

# MNWD DISTRICT GOALS FOR FY 2017-18 & FY 2018-19

2-12-2018

*Since fiscal year 2013-14, the District has maintained ten (10) initiatives with specific objectives in order to ensure focus and completion on key areas that are critical to the District's success. Since then, the initiatives have been revisited and updated annually.*

*There are varying definitions of initiatives, and for our purposes, we are currently defining "initiatives" as needed and desired outcomes with specific actionable objectives achieved within a specific timeframe.*

*Today's long range planning session will provide an opportunity to review the initiatives and objectives to reaffirm their priority in executing the District's mission this fiscal year.*

## 1. WASTEWATER TREATMENT

**Goal Statement: Provide comprehensive management strategy that maximizes wastewater resources for beneficial reuse opportunities and supports oversight and execution of the District's long-term wastewater treatment investments.**

Over the years, the District has relied on SOCWA for administration and management of wastewater treatment. Given the significant annual financial contribution for the wastewater needs of our ratepayers, there has been increased attention given to SOCWA and Plant 3A operations, capital planning and financial management. Focusing on the District's wastewater treatment needs to meet the demands of our ratepayers in a reliable and cost-efficient manner is a critical focal point for the upcoming year. Finalizing wastewater treatment needs, capital improvement requirements, and recycled water production objectives will allow the District to ensure high-level and cost-effective wastewater treatment services for our ratepayers.

### **Completed:**

- a. SOCWA – Ongoing review of SOCWA finances and reporting
- b. Filled Superintendent of Wastewater Operations Position
- c. Completed Recycled Water Master Plan
- d. Initiated a Recycled Water Optimization Study
- e. Completed review of Plant 3A capital program
- f. Completed high-level wastewater flow optimization

## 2. WATER RELIABILITY

**Goal Statement: Plan, invest and execute steps to ensure compliance with Board policy on reliability and develop water resource programs to meet projected future demands to sustain the economic health of the region.**

The District has been proactive in its planning efforts to ensure water reliability. The Long Range Water Reliability Plan provides an adaptive management approach to planning for reliability. It is a working document that needs to be updated given changed assumptions on water demands and changes to the status of some of the local supply projects. Staff has evaluated opportunities to expand recycled water, review needs and opportunities for additional seasonal storage and initiated a review of water banking program opportunities. These efforts are consistent with the early action items identified in the Long Range Water Reliability Plan. As further regulations are developed by the State, staff will monitor the potential for indirect and direct potable reuse. Other local efforts such as ocean desalination and expanding local emergency transfers are also being closely monitored to determine the District's interest.

### **Completed:**

- a. Continued implementation of the Long Range Water Reliability Plan
- b. Participated in the MWDOC Orange County Reliability Study
- c. Completed Baker WTP and initiated use of Baker WTP supplied water source
- d. Increased days of system reliability to 24 from 1.5 over past 10 years through \$70 M infrastructure investment and comprehensive demand management strategies including rate structure refinement and water efficiency programs
- e. Completed 2015 UWMP Internally
  - i. Recognized in DWR 2015 Guidebook Appendix as a best practice in water shortage contingency planning and rate design
- f. Completed the Recycled Water Master Plan
- g. Initiated the Recycled Water Optimization Study
- h. Initiated study of potential conversion of Sulfur Creek for seasonal recycled water storage
- i. Initiated study of local wells for recycled water makeup use
- j. Added 16 new recycled water service connections in 2017
- k. Piloted new partnership and engaged in an MOU with local cities, County of Orange and local non-governmental organizations to reduce urban runoff through data sharing and collaboration

### 3. DEMAND MANAGEMENT

**Goal Statement: Develop new and improve existing strategies to cost effectively reduce water demands. Continue the District's leadership role in implementing the Governor's Water Action Plan to make "conservation a way of life" through both local action and statewide engagement.**

The drought crisis presented a unique opportunity for the District in demonstrating our innovative and resourceful approach to many major challenges. We have close engagement with the State and work closely with agencies throughout the State to drive decisions and policies that will have immediate and long-term effects on the public. Our contribution and impact to the statewide discussions as a District have been recognized by the State and our peers in the water community. Our conservation programs, recycled water expansion plans, partnerships with academic institutions, coordination of the statewide data collaborative and budget based rate structure are just some of the reasons why we have been successful. It is paramount to continue developing strategies and tools to further achieve efficiency and conservation while ensuring reliable service and the economic health of our communities.

#### **Completed:**

- a. Developed additional water efficiency programs based on UC Riverside research, customer feedback, and the long term efficiency framework
  - i. Further refined rate structure to customer water and wastewater data
  - ii. Direct Install Smart Timer Program Adopted with MNWD as lead administrator w/ SMWD & IRWD participating
  - iii. NatureScope direct install turf removal and California native plant program implemented
- b. Implemented and rescinded the Water Shortage Contingency Plan
- c. Established partnerships with regional agencies and academic institutions
- d. Transitioned bi-monthly commercial customers billing to monthly
- e. Conducted in depth analysis of higher tier usage to target inefficient use
  - i. Monthly targeted marketing
- f. Pilot recycled water and potable irrigation AMI project startup, including a customer portal deployed
- g. Developed and implemented Water Loss Control Program
- h. Implemented Demand Offset Fee to promote reliability equity between current and new customers
- i. Piloted and implemented a commercial auditing and water efficiency program to help businesses and institutions
- j. Piloted water education program to teachers at local schools

#### 4. OUTREACH/CUSTOMER COMMUNICATION

**Goal Statement: Continue to share and promote the District's programs and services while strengthening relationships with customers and various community stakeholders.**

In 2012, the District initiated a comprehensive outreach program and took a pragmatic approach to expanding its function. Following a year of historic conditions in the water industry that included both extreme drought and rains, we have enhanced our outreach program to ensure we continue to communicate the value of water and District services. With the combined efforts of the board appointed ad-hoc and outreach staff, our success has been lauded by the State, and our customers have appreciated the increased communication. We've seen the value of outreach as we have a record number of our customers living within their budget and unprecedented positive media coverage. Based on the feedback from our customers and the cities, they appreciate the increased communication and would like to see more. We've done a lot with limited staff. There are still critical gaps that have been filled on an interim basis with external consultants, but after much evaluation, some of these gaps will need to be addressed with internal resources over the coming years.

##### **Completed:**

- a. Developed a multi-faceted communications strategy through a combination of channels, including media, direct mail, community events, social media, customer bills, and more
- b. Significantly increased media coverage of the District in local, regional and industry publications with multiple published Opinion Editorials and multiple source quotes in various articles; with several front page features
- c. Provided numerous updates/presentations to city council, civic groups, chambers, industry associations
- d. Conducted focus group with large commercial customers to understand water use/billing needs
- e. Enhanced stakeholder partnerships with our cities, county, Chambers and civic groups, school districts, etc.
- f. Launched TAP Initiative
- g. Completed website redesign and successful launch of new and improved District website
- h. Hosted third annual Live Smart event, with increased District services and programs that were showcased to attendees
- i. Launched broader marketing efforts for customer portal program
- j. Produced additional District and instructional videos for customers
- k. Expanded customer programs and workshops including landscape/irrigation workshops, and completed a customer appreciation ceremony recognizing our cities and customers who helped us reach the 5 million square feet of turf removed milestone
- l. Expanded social media efforts and accessibility to District, including launch of Moulton Cam and YouTube efforts
- m. Increased customer communication through development of marketing collateral and continued email marketing
- n. Developed proactive, consistent communications for out-of-budget customers offering water efficiency tools and resources to get them back within budget

## 5. ASSET MANAGEMENT

**Goal Statement: Develop and implement a comprehensive Asset Management Program that will optimize the life-cycle management of the District's infrastructure and assets.**

A comprehensive asset management strategy is critical for accurate capital improvement program planning and budgeting as well as ensuring an effective replacement/refurbishment program. The Asset Management Framework Plan has identified several actions to continue for the plan implementation. Significant progress has been made with completion of the items listed below. Extensive population of GIS asset attribute data and the development and integration of key maintenance programs into the GIS asset registry has been completed. Mainline rehabilitation and prioritization plans were recently completed, generating probability and consequence of failure scores for all potable, recycled, and sewer mainlines. A new Computerized Maintenance Management Software (CMMS) program will be implemented in the near future, with maintenance data contributing to repair and replacement decisions. A Water Loss Control audit was completed for the District, which has identified key water loss components that will assist with data driven decisions on repair and replacement requirements.

### **Completed:**

- a. Asset Management Framework Plan
- b. Water Loss Control Program Audit
- c. Water Loss Control Program Pilot
  - i. Two phases of discrete metered area pilots completed evaluating water loss using AMR/AMI data
- d. Fleet Management Functional Needs Assessment
- e. GIS Integration of Manhole Condition Assessment
- f. GIS Integration of Collection System CCTV Inspection
- g. GIS Integration of Valve Exercising Program
- h. GIS Integration of Water Leakage Tracking
- i. Valve Replacement and Maintenance Program Development
- j. Reservoir Management System Assessment and Program Development
- k. Comprehensive Electrical System Assessment and Program Development
- l. Condition Assessment and Prioritization Plan for Sewers
- m. Prioritization Plan for water and recycled water mains
- n. Condition Assessment of the Central Intertie Pipeline
- o. District-wide GIS Viewer implementation and training
- p. GIS Mobile Technology implementation
- q. Substantial completion of required GIS horizontal asset attribute data
- r. Initiated vertical asset attribute data pilot project
- s. Initiated selection of new Computerized Maintenance Management System

## 6. FINANCIAL PLANNING

**Goal Statement: Provide actionable, timely financial information through adaptive modeling and forecasts to meet changing conditions with a view towards long-term, sustained fiscal health.**

Our efforts to ensure a strong and resilient financial position continue to prove very effective. The long range financial plan, our rate structure, and a comprehensive review/update of financial policies have positioned the District to continue to be a leader in the industry and state. Our proactive planning efforts, which were built around utilizing staff with sophisticated financial analysis/rate design/forecasting capabilities, have paid dividends. Many agencies are following our example. Having internal staff expertise, who are invested in the District, has proven to be essential in maintaining the strong financial health of the organization. As the District is expected to continue to invest more resources into its infrastructure, and the State looks to implement a long-term efficiency framework, it is imperative that we continue to evaluate and assess the financial condition of the District, and to use the internally developed tools to plan for both our short term and long-term financial initiatives. We will continue to be nimble, able, innovative and conservative in our financial management and plan aggressively to ensure limited financial impact to our customers.

### **Completed:**

- a. Updated Long-Range Financial Plan and 10-year cash flow model
- b. Completed updated rate study and evaluated rate structure for 1/1/2018 with internal and external team
- c. Achieved a successful audit
  - i. Clean audit – No findings on the CAFR or PFC
  - ii. Prepared CAFR, State Controller’s Report, and PFC Statements with internal resources
  - iii. Audit ad-hoc engaged
- d. Conducted short-term cash forecasting
- e. Coordinated restructuring of investment portfolio with advisors as District continues cash spenddown plan
- f. Invested bond reserves to minimize negative arbitrage on restricted funds
- g. Completed connection and miscellaneous fee study
- h. Updated monthly financial statements based on Board feedback
- i. Performed annual review of investment policy, reserve policy, and purchasing policy
- j. Adopted Debt Management Policy per new state government code requirements (SB 1029) to issue new debt
- k. Completed separate Agreed Upon Procedures auditor reviews
- l. Issued RFP and selected vendors for Bill Print and Mail Services

## 7. LABOR RELATIONS

**Goal Statement: Maintain strong employee morale and enhance organizational performance through: recruitment, selection and retention of the best qualified staff; maintenance and enhancement of staff skills through training and development; utilization of the District's benefit programs; compliance with labor regulations; enforcement of District policies and provisions of the MOUs; and resolution of personnel matters in a timely manner with the highest standards of confidentiality, integrity, courtesy and respect.**

Labor relations will always be the most critical component to determining the success of any organization, and our experience confirms this. In the last 5 years, we have made great strides to improve labor relations and change the way our agency is regarded in the region and State. Our current four-year MOU was developed in one day, which speaks to the trust and relationship established between the employees and the District. Having dedicated HR staff has been invaluable in building the trust through care, credibility, and performance. Recruitment and retention are a major concern as many agencies are interested in taking our highly skilled employees and are increasing compensations and benefits to attract talent.

### **Completed:**

- a. Continued to maintain a close working relationship with employees and OCEA
- b. Developed a new four-year MOU which continues to balance the importance of retaining and attracting outstanding employees while having conservative management of our ratepayers' funds. This MOU maintained the 50/50 cost share for health insurance premium increases and eliminated retiree health benefits for new employees hired during the term of the MOU. It also added an annual wellness reimbursement benefit to encourage employees to live healthy lifestyles
- c. Filled 136 of 139 budgeted full-time positions (98% staffed). Recruitment is in process to fill 2 of the current 3 vacancies. We expect to be 100% staffed by June, 2018
- d. Continued succession planning by internally filling five leadership positions left vacant by retirement, monitoring consistent mentorship between retiring supervisors and current crew leads
- e. Updated the new hire orientation program utilizing Microsoft Outlook, SharePoint, PowerPoint and Target Solutions, an online certification tracker and training library
- f. Implemented a new hire orientation program. All new employees complete the comprehensive new hire onboarding program that includes a District overview, policy walk-through, employee mobility map, in-depth benefits discussion, completion of mandatory paperwork, and an establishment of high performance expectations
- g. Negotiated with Anthem Blue Cross to minimize rate increases in health insurance, which saves money for the District and our employees who share rate increases with the District on a 50/50 basis
- h. Complied with the Affordable Care Act by completing 2017 1094-C & 1095-C reporting
- i. Implemented new procedures to comply with adopted legislation relative to protected sick leave, regular rate of pay calculation, salary inquiries of applicants, pensionable compensation caps, drug and alcohol testing, and new employee orientation
- j. Created the first Moulton Leadership Academy (MLA) which was facilitated by internal staff. Five modules were taught in the MLA which included: District Overview & Interagency Relations; Safety & Regulatory Compliance; Communication & Time Management; Employee Discipline, Performance Appraisals & District Policies; and, Technology
- k. Applied for the Top Workplace in Orange County designation and won fourth place in the category for our size of employer

## 8. DATA/DOCUMENT MANAGEMENT

**Goal Statement: Implement consistent data and document management to improve efficiencies and accessibility to help communications within District departments and statewide.**

It has long been recognized by agencies and State officials that the water industry is deficient when it comes to data. While individual and state agencies all collect some level of data, there is a lack of consistency in what and how data is collected, analyzed and used. Because of this, past and current statewide actions to promote water efficiency and conservation have been based on limited information resulting in contentious implementation. Additionally, as legal cases related to rates increase along with associated public scrutiny, how agencies manage their documents/data are coming into question as we are experiencing a higher number of public records act requests. This fiscal year, the District continues to administer the statewide data collaborative to help inform decision makers on water data issues. The project has received much support and interest from water agencies like ACWA and the SWRCB.

Staff continues our Records Retention Program, lawfully organizing, retaining, and destroying District files. Computer applications and programs will be vetted among the departments to evaluate and implement a District-wide document management system.

### **Completed:**

- a. Developed Internal framework & process plan for organization of documents and data
- b. Expanded Statewide Data Collaborative
  - i. Pilot one phase of this effort consisted of:
    1. Irvine Ranch Water District
    2. Santa Margarita Water District
    3. Eastern Municipal Water District
    4. Inland Empire Utilities Agency
    5. Las Virgenes Municipal Water District
    6. East Bay Municipal Utility District
    7. Moulton Niguel Water District
    8. Metropolitan Water District
    9. City of Sacramento
    10. City of Santa Rosa
    11. Western Municipal Water District
    12. El Toro Water District
    13. Monte Vista Water District
  - ii. Supported and coordinated two State Water Data Summits at Stanford University attended by industry leaders, private sector technology companies, academics and non-governmental organizations
  - iii. Recognized at the joint White House Council of Environmental Quality and State Water Resources Control Board Data Challenge as best urban submission
- c. Implemented Records Retention Policy/Plan

## 9. OPERATIONS CENTER CONSOLIDATION

**Goal Statement: Create a dynamic work environment to maximize productivity, efficiency and savings while providing added value to the stakeholders served by the District.**

After extensive work to identify the appropriate site for the new Operations Center, we continue to move forward with our plans to construct improvements at the District-owned 2A site. Working with the board appointed ad-hoc, we are making progress and look to break ground this year. We continue to meet frequently with the City of Laguna Hills and the surrounding residents to ensure communication and coordination. This year, we will complete the planning and permitting efforts to effectively communicate the project needs and initiatives to all of our customers. The community has been made aware for some time about this project and the cost associated with it, which has been budgeted for several years. This year, we anticipate decisions for planning, approval of permits and award of construction contracts.

### **Completed:**

- a. Continued communication with surrounding residents, including regular meetings to provide project updates
- b. Continued communication with all customers
- c. Continued coordination with the City of Laguna Hills
- d. Worked closely with the architect to advance design development
- e. Completed development of CEQA documents, including technical studies
- f. Submitted preliminary Conditional Use Permit application to the City of Laguna Hills
- g. Finalized site plan and internal space/layout plans for the new buildings
- h. Continued to maximize existing spaces to provide work stations for existing and new staff

## 10. GOVERNMENT AFFAIRS

**Goal Statement: Expand the District's engagement and influence in Local, County, State and Federal issues associated with water and wastewater. Engage with relevant stakeholders, including elected officials and agency staff, to advance District priorities and projects.**

The Board has identified the need to be informed and engaged in local, regional, state, and federal issues that impact our communities and the District's services. The District has recognized tremendous value in pursuing interagency partnerships and grant funding opportunities. In order to identify and pursue these opportunities, the District has expanded its representation by both staff and government affairs consultants. District representatives met with legislators and agency staff on a regular basis to establish relationships and become familiar with the state and federal processes and decision makers that affect the District. Staff will continue to evaluate opportunities to influence policy and funding at every level.

### **Completed:**

- a. Administered and hosted South County Agencies group meetings to foster communication and collaboration with regional partners on issues of mutual interest
- b. Engaged in familiarization visits with members of Congress and their legislative staff, as well as agency representatives at the White House Center for Environmental Quality and the Environmental Protection Agency
- c. Engaged in familiarization visits with many State legislators and their legislative staff.
- d. Established a Grants Program, supported by staff and consultants
- e. Continued engagement at local civic groups with multiple presentations at Laguna Hills, Mission Viejo, and Laguna Niguel chambers of commerce, and the South Orange County Economic Coalition
- f. Continued industry leadership as members of the Board of Directors for ACWA and WaterReuse
- g. Secured Board membership at South OC Economic Coalition
- h. Monitored and advised OC LAFCo on City of San Juan Capistrano's Focused Municipal Services Review
- i. Continued work with SOCWMA and the Integrated Regional Watershed Management Plan to identify partnerships and joint funding opportunities
- j. Strengthened relationships with city leaders with public presentations and informal briefings
- k. Provided testimony to the State Water Resources Control Board and the State Senate Committee on Natural Resources



**moulton niguel** water district

**2018 Projections/Events Summary (approximate):**

- **35+** Hosted Events/Workshops
- **20+** Participation in Community Events
- **15+** New Opportunities for 2018

<b>MONTH</b>	<b>EVENTS: MNWD</b>	<b>EVENTS: COMMUNITY</b>	<b>EVENTS: INDUSTRY/CONFERENCES</b>
<b>January</b>	-Landscape workshops (2)	-Niguel Botanical Preserve fundraiser	
<b>February</b>	-OCCI Open House -Landscape workshops (2)	-TBD	-California Native Plant Society Conservation Conference -ACWA DC
<b>March</b>	-Landscape workshops (2) -Fix-A-Leak Workshop -CA-Denmark Water Distribution Workshop	-Laguna Niguel Bunny Blast -OCWD Water Education Festival (two-day event) - Saddleback Valley USD STEAM Expo	-WaterNow Annual Summit -WateReuse Annual Conference
<b>April</b>	-Regional HOA workshop -Customer portal commercial portfolio view focus groups -Landscape workshops (2)	-Soka University Sustainability/Career Fair -Laguna Niguel Parks and Rec Earth Day -Mission Viejo Children’s Environmental Fair -Mission Viejo Earth Day -Mission Viejo Arts Alive (two-day)	
<b>May</b>	-Landscape workshops (2)	-Soka University International Festival	-ACWA Spring Conference

<b>June</b>	-Landscape workshops (2)	-TBD	
<b>July</b>	-Landscape workshops (2)	-Laguna Niguel YMCA Run in the Park -Mission Viejo 4 <sup>th</sup> of July Street Faire -Laguna Niguel Concert in the Park	
<b>August</b>	-Landscape workshops (2) -Public Safety Appreciation	-Dana Point Disaster Preparedness Expo	-Water Data Summit
<b>September</b>	-Landscape workshops (2)	-Laguna Niguel Senior Expo -Aliso Viejo Creek Clean-Up -Mission Viejo Business Expo	
<b>October</b>	-Landscape workshops (2)	-Aliso Viejo Founder's Day -AVCA Fall Harvest Festival -South County Disaster Preparedness Expo	
<b>November</b>	-Landscape workshops (2)	-TBD	-ACWA Fall Conference
<b>December</b>	-Landscape workshops (2)	-Laguna Niguel Holiday Parade	

# 2018 BOARD AGENDA TRACKER

## FEBRUARY

FIN		TITLE	ACTION
		MWD BUDGET UPDATE	INFORMATION
		NATURESCAPE UPDATE	INFORMATION

## MARCH

E&O	PROJECT NO.	TITLE	ACTION
	2011028	VALENCIA LS REFURBISHMENT	APPROVAL

FIN		TITLE	ACTION
		AMI PROJECT UPDATE- PHASE 1B (COMMERCIAL AND MFR CUSTOMERS)	INFORMATION
		MWDOC BUDGET UPDATE	INFORMATION
		GUIDING LEGISLATIVE PRINCIPLES	APPROVAL

## APRIL

E&O	PROJECT NO.	TITLE	ACTION
	2016022	CAMINO CAPISTRANO OPERATIONS YARD IMPROVEMENTS	APPROVAL
	2014015	OCCI (DISTRICT HEADQUARTERS) CEQA	CEQA ADOPTION
		JDE/UTILIGY UPGRADE	APPROVAL
		CIP BUDGET WORKSHOP	NONE
		DISTRICT STANDARD DEVELOPMENT REQUIREMENTS UPDATE	APPROVAL

FIN		TITLE	ACTION
		LANDSCAPE MAINTENANCE CONTRACT AWARD	APPROVAL
		SCADA COMMUNICATIONS UPGRADE CONTRACT	APPROVAL
		SOCIAL MEDIA POLICY	APPROVAL

GRAY TEXT = Construction Contract Award >= \$1M  
 BLUE TEXT = Something other than Construction Contract Award  
 RED TEXT = Needs verified further  
 GREEN TEXT = from IT  
 ORANGE TEXT = from Operations

## MAY

E&O	PROJECT NO.	TITLE	ACTION
	2017013	REPLACEMENT OF POINT TO MULTI-POINT RADIOS FOR SCADA SYSTEM	APPROVAL
	2017015	OSO TRABUCO AND ETM ADJUSTMENTS FOR RAILROAD EXPANSION	INFORMATION

FIN		TITLE	ACTION
		CA WATER FIX UPDATE	INFORMATION
		INFOSEND TRANSITION UPDATE	INFORMATION
		PAYMENT DELIQUENCY COLLECTIONS CONTRACT AWARD	APPROVAL
		PURCHASING POLICY	APPROVAL

## JUNE

E&O	PROJECT NO.	TITLE	ACTION
	2016007	54-INCH CIP IMPROVEMENTS	APPROVAL
	2017006	2017-18 VALVE REPLACEMENT	APPROVAL
	2017015	OSO TRABUCO AND ETM ADJUSTMENTS FOR RAILROAD EXPANSION	APPROVAL
		PLANT 3A OPERATING AGREEMENT	APPROVAL
		CMMS IMPLEMENTATION	APPROVAL

FIN		TITLE	ACTION
		BUDGET RESOLUTION	APPROVAL
		ADOPT GANN LIMIT	APPROVAL
		ADOPT 2014 GO BOND RATES RESOLUTION	APPROVAL
		WATER EFFICIENCY REPORT (INITIAL)	INFORMATION
		CUSTOMER PORTAL UPDATE	INFORMATION
		ANNUAL POLICY REVIEW (RESERVE, PURCHASING, INVESTMENT)	INFORMATION
		UPDATE CAPITALIZATION POLICY	APPROVAL
		REMOVE R&R TRANSFER REQUIREMENT	APPROVAL
		REVIEW BOARD PER DIEM	INFORMATION
		PERS LUMP SUM PREPAYMENT	APPROVAL

## JULY

E&O	PROJECT NO.	TITLE	ACTION
		RECYCLED WATER RULES & REGULATIONS	APPROVAL
		ON-CALL GEOTECHNICAL SERVICES	APPROVAL

FIN		TITLE	ACTION
		ADOPT LAGUNA SUR RATES ON PROPERTY TAX	APPROVAL
		APPROVE FY 2018/2019 METER PURCHASES	APPROVAL
		APPROVE AMI PHASE 1B (COMMERCIAL AND MFR)	APPROVAL

## AUGUST

E&O	PROJECT NO.	TITLE	ACTION
	2017003	2017-18 RESERVOIR MANAGEMENT SYSTEMS REPLACEMENT	APPROVAL
	2017001	2017-18 ELECTRICAL SYSTEM IMPROVEMENTS - PW	APPROVAL
	2014015	OCCI (DISTRICT HEADQUARTERS) IT ANNUAL UPDATE	APPROVAL INFORMATION

FIN		TITLE	ACTION
		SCHOOL DIRECT INSTALL PROGRAM APPROVAL	APPROVAL

## SEPTEMBER

E&O	PROJECT NO.	TITLE	ACTION
	2012024	UPPER SALADA LS AUX GENERATOR REPLACEMENT	APPROVAL

## OCTOBER

E&O	PROJECT NO.	TITLE	ACTION
	2015015	SADDLEBACK PS AUX PUMP & ENGINE REPLACE	APPROVAL

FIN		TITLE	ACTION
		UPDATE 10-YEAR CASHFLOW WITH FY 2017-18 ACTUALS	INFORMATION

## NOVEMBER

E&O	PROJECT NO.	TITLE	ACTION
	2017022	REGIONAL LIFT STATION ENHANCEMENTS	APPROVAL
	2017009/014	POTABLE AND RECYCLED PIPELINE REPLACEMENTS I-5 & OSO CREEK	APPROVAL
		HAZARD MITIGATION PLAN UPDATE	APPROVAL OR INFORMATION
		CONFLICT OF INTEREST CODE UPDATE	APPROVAL

FIN		TITLE	ACTION
		COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)	INFORMATION

BRD		TITLE	ACTION
		OATH OF OFFICE	

## DECEMBER

E&O	PROJECT NO.	TITLE	ACTION
		SANITARY SEWER MANAGEMENT PLAN	APPROVAL OR INFORMATION

FIN		TITLE	ACTION
		2018 AND BEYOND RATE STUDY POLICY DISCUSSION	INFORMATION
		COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)	APPROVAL
		GM PERFORMANCE APPRAISAL & BONUS CONSIDERATION	INFORMATION

## JANUARY 2019

BRD		TITLE	ACTION
		BOARD OFFICER ELECTIONS	APPROVAL

## FEBRUARY 2019

E&O	PROJECT NO.	TITLE	ACTION
		CYBERSECURITY ASSESSMENT	APPROVAL

FIN		TITLE	ACTION
NATURESCAPE 1-YEAR UPDATE			INFORMATION

BRD		TITLE	ACTION
BOARD ASSIGNMENTS			APPROVAL