhausted.  
**Position**  
Watch-Key

---

**[AB 3012](#) (Grayson D) Development fees: fee schedule template: fee estimate tool.** (Amended: 4/18/2024 [html](#) [pdf](#))  
**Status:** 4/24/2024-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 9. Noes 0.) (April 24). Re-referred to Com. on APPR.  
**Location:** 4/24/2024-A. APPR.  
**Calendar:** 5/15/2024 9:30 a.m. - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS, WICKS, BUFFY, Chair  
**Summary:** Existing law, the Permit Streamlining Act, which is part of the Planning and Zoning Law, requires each public agency to provide a development project applicant with a list that specifies the information that will be required from any applicant for a development project. The act requires a city, county, or special district that has an internet website to make available on its internet website certain information, as applicable, including its current schedule of fees and exactions. This bill would require a city or county that has an internet website to make a fee estimate tool that the public can use to calculate an estimate of fees and exactions, as specified, for a proposed housing development project available on its internet website. The bill authorizes the city or county to choose the format of the fee estimate tool. The bill would require a city or county with a population of greater than 500,000 to meet these requirements on or before July 1, 2031. The bill would require a city or county with a population of 500,000 or less to meet these requirements on or before July 1, 2032. By requiring a city or county to include a fee estimate tool on its internet website, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.  
**Position**  
Watch-Key

---

**[AB 3016](#) (Petrie-Norris D) Renewable electrical generation facilities: interagency coordination.** (Amended: 3/11/2024 [html](#) [pdf](#))  
**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was U. & E. on 3/11/2024)  
**Location:** 4/25/2024-A. DEAD  
**Summary:** Existing law establishes the Governor's Office of Business and Economic Development to, among other duties, serve the Governor as the lead entity for economic strategy and the marketing of California on issues relating to business development, private sector investment, and economic growth. Existing law imposes various requirements relating to the environmental review and governmental approval of certain types of projects, including renewable electricity generation projects. This bill would require the office, on or before January 1, 2026, to create and oversee a process for interagency coordination for all state and local agencies with known or likely environmental review or permitting jurisdiction relating to proposed renewable electrical generation facilities. The bill would request federal agencies with known or likely environmental review or permitting jurisdiction relating to proposed renewable electrical generation facilities to participate in the process.  
**Position**  
Watch-Key

---

**[AB 3044](#) (Alanis R) Urban retail water suppliers: urban water use objectives: report.** (Amended: 3/21/2024 [html](#) [pdf](#))  
**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was W.,P. & W. on 3/21/2024)

**Location:** 4/25/2024-A. DEAD

**Summary:** Existing law requires the Department of Water Resources, on or before January 1, 2028, and in coordination with the State Water Resources Control Board, to submit a report to the Legislature on the progress of urban retail water suppliers towards achieving their urban water use objective. This bill would instead require the report to be submitted to the Legislature on or before January 1, 2029.

**Position**

Watch-Key

---

**[AB 3090](#)** (**[Maienschein D](#)**) **Drinking water standards: emergency notification plan.** (Amended: 4/18/2024 [html](#) [pdf](#))

**Status:** 5/8/2024-Referred to Com. on E.Q.

**Location:** 5/8/2024-S. E.Q.

**Summary:** Existing law prohibits a person from operating a public water system without an emergency notification plan that has been submitted to and approved by the State Water Resources Control Board. This bill would authorize and encourage a public water system, when updating an emergency notification plan, to provide notification to water users by means of other communications technology, including, but not limited to, text messages, email, or social media.

**Position**

Watch-Key

---

**[AB 3121](#)** (**[Hart D](#)**) **Urban retail water suppliers: written notice: conservation order: dates.**

(Introduced: 2/16/2024 [html](#) [pdf](#))

**Status:** 5/8/2024-Referred to Com. on N.R. & W.

**Location:** 5/8/2024-S. N.R. & W.

**Summary:** Existing law authorizes the State Water Resources Control Board, on and after January 1, 2025, to issue a written notice to an urban retail water supplier that does not meet its urban water use objective. Existing law authorizes the board, on and after January 1, 2026, to issue a conservation order to an urban retail water supplier that does not meet its urban water use objective. This bill would instead provide that the date the board is authorized to issue a written notice to January 1, 2026 and a conservation order to January 1, 2027.

**Position**

Watch-Key

---

**[AB 3219](#)** (**[Sanchez R](#)**) **Advanced Clean Fleets Regulation: local governments.** (Amended: 3/11/2024 [html](#) [pdf](#))

**Status:** 5/2/2024-Failed Deadline pursuant to Rule 61(b)(6). (Last location was TRANS. on 3/11/2024)

**Location:** 5/2/2024-A. DEAD

**Summary:** Existing law requires the State Air Resources Board to adopt and implement motor vehicle emission standards, in-use performance standards, and motor vehicle fuel specifications for the control of air contaminants and sources of air pollution that the state board has found necessary, cost effective, and technologically feasible. The California Global Warming Solutions Act of 2006 establishes the state board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases and requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions from those sources. Pursuant to its authority, the state board has adopted the Advanced Clean Fleets Regulation, which imposes various requirements for transitioning local, state, and federal government fleets of medium- and heavy-duty trucks, other high-priority fleets of medium- and heavy-duty trucks, and drayage trucks to zero-emission vehicles. The Advanced Clean Fleets Regulation authorizes entities subject to the regulation to apply for exemptions from its requirements under certain circumstances. This bill would provide that the requirements of the Advanced Clean Fleets Regulation do not apply to the purchase by a local government of vehicles with a gross vehicle weight rating greater than 8,500 pounds if the price of the zero-emission version of a vehicle is more than an unspecified percentage of the price of a comparable internal combustion engine version of that vehicle. This bill contains other existing laws.

**Position**

Watch-Key

---

**[ACA 2](#)** (**[Alanis R](#)**) **Water Resiliency Act of 2024.** (Amended: 3/6/2024 [html](#) [pdf](#))

**Status:** 3/19/2024-In committee: Set, first hearing. Hearing canceled at the request of author.

**Location:** 4/20/2023-A. W.,P. & W.

**Summary:** The California Constitution declares that the general welfare requires that the water resources of the state be put to beneficial use to the fullest extent of which they are capable, and that the right to the use of water does not extend to the waste or unreasonable use, method of use, or method of diversion of water. This measure would require the Treasurer to annually transfer an amount equal to 1.5% of all state revenues from the General Fund to the California Water Resiliency



Trust Fund, which the measure would create. The measure would continuously appropriate moneys in the fund to the California Water Commission for its actual costs of implementing these provisions and for specified water infrastructure projects. The measure would require the California State Auditor to annually conduct a programmatic review and an audit of expenditures from the California Water Resiliency Trust Fund and to report those findings, as specified. The measure would authorize a project funded pursuant to these provisions to elect to be subject to a streamlined review pursuant to the California Environmental Quality Act, as specified. The measure would provide that its provisions are severable and would require the Attorney General to defend against any action challenging the validity of the measure, except as provided.

**Position**

Watch-Key

---

**[ACA 16](#)**

**(Bryan D) Environmental rights.** (Introduced: 1/25/2024 [html](#) [pdf](#))

**Status:** 5/1/2024-In committee: Set, first hearing. Referred to suspense file.

**Location:** 5/1/2024-A. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 1100  
ASSEMBLY APPROPRIATIONS SUSPENSE, WICKS, BUFFY, Chair

**Summary:** The California Constitution declares various inalienable rights of the people, including the right to enjoy and defend life and liberty, acquire, possess, and protect property, and pursue and obtain safety, happiness, and privacy. This measure would amend the California Constitution to declare that the people have a right to clean air and water and a healthy environment.

**Position**

Watch-Key

---

**[SB 231](#)**

**(Hurtado D) Department of Water Resources: water supply forecasting.** (Amended: 7/12/2023 [html](#) [pdf](#))

**Status:** 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/23/2023)(May be acted upon Jan 2024)

**Location:** 9/1/2023-A. 2 YEAR

**Summary:** Existing law requires the Department of Water Resources to gather and correlate information and data pertinent to an annual forecast of seasonal water crop. Existing law also requires the department to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, which is known as "The California Water Plan." This bill would require the department, on or before December 31, 2025, to establish a formal process for annually evaluating and improving the accuracy of its water supply forecasts, adopt a new water supply forecasting model that better addresses the effects of climate change, and implement a formal policy and procedures for documenting its operational plans for the state's water supply and its rationale for its operating procedures. The bill would require the department, by December 1, 2024, to prepare, and submit to the Legislature, a report on its progress toward meeting these requirements. This bill contains other related provisions.

**Position**

Watch-Key

---

**[SB 265](#)**

**(Hurtado D) Cybersecurity preparedness: critical infrastructure sectors.** (Amended: 6/19/2023 [html](#) [pdf](#))

**Status:** 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. on 7/10/2023) (May be acted upon Jan 2024)

**Location:** 9/1/2023-A. 2 YEAR

**Summary:** Existing law, the California Emergency Services Act, among other things, creates the Office of Emergency Services (Cal OES), which is responsible for the state's emergency and disaster response services, as specified. Existing law requires Cal OES to establish the California Cybersecurity Integration Center (Cal-CSIC) with the primary mission of reducing the likelihood and severity of cyber incidents that could damage California's economy, its critical infrastructure, or public and private sector computer networks in the state. Existing law requires Cal OES to direct Cal-CSIC to prepare, and Cal OES to submit to the Legislature on or before January 1, 2024, a strategic, multiyear outreach plan to assist the food and agriculture sector and wastewater sector in their efforts to improve cybersecurity and an evaluation of options for providing grants or alternative forms of funding to, and potential voluntary actions that do not require funding and that assist, those sectors in their efforts to improve security preparedness. This bill would require Cal OES to direct Cal-CSIC to prepare, and Cal OES to submit to the Legislature on or before January 1, 2025, a strategic, multiyear outreach plan to assist critical infrastructure sectors, as defined, in their efforts to improve cybersecurity and an evaluation of options for providing grants or alternative forms of funding to, and potential voluntary actions that do not require funding and that assist, that sector in their efforts to improve cybersecurity preparedness. The bill would make related findings and declarations.

**Position**

Watch-Key

---

**[SB 422](#) ([Portantino D](#)) **California Environmental Quality Act: expedited environmental review: climate change regulations.** (Amended: 3/20/2023 [html](#) [pdf](#))**

**Status:** 9/14/2023-Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/12/2023)(May be acted upon Jan 2024)

**Location:** 9/14/2023-A. 2 YEAR

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA requires specified public agencies, including air pollution control districts and air quality management districts, to perform, at the time of adoption of a rule or regulation requiring the installation of pollution control equipment or a performance standard or treatment requirement, an environmental analysis of the reasonably foreseeable methods of compliance. This bill would also require those specified public agencies, at the time of adoption of a rule or regulation requiring the reduction in emissions of greenhouse gases, criteria air pollutants, or toxic air contaminants, to perform an environmental analysis of the reasonably foreseeable methods of compliance. By imposing additional requirements on air districts, this bill would impose a state-mandated local program.

**Position**

Watch-Key

---

**[SB 638](#) ([Eggman D](#)) **Climate Resiliency and Flood Protection Bond Act of 2024.** (Amended: 6/28/2023 [html](#) [pdf](#))**

**Status:** 7/6/2023-July 11 hearing postponed by committee.

**Location:** 6/15/2023-A. W.,P. & W.

**Summary:** The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide primary direct election, authorizes the issuance of bonds in the amount of \$4,000,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. Article XVI of the California Constitution requires measures authorizing general obligation bonds to specify the single object or work to be funded by the bonds and further requires a bond act to be approved by a 2/3 vote of each house of the Legislature and a majority of the voters. This bill would enact the Climate Resiliency and Flood Protection Bond Act of 2024 which, if approved by the voters, would authorize the issuance of bonds in the amount of \$6,000,000,000 pursuant to the State General Obligation Bond Law, for flood protection and climate resiliency projects. This bill contains other related provisions.

**Position**

Watch-Key

---

**[SB 903](#) ([Skinner D](#)) **Environmental health: product safety: perfluoroalkyl and polyfluoroalkyl substances.** (Amended: 4/11/2024 [html](#) [pdf](#))**

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 4/29/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law, commencing January 1, 2025, prohibits the manufacture, distribution, sale, or offering for sale in the state of any new, not previously used, textile articles that contain regulated perfluoroalkyl and polyfluoroalkyl substances (PFAS). Existing law, commencing January 1, 2025, prohibits the manufacture, sale, delivery, holding, or offering for sale in commerce of any cosmetic product that contains intentionally added PFAS. This bill would, beginning January 1, 2032, prohibit a person from distributing, selling, or offering for sale a product that contains intentionally added PFAS, as defined, unless the Department of Toxic Substances Control has made a determination that the use of PFAS in the product is a currently unavoidable use, the prohibition is preempted by federal law, or the product is previously used. The bill would specify the criteria and procedures for determining whether the use of PFAS in a product is a currently unavoidable use, for renewing that determination, and for revoking that determination. The bill would require the department to maintain on its internet website a list of each determination of currently unavoidable use, when each determination expires, and the products and uses that are exempt from the prohibition. The bill would impose an administrative penalty for a violation of the prohibition, as specified. The bill would establish the PFAS Penalty Account and require all administrative penalties received to be deposited into that account and, upon appropriation by the Legislature, to be used for the administration and enforcement of these provisions, as specified. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 937](#)****(Wiener D) Development projects: permits and other entitlements: fees and charges.**(Amended: 4/8/2024 [html](#) [pdf](#))**Status:** 4/30/2024-Read second time. Ordered to third reading.**Location:** 4/30/2024-S. THIRD READING**Calendar:** 5/16/2024 #72 SENATE SENATE BILLS -THIRD READING FILE

**Summary:** The Planning and Zoning Law requires each county and each city to adopt a comprehensive, long-term general plan for its physical development, and the development of specified land outside its boundaries, that includes, among other mandatory elements, a housing element. Existing law, the Permit Streamlining Act, among other things, requires a public agency that is the lead agency for a development project to approve or disapprove that project within specified time periods. Existing law extended by 18 months the period for the expiration, effectuation, or utilization of a housing entitlement, as defined, that was issued before, and was in effect on, March 4, 2020, and that would expire before December 31, 2021, except as specified. Existing law provides that if the state or a local agency extended the otherwise applicable time for the expiration, effectuation, or utilization of a housing entitlement for not less than 18 months, as specified, that housing entitlement would not be extended an additional 18 months pursuant to these provisions. This bill would extend by 24 months the period for the expiration, effectuation, or utilization of a housing entitlement, entitlement for a priority residential development project, as those terms are defined, that was issued before January 1, 2024, and that will expire before December 31, 2025, except as specified. The bill would toll this 24-month extension during any time that the housing entitlement is the subject of a legal challenge. By adding to the duties of local officials with respect to housing entitlements, this bill would impose a state-mandated local program. The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities. This bill contains other related provisions and other existing laws.

**Position**Watch-Key

---

**[SB 955](#)****(Seyarto R) Office of Planning and Research: Infrastructure Gap-Fund Program.**(Amended: 4/4/2024 [html](#) [pdf](#))**Status:** 5/10/2024-Set for hearing May 16.**Location:** 4/15/2024-S. APPR. SUSPENSE FILE**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law establishes the Office of Planning and Research in the Governor's office for the purpose of serving the Governor and the Governor's cabinet as staff for long-range planning and research and constituting the comprehensive state planning agency. Existing law authorizes a local agency to finance infrastructure projects through various means, including by establishing an enhanced infrastructure financing district to finance public capital facilities or other specified projects of communitywide significance that provide significant benefits to the district or the surrounding community. This bill would require the office, upon appropriation by the Legislature, to establish the Infrastructure Gap-Fund Program to provide grants to local agencies to develop and construct infrastructure projects, as defined. The bill would authorize the office to provide funding for up to 20% of a project's total cost, subject to specified requirements, including, among other things, that the office is prohibited from awarding a grant to a local agency unless the local agency provides funding that has been raised through local taxes for at least 10% of the infrastructure project's total cost. The bill would require the office to develop guidelines to implement the program that establish the criteria by which grant applications will be evaluated and funded. The bill would make these provisions operative January 1, 2027.

**Position**Watch-Key

---

**[SB 986](#)****(Seyarto R) Ballot label: bond measure fiscal impact.** (Introduced: 1/30/2024 [html](#) [pdf](#))**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was E. & C.A. on 2/14/2024)**Location:** 4/25/2024-S. DEAD

**Summary:** Existing law requires the Legislative Analyst to prepare a fiscal analysis of each statewide measure for the ballot pamphlet, and requires the title and summary of a measure that appears on the ballot to contain a summary of the Legislative Analyst's estimate of the net state and local government fiscal impact. Existing law prescribes the form and content of the ballot label for candidates and measures on the ballot, and requires the ballot label for statewide measures to include a condensed version of the title and summary, including the fiscal impact summary. Existing law requires local governments, when submitting a measure for voter approval for the issuance of bonds that will be secured by an ad valorem tax, to provide voters a statement that includes estimates of the total debt service and tax rates required to fund the bonds, as specified. This bill would require, for state bond measures and for local measures to approve the issuance of bonds that will be secured by an ad valorem tax, the ballot label to include a summary of the measure's fiscal impact in a specified form. Because this bill would impose new requirements on local elections officials, the bill would impose a



state-mandated local program. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1065](#) (Padilla D) Primary drinking water standards: hexavalent chromium: compliance plan.**

(Amended: 4/8/2024 [html](#) [pdf](#))

**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was E.Q. on 4/3/2024)

**Location:** 4/25/2024-S. DEAD

**Summary:** The California Safe Drinking Water Act provides for the operation of public water systems and imposes on the State Water Resources Control Board various duties and responsibilities for the regulation and control of drinking water in the State of California. The act requires the state board to adopt primary drinking water standards for contaminants in drinking water based upon specified criteria, and requires a primary drinking water standard to be established for hexavalent chromium. Existing law authorizes the state board to grant a variance from primary drinking water standards to a public water system. Existing law makes certain violations of the act a crime. The bill would authorize, until January 1, 2029, the state board to grant an extension of up to 3 years beyond any other compliance period established by the state board for a public water system to achieve compliance with the primary drinking water standard for hexavalent chromium, as prescribed. The bill would require a public water system to comply with all requirements that the state board has established for a public water system during the compliance period, including public notice. The bill would prohibit a public water system from being deemed in violation of the primary drinking water standard for hexavalent chromium while implementing a compliance plan that has been approved by the state board if an extension is provided. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1072](#) (Padilla D) Local government: Proposition 218: remedies.** (Amended: 4/24/2024 [html](#) [pdf](#))

**Status:** 5/2/2024-Read second time. Ordered to third reading.

**Location:** 5/2/2024-S. THIRD READING

**Calendar:** 5/16/2024 #90 SENATE SENATE BILLS -THIRD READING FILE

**Summary:** The California Constitution sets forth various requirements for the imposition of local taxes. The California Constitution excludes from classification as a tax assessments and property-related fees imposed in accordance with provisions of the California Constitution that establish requirements for those assessments and property-related fees. Under these requirements, an assessment is prohibited from being imposed on any parcel if it exceeds the reasonable cost of the proportional special benefit conferred on that parcel, and a fee or charge imposed on any parcel or person as an incident of property ownership is prohibited from exceeding the proportional cost of the service attributable to the parcel. Existing law, known as the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local compliance with the requirements of the California Constitution for assessments and property-related fees. This bill would require a local agency, if a court determines that a fee or charge for a property-related service, as specified, violates the above-described provisions of the California Constitution relating to fees and charges, to credit the amount of the fee or charge attributable to the violation against the amount of the revenues required to provide the property-related service, unless a refund is explicitly provided for by statute. The bill would declare that these provisions are declaratory of existing law. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1110](#) (Ashby D) Urban retail water suppliers: informational order: conservation order.**

(Amended: 4/24/2024 [html](#) [pdf](#))

**Status:** 5/13/2024-From committee: Be ordered to second reading pursuant to Senate Rule 28.8.

**Location:** 5/13/2024-S. SECOND READING

**Calendar:** 5/16/2024 #4 SENATE SENATE BILLS - SECOND READING FILE

**Summary:** Existing law authorizes the State Water Resources Control Board, on and after January 1, 2024, to issue informational orders pertaining to water production, water use, and water conservation to an urban retail water supplier that does not meet its urban water use objective, as provided. This bill would instead authorize the board to issue the informational orders on and after January 1, 2026. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1164](#) (Newman D) Property taxation: new construction exclusion: accessory dwelling units.**

(Amended: 4/11/2024 [html](#) [pdf](#))

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 4/22/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** The California Constitution generally limits ad valorem taxes on real property to 1% of the full cash value of that property. For purposes of this limitation, "full cash value" is defined as the assessor's valuation of real property as shown on the 1975-76 tax bill under "full cash value" or, thereafter, the appraised value of that real property when purchased, newly constructed, or a change in ownership has occurred. This bill would exclude from classification as "newly constructed" and "new construction" the construction of an accessory dwelling unit, as defined, if construction on the unit is completed on or after January 1, 2025, and before January 1, 2030, until one of specified events occurs. The bill would require the property owner to, among other things, notify the assessor that the property owner intends to claim the exclusion for an accessory dwelling unit and submit an affidavit stating that the owner shall make a good faith effort to ensure the unit will be used as residential housing for the duration the owner receives the exclusion. The bill would require the State Board of Equalization to prescribe the manner and form for claiming the exclusion. Because this bill would require an affidavit by a property owner and a higher level of service from county assessors, it would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1178](#) (Padilla D) California Water Quality and Public Health Protection Act.** (Amended: 4/29/2024 [html](#) [pdf](#))

**Status:** 5/13/2024-May 13 hearing: Placed on APPR suspense file.

**Location:** 5/13/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Under existing law, the State Water Resources Control Board and the 9 California regional water quality control boards regulate water quality and prescribe waste discharge requirements in accordance with the federal national pollutant discharge elimination system permit program established by the federal Clean Water Act and the Porter-Cologne Water Quality Control Act. This bill would require the board to, on or before August 1, 2025, establish regulations governing annual reporting by compliance entities, as defined, regarding waste discharges, as provided. The bill would require compliance entities to submit a report to the board by June 1, 2026, and annually thereafter on waste discharges and their locations, as provided. The bill would require the board to quantify the cost of mitigating contamination, if any, caused by those reported waste discharges and would require the board to notify the compliance entities of the cost of mitigating their contamination. The bill would authorize the compliance entity to elect to mitigate the contamination caused by the entity's reported waste discharges, or to have the board impose a surcharge for the cost of mitigating the compliance entity's contamination. The bill would create the California Water Quality and Public Health Impact Fund for receipt of revenue from the surcharge. The bill would require the moneys in the fund to be used exclusively to mitigate the impacts of the contamination on waters of the state caused by the reported waste discharges. The bill would authorize the board to charge compliance entities a reasonable fee necessary to cover the board's reasonable costs of administering and implementing these provisions and to impose noncompliance penalties, not to exceed \$1,000,000. The bill would exempt from these provisions certain discharge requirements prescribed by the state board or a regional board and permits issued by a state in accordance with a program approved by the United States Environmental Protection Agency pursuant to the federal Clean Water Act.

**Position**

Watch-Key

---

**[SB 1185](#) (Niello R) Water conservation: water use objectives.** (Amended: 3/18/2024 [html](#) [pdf](#))

**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was N.R. & W. on 4/3/2024)

**Location:** 4/25/2024-S. DEAD

**Summary:** Existing law requires all water suppliers to increase the efficient use of water. Existing law establishes various water use objectives and restrictions, including urban water use objectives. Existing law requires the State Water Resources Control Board, in coordination with the Department of Water Resources, to adopt long-term standards for the efficient use of water, including standards for, among other things, a volume for water loss, and requires the board, when adopting the standards, to consider policies relating to urban water use objectives and proposed efficiency standards' effects on local wastewater management, developed and natural parklands, and urban tree health. This bill would delete the requirement that the board adopt standards, for purposes of urban water use objectives, for water loss and would instead require the board to consider the policies relating to urban water use objectives and proposed efficiency standards' effects on water loss. The bill would also set forth standards, policies, and procedures relating to water use objectives, generally, including, among other things, a prohibition against any water use objective established by the board that causes a reduction of more than 20% when compared to a water supplier's actual water use in 2023 or that exceeds a water use standard recommended by the department. The bill would also authorize any amount of

water to be used for a variance from a water use objective and would prohibit any required minimum amount of water for a variance. The bill would impose additional duties on the board, including requiring the board to develop a self-certification process for water suppliers for purposes of validating the amount of water in a variance, as provided.

**Position**

Watch-Key

---

**[SB 1188](#) (Laird D) Drinking water: technical, managerial, and financial standards.** (Amended: 3/18/2024

[html](#) [pdf](#).)

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 4/29/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law, the California Safe Drinking Water Act, imposes on the State Water Resources Control Board various responsibilities and duties relating to providing a dependable, safe supply of drinking water. Existing law requires the state board to directly enforce the provisions of the act for all public water systems, except as specified. The act prohibits a person from operating a public water system unless the person first submits an application to the state board and receives a permit to operate the system, as specified. Existing law authorizes the state board to impose permit conditions, requirements for system improvements, technical, financial, or managerial requirements, and time schedules as it deems necessary to ensure a reliable and adequate supply of water at all times that is pure, wholesome, potable, and does not endanger the health of consumers. Existing law makes it a crime to knowingly make any false statement or representation in any application, record, report, or other document submitted, maintained, or used for purposes of compliance with the act. This bill would require the state board to develop and adopt minimum standards related to the technical, managerial, and financial capacity of public water systems with fewer than 10,000 service connections. The bill would require public water systems with fewer than 10,000 service connections to have the capacity to demonstrate compliance with those standards, as provided. This bill would prohibit the state board and the Department of Water Resources from granting or loaning state funding to a public water system that fails to comply with the bill unless the state board or department makes a finding regarding at least one of 3 specified conditions. The bill would authorize the state board to require a public water system subject to the minimum standards to show proof that it has the technical, managerial, and financial capacity to comply with the standards, including, but not limited to, annual reporting of information necessary and appropriate to monitor a public water system's current capacity status. Because knowingly making a false statement or representation in that report would be a crime under the California Safe Drinking Water Act, the bill would impose a state-mandated local program by expanding the scope of a crime.

**Position**

Watch-Key

---

**[SB 1210](#) (Skinner D) New housing construction: electrical, gas, sewer, and water service: service connection information.** (Amended: 4/22/2024 [html](#) [pdf](#).)

**Status:** 5/7/2024-Read second time. Ordered to third reading.

**Location:** 5/7/2024-S. THIRD READING

**Calendar:** 5/16/2024 #98 SENATE SENATE BILLS -THIRD READING FILE

**Summary:** Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations, gas corporations, sewer system corporations, and water corporations, while local publicly owned utilities, including municipal utility districts, public utility districts, and irrigation districts, are under the direction of their governing boards. This bill would, for new housing construction, require the above-described utilities, on or before January 1, 2026, to publicly post on their internet websites (1) the schedule of fees for a service connection, capacity, or other point of connection charge for each housing development type, including, but not limited to, accessory dwelling unit, mixed-use, multifamily, and single-family developments, except as specified, and (2) the estimated timeframes for completing typical service connections needed for each housing development type, as specified. The bill would exempt from its provisions an independent special district that does not maintain an internet website due to a hardship, as provided. To the extent that this bill imposes new requirements on certain local agencies, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1218](#) (Newman D) Water: emergency water supplies.** (Introduced: 2/15/2024 [html](#) [pdf](#).)

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 5/6/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law, the Urban Water Management Planning Act, requires every public and private

urban water supplier that directly or indirectly provides water for municipal purposes to prepare and adopt an urban water management plan. The act requires an urban water management plan to include a water shortage contingency plan, as provided. This bill would declare that it is the established policy of the state to encourage and incentivize, but not mandate, the development of emergency water supplies, and to support their use during times of water shortage.

**Position**

Watch-Key

---

**[SB 1243](#) (Dodd D) Campaign contributions: agency officers.** (Amended: 5/8/2024 [html](#) [pdf](#))

**Status:** 5/9/2024-Read second time. Ordered to third reading.

**Location:** 5/9/2024-S. THIRD READING

**Calendar:** 5/16/2024 #116 SENATE SENATE BILLS -THIRD READING FILE

**Summary:** The Political Reform Act of 1974 prohibits certain contributions of more than \$250 to an officer of an agency by any party, participant, or party or participant's agent in a proceeding while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for 12 months following the date a final decision is rendered in the proceeding, as specified. The act requires disclosure on the record of the proceeding, as specified, of certain contributions of more than \$250 within the preceding 12 months to an officer from a party or participant, or party's agent. The act disqualifies an officer from participating in a decision in a proceeding if the officer has willfully or knowingly received a contribution of more than \$250 from a party or a party's agent, or a participant or a participant's agent, as specified. The act allows an officer to cure certain violations of these provisions by returning a contribution, or the portion of the contribution of in excess of \$250, within 14 days of accepting, soliciting, or receiving the contribution, whichever comes latest. This bill would raise the threshold for contributions regulated by these provisions to \$1,000, as specified. The bill would limit the prohibition on contributions made during and after a proceeding to the 9 months after a final decision in a proceeding is made, and it would extend the period during which an officer may cure a violation to within 30 days of accepting, soliciting, or directing the contribution, whichever is latest. The bill would specify that a person is not a "participant" for the purposes of these provisions if their financial interest in a decision results solely from an increase or decrease in membership dues. The bill would prohibit an agent of a party or participant from making any contribution to an officer during a proceeding and for 9 months after a final decision is made, and it would further clarify when a person is considered to be an agent for these purposes. The bill would exempt the periodic review of development projects from these provisions. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1255](#) (Durazo D) Public water systems: needs analysis.** (Amended: 4/1/2024 [html](#) [pdf](#))

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 4/29/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200 SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** The California Safe Drinking Water Act provides for the operation of public water systems and imposes on the State Water Resources Control Board various responsibilities and duties relating to the regulation of drinking water to protect public health. Existing law establishes the Safe and Affordable Drinking Water Fund in the State Treasury to help water systems provide an adequate and affordable supply of safe drinking water in both the near and long terms. Existing law requires the state board to annually adopt a fund expenditure plan, as provided, and requires expenditures from the fund to be consistent with the fund expenditure plan. Existing law requires the state board to base the fund expenditure plan on data and analysis drawn from a specified drinking water needs assessment. This bill would require the state board to update a needs analysis of the state's public water systems to include an assessment, as specified, of the funds necessary to provide a 20% discount for low-income households served by community water systems with fewer than 3,000 service connections and for community water systems with fewer than 3,000 service connections to meet a specified affordability threshold on or before July 1, 2026, and on or before July 1 of every 3 years thereafter.

**Position**

Watch-Key

---

**[SB 1330](#) (Archuleta D) Urban retail water supplier: water use.** (Amended: 4/24/2024 [html](#) [pdf](#))

**Status:** 5/13/2024-May 13 hearing: Placed on APPR suspense file.

**Location:** 5/13/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200 SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law requires an urban retail water supplier to calculate its urban water use objective no later than January 1, 2024, and by January 1 every year thereafter. Existing law requires each urban retail water supplier's water use objective to be composed of the sum of specified

aggregate estimates, including efficient outdoor irrigation of landscape areas with dedicated irrigation meters or equivalent technology in connection with water used by commercial water users, industrial water users, institutional water users, and large landscape water users (CII). Existing law requires an urban retail water supplier to submit reports to the Department of Water Resources, as provided, by the same dates. This bill would require the department to collect and update data for outdoor residential landscapes and CII landscapes at least once every 10 years and post the data on its internet website. The bill would authorize an urban retail water supplier to submit reports by January 1 or July 1 whether reporting is submitted on a calendar year or fiscal year basis. The bill would require, as part of the report to be submitted in 2026, each urban retail water supplier to provide a narrative that describes the water demand management measures that the supplier plans to implement to achieve its urban water use objective by January 1, 2030. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1373](#) (Cortese D) Water data dashboard.** (Amended: 4/11/2024 [html](#) [pdf](#))

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 5/6/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law imposes on the Department of Water Resources various duties with respect to water in the state. Existing law, the Open and Transparent Water Data Act, requires the department, in consultation with the California Water Quality Monitoring Council, the State Water Resources Control Board, and the Department of Fish and Wildlife, to create, operate, and maintain a statewide integrated water data platform that, among other things, integrates existing water and ecological data information from multiple databases and provides data on completed water transfers and exchanges. This bill would require the department, while seeking input from the California Water Data Consortium, as defined, to create a water data dashboard that is accessible through its internet website, as specified. The bill would include related findings and declarations.

**Position**

Watch-Key

---

**[SB 1387](#) (Newman D) California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: vehicle eligibility.** (Amended: 4/25/2024 [html](#) [pdf](#))

**Status:** 5/13/2024-May 13 hearing: Placed on APPR suspense file.

**Location:** 5/13/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** Existing law establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The state board, in this capacity, administers the California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project under which the agency issues a limited number of vouchers to incentivize the purchase and use of zero-emission commercial vehicles. This bill would require the state board to authorize a voucher issued under the program to be used for the acquisition of any zero-emission vehicle that meets specified requirements, including that the vehicle has a gross vehicle weight rating that exceeds 8,500 pounds and the vehicle is purchased for fleet operations by a public or private fleet or for personal and commercial use by an individual. If the voucher is provided to an individual to acquire a vehicle for personal and commercial use, the bill would require that individual to attest under penalty of perjury that the vehicle will primarily be used in furtherance of a valid commercial or business purpose, including, but not limited to, hauling or towing. The bill would authorize the state board to adopt regulations to implement these requirements. This bill contains other related provisions and other existing laws.

**Position**

Watch-Key

---

**[SB 1393](#) (Niello R) Advanced Clean Fleets Regulation Appeals Advisory Committee.**

(Introduced: 2/16/2024 [html](#) [pdf](#))

**Status:** 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was E.Q. on 2/29/2024)

**Location:** 4/25/2024-S. DEAD

**Summary:** Existing law requires the State Air Resources Board to adopt and implement motor vehicle emission standards, in-use performance standards, and motor vehicle fuel specifications for the control of air contaminants and sources of air pollution that the state board has found necessary, cost effective, and technologically feasible. The California Global Warming Solutions Act of 2006 establishes the state board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases and requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions from those sources. Pursuant to its authority, the state board has adopted the Advanced Clean Fleets Regulation,



which imposes various requirements for transitioning local, state, and federal government fleets of medium- and heavy-duty trucks, other high-priority fleets of medium- and heavy-duty trucks, and drayage trucks to zero-emission vehicles. The Advanced Clean Fleets Regulation authorizes entities subject to the regulation to apply for exemptions from its requirements under certain circumstances. This bill would require the state board to establish the Advanced Clean Fleets Regulation Appeals Advisory Committee by an unspecified date for purposes of reviewing appeals of denied requests for exemptions from the requirements of the Advanced Clean Fleets Regulation. The bill would require the committee to include representatives of specified state agencies, other state and local government representatives, and representatives of private fleet owners, the electric vehicle manufacturing industry, and electrical corporations, as provided. The bill would require the committee to meet monthly and would require recordings of its meetings to be made publicly available on the state board's internet website. The bill would require the committee to consider, and make a recommendation on, an appeal of an exemption request denial no later than 60 days after the appeal is made. The bill would require specified information relating to the committee's consideration of an appeal to be made publicly available on the state board's internet website. The bill would require the state board to consider a recommendation of the committee at a public meeting no later than 60 days after the recommendation is made. This bill contains other existing laws.

**Position**

Watch-Key

---

**[SB 1402](#) (Min D) 30x30 goal: state agencies: adoption, revision, or establishment of plans, policies, and regulations.** (Amended: 4/10/2024 [html](#) [pdf](#).)

**Status:** 5/10/2024-Set for hearing May 16.

**Location:** 5/6/2024-S. APPR. SUSPENSE FILE

**Calendar:** 5/16/2024 Upon adjournment of Session - 1021 O Street, Room 2200  
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

**Summary:** By Executive Order No. N-82-20, Governor Gavin Newsom directed the Natural Resources Agency to combat the biodiversity and climate crises by, among other things, establishing the California Biodiversity Collaborative and conserving at least 30% of the state's lands and coastal waters by 2030. Existing law requires the Secretary of the Natural Resources Agency to prepare and submit, on or before March 31, 2024, and annually thereafter, a report to the Legislature on the progress made in the prior calendar year toward achieving the goal to conserve 30% of California's lands and coastal waters by 2030. Existing law provides that it is the goal of the state to conserve at least 30% of California's lands and coastal waters by 2030, known as the 30x30 goal. This bill would require all state agencies, departments, boards, offices, commissions, and conservancies to consider the 30x30 goal when adopting, revising, or establishing plans, policies, and regulations that directly affect land use, management of natural resources, water use and quality, or biodiversity conservation.

**Position**

Watch-Key

**Total Measures: 69**

**Total Tracking Forms: 69**



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Board of Directors  
FROM: Stacy Taylor, Water Policy Manager  
DATE: May 22, 2024  
SUBJECT: Orange County Update

---

### RECOMMENDATION

Receive and file the Orange County Update.

### STRATEGIC PLAN

Goal #7: Actively participate in regional and statewide water issues.

### PRIOR BOARD ACTION/DISCUSSION

This item is provided monthly at a Mesa Water District (Mesa Water®) Board of Directors meeting.

### DISCUSSION

Mesa Water's governmental relations program includes monitoring local and regional political issues and policy-setting authorities (i.e., County of Orange, Orange County Local Agency Formation Commission, etc.). Attached is the monthly Orange County report.

### FINANCIAL IMPACT

In Fiscal Year 2024, \$475,000 is budgeted for Water Policy Support Services; \$395,045 has been spent to date.

### ATTACHMENTS

Attachment A: The County of Orange Report

# The County of Orange Report

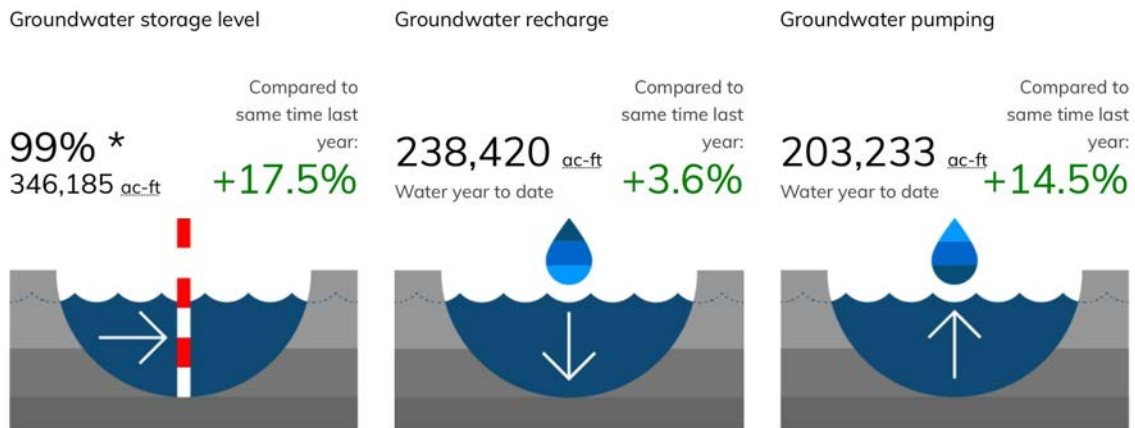
Prepared for Mesa Water District

May 9, 2024

by Lewis Consulting Group

## Orange County Rainfall Boosts Local Groundwater

Orange County's rainfall has helped replenish our underground aquifers. The Orange County Water District has groundwater basin statistics through March.



\* Percentage of OCWD sustainable target

## Here Comes La Niña

The National Weather Services Climate Prediction Center is now calculating a 60% chance of La Niña conditions developing by August 2024. La Niña increases the odds for drier weather in the southern part of the U.S. including Southern California. It also increases the odds for more and larger Atlantic ocean hurricanes, due to increased wind shear.

## ENSO METER





## 2030 Census - Electoral College & Congressional Representation - The South Dominates in Population Growth

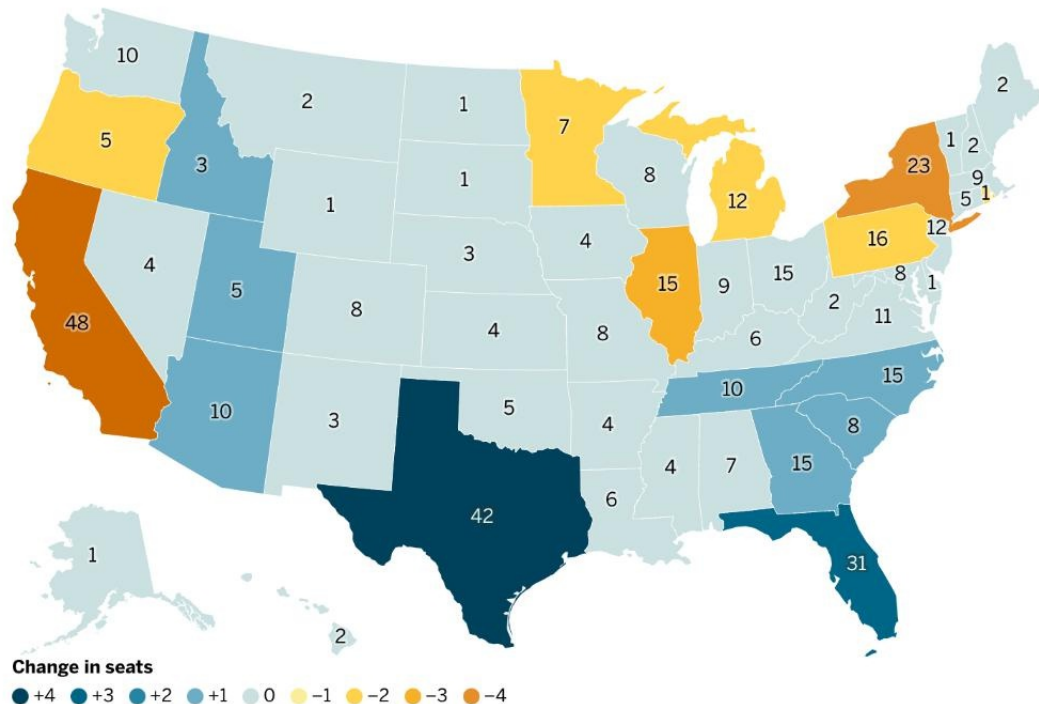
The Presidential election in 2032 will take place in a very different political landscape. States' congressional clout will be jumbled as well.

America's shifting population will bring about a seismic change in regional power with the American South becoming the big winner. Eight states led by California, New York, and Illinois are projected to be the big losers. States projected to gain congressional seats and electoral votes are Texas, Florida, Georgia, South Carolina, North Carolina, Tennessee in the South, as well as Idaho, Utah and Arizona in the West.

It is estimated that by 2030, the American South will account for 40% of the U.S. population. The growth in the South has been primarily fueled by domestic migration. The shift has been so profound, that the population of Florida and Texas will surpass the populations of New York and California. Needless to say **red state** population gains have been at the expense of **blue states** and the biggest loser California, stands to lose four Congressional seats.

---

### Projected 2030 Congressional Reapportionment



## Presidential Race Updates

The recent bump President Biden enjoyed seems to have disappeared, perhaps due to pro-Palestinian demonstrations at college campuses. The national popular vote remains close, but former President Trump has slightly padded his lead in the seven states that will likely determine the 2024 Presidential election.

### LATEST NATIONAL POLLING

POLLSTER	DATE	SAMPLE	MOE	TRUMP (R)	BIDEN (D)	KENNEDY (I)	WEST (I)	STEIN (G)	SPREAD
<b>RCP Average</b>	4/12 - 5/3	—	—	41.5	38.8	10.8	2.0	1.5	Trump +2.7
<u>USA Today/Suffolk*</u>	4/30 - 5/3	1000 RV	3.1	37	37	8	2	1	Tie
<u>I&amp;I/TIPP</u>	5/1 - 5/3	1264 RV	2.8	38	39	12	1	1	Biden +1
<u>ABC News/Ipsos</u>	4/25 - 4/30	RV	—	42	42	12	2	1	Tie
<u>Rasmussen Reports</u>	4/29 - 5/1	1205 LV	3.0	48	36	8	1	1	Trump +12
<u>Economist/YouGov</u>	4/28 - 4/30	1479 RV	2.9	44	43	3	1	1	Trump +1
<u>Harvard-Harris</u>	4/24 - 4/25	1961 RV	—	46	39	12	2	1	Trump +7
<u>NPR/PBS/Marist</u>	4/22 - 4/25	1109 RV	3.7	42	42	11	2	2	Tie
<u>CNN</u>	4/18 - 4/23	967 RV	3.8	42	33	16	4	3	Trump +9
<u>Quinnipiac</u>	4/18 - 4/22	1429 RV	2.6	37	37	16	3	3	Tie
<u>Emerson</u>	4/16 - 4/17	1308 RV	2.6	44	40	8	1	0	Trump +4
<u>NBC News</u>	4/12 - 4/16	1000 RV	3.0	37	39	13	3	2	Biden +2

### BATTLEGROUND STATES FOR 2024

Battlegrounds	Trump	Biden	Spread
Wisconsin	48.8	47.0	Trump +1.8
Arizona	48.3	43.3	Trump +5.0
Georgia	48.8	45.0	Trump +3.8
Michigan	46.0	44.8	Trump +1.2
Pennsylvania	48.0	47.0	Trump +1.0
North Carolina	48.2	42.8	Trump +5.4
Nevada	47.3	42.8	Trump +4.5

This month's meeting was a crisp affair, lasting 30 minutes. A bare quorum was present due to conflicts and illness. Alternates supplanted the absent board members.

The final LAFCO 2024/2025 budget of \$1.86 million was quietly adopted after noting there were no comments submitted on the previously disclosed budget by the County, cities or Special Districts.

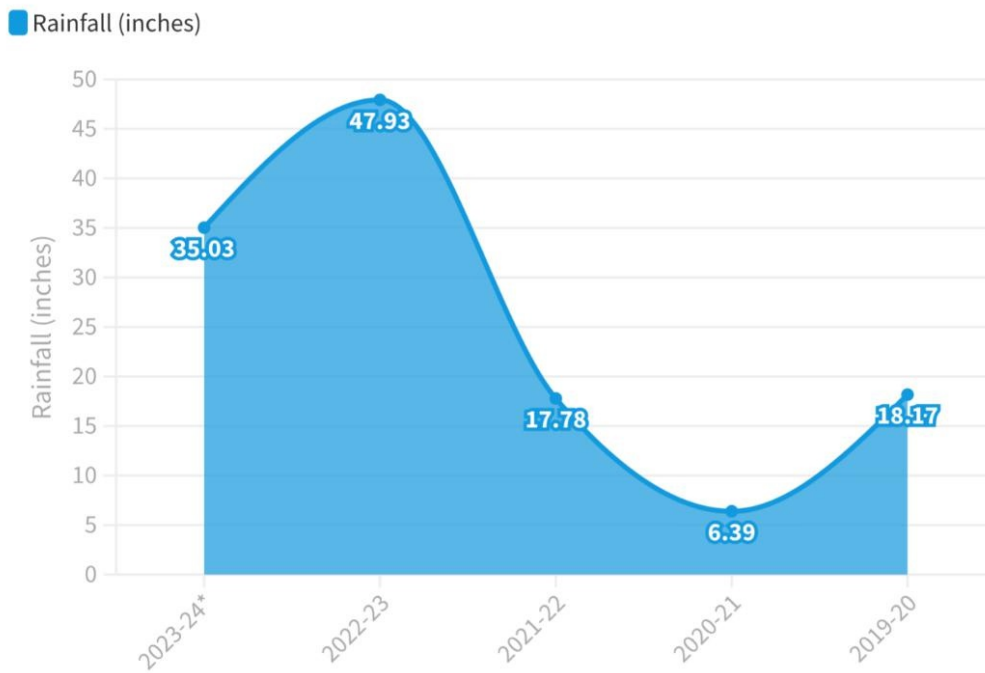
The final item dealt with the professional service contract with the Agency accounting firm. Supervisor Wagner had concerns regarding rapidly escalating fees and the way the contract was structured. After much debate, the Commission decided to go forward with the contract, but also look into competitive rates. If necessary, they will go out with an RFP in the future. The current contract has a seven day cancellation clause with notice.

## **Diverging Water Outlook**

Ventura County's Lake Casitas started spilling for the first time in 25 years. Two years of abundant rainfall raised the lake level from less than 30% to today's 100% level. The lake provides drinking water to the Ojai Valley and parts of Ventura. When the lake is full, it provides sufficient water to withstand a 20 year drought according to Casitas Municipal Water District.

### **Casitas Dam: 5 years of rainfall**

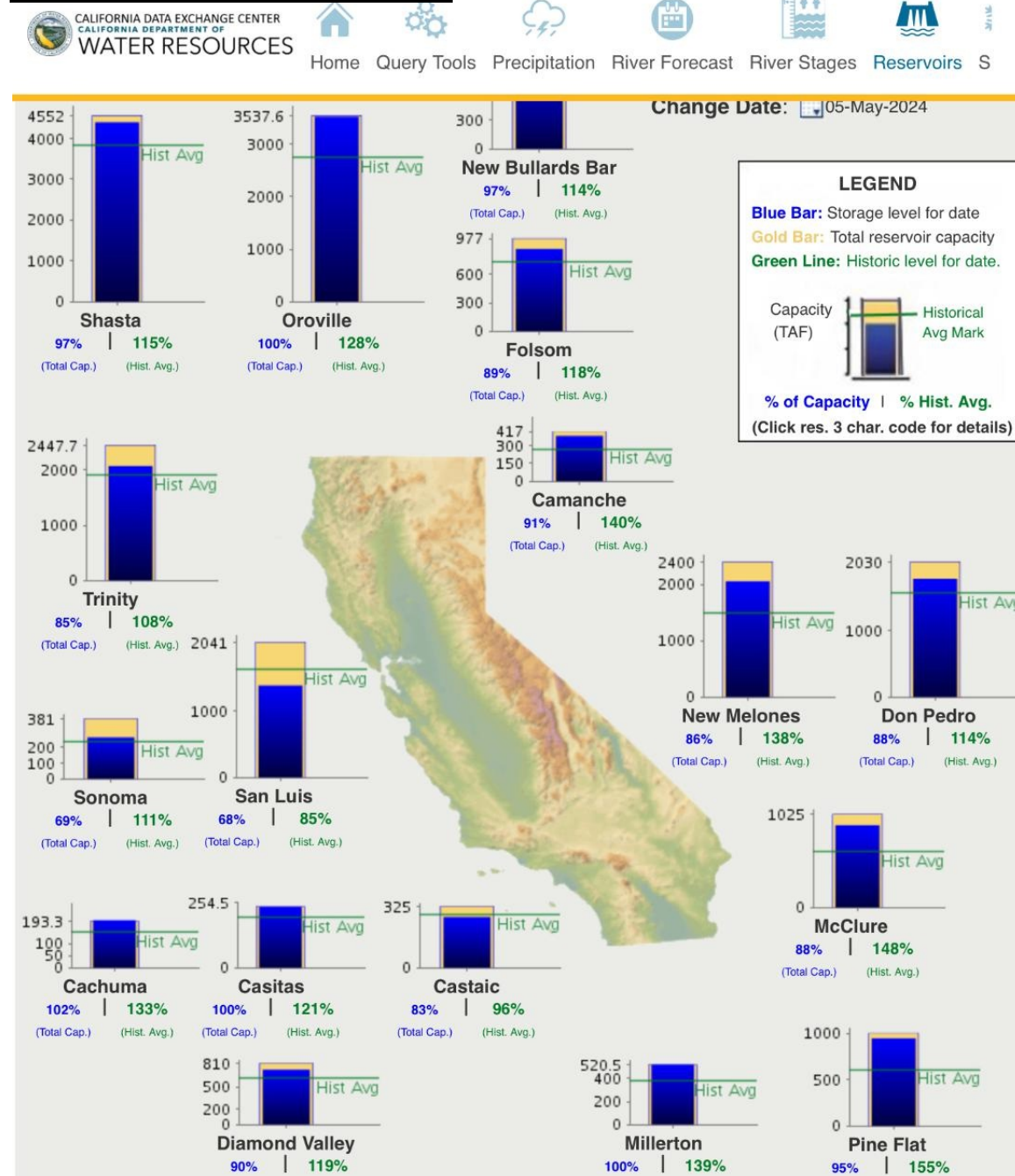
The 2020-21 water year was one of the driest on record for the county.



Source: [Ventura County Watershed Protection District](#) • The water year runs from October through September. \*2023-24 totals as of April 25

For those who prefer a more pessimistic long term view, a new study from the National Academy of Science suggests that the 2023 snow storms in California were a snow deluge expected about once every 20 years. However, the deluge beat out 1922's snow dump as the snowiest in terms of water content. Lead study author Colorado School of Mine Hydrologist Adrienne Marshall believes that due to climate change caused by heat trapping gasses, years like 2023 will become increasingly rare. In fact, according to the study, snow deluges will be 58% smaller by the end of the century. Of course, in the last 40 years similar predictions have a less than stellar track record.

## Current Reservoir Levels



**DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3(D)**

*In accordance with CA Government Code 53232.3(d), the following report identifies the meetings for which Mesa Water Directors received expense reimbursement.*

**Jim Atkinson Meetings Attended**

Reimbursement Date:	Description, Date
4/8/24	Urban Water Institute Spring Conference, 2/20 – 2/22

**Fred R. Bockmiller, P.E. Meetings Attended**

Reimbursement Date:	Description, Date
4/12/24	California Municipal Utilities Association, 4/7 – 4/9
4/29/24	Meeting with General Manager, 4/15

**Marice H. DePasquale Meetings Attended**

Reimbursement Date:	Description, Date
4/29/24	Meeting re: Water Issues, 3/11

**Shawn Dewane Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

**James R. Fisler Meetings Attended**

Reimbursement Date:	Description, Date
4/29/24	Emerald Bay Service District, 3/20
4/29/24	Midway City Sanitary District Meeting, 4/2
4/29/24	MWDOC/MWD Jt. Meeting, 4/3
4/29/24	Yorba Linda Water District, 4/11
4/29/24	Sunset Beach Sanitary District Meeting, 4/11
4/29/24	Emerald Bay Service District, 4/17
4/29/24	OC Mosquito and Vector Control Meeting, 4/18
4/29/24	Trabuco Canyon Water District Meeting, 4/18
4/30/24	Silverado Modjeska Water District, 2/27

**CLOSED SESSION:**

24. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:  
Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)