



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Wednesday, May 28, 2025
1965 Placentia Avenue, Costa Mesa, CA 92627
4:30 p.m. Regular Board Meeting**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MESA WATER 2025 VIDEO CONTEST WINNERS

CERTIFICATE OF RECOGNITION FROM MWDOC

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 adjourned regular Board meeting of April 3, 2025.
2. Approve minutes of regular Board meeting of April 9, 2025.
3. Approve minutes of regular Board meeting of April 23, 2025.
4. Approve attendance considerations (additions, changes, deletions).
5. Board Schedule:
 - Conferences, Seminars and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
6. Receive and file the Developer Project Status Report.
7. Receive and file the Mesa Water and Other Agency Projects Status Report.
8. Receive and file the Water Quality Call Report.
9. Receive and file the Accounts Paid Listing.

10. Receive and file the Monthly Financial Reports.
11. Receive and file the Fiscal Year 2025 Third Quarter Financial Update.
12. Receive and file the Quarterly Training Report for March 31, 2025.

PRESENTATION AND DISCUSSION ITEMS:

13. FISCAL YEAR 2024 WATER LOSS AUDIT:

Recommendation: Receive the presentation.

ACTION ITEMS:

14. ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 10 BOARD OF DIRECTORS NOMINATION:

Recommendation: Adopt Resolution No. 1602 Placing in Nomination Marice H. DePasquale as a Member of the Association of California Water Agencies Region 10 Board of Directors.

15. CHANDLER & CRODDY WELLS AND PIPELINE PROJECT:

Recommendation: Approve a contract with Tetra Tech, Inc. for \$110,000 and a 10 % contingency of \$11,000 for a total contract amount not to exceed \$121,000 to provide design services for the Chandler Avenue and Croddy Way Pavement Replacement, and authorize the General Manager to execute the contract.

16. ALERTOC PARTICIPATION:

Recommendation: Approve the Memorandum of Understanding between the County of Orange and Mesa Water District for use of countywide mass notification system, and authorize execution of the memorandum.

17. FISCAL YEAR 2026 PERFORMANCE AUDIT PROCESS GUIDE:

Recommendation: Approve the modifications to Mesa Water District's Fiscal Year 2026 Performance Audit Process Guide regarding the Engineering Projects Measure 6 – *Efficiency of Plan Check*.

18. STATEMENT OF INVESTMENT POLICY:

Recommendation: Adopt Resolution No. 1603 Delegating Authority Relative to Investment or Reinvestment of Specified Funds, and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1596.

19. CUSTOMER INFORMATION SYSTEM SOFTWARE LICENSE:

Recommendation: Approve the subscription fee with SpryPoint Services, Inc. for \$183,491.81 to secure the SpryCIS software licensing. The subscription fee represents the initial payment and will occur annually until Mesa Water District discontinues using the software. The annual subscription fee may increase yearly according to the Consumer Price Index, but it will not exceed 4%.

20. HEATING, VENTILATION AND AIR CONDITIONING SERVICES:

Recommendation: Approve an amendment for \$50,000 annually to the contract with ACCO Engineered Systems, Inc. for a total authorized contract amount not to exceed \$130,000 annually to provide Heating, Ventilation and Air Conditioning Services at Mesa Water District's remote sites, and authorize the General Manager to execute the contract through the contract term ending March 31, 2026.

REPORTS:

21. REPORT OF THE GENERAL MANAGER:

- April Key Indicators Report

22. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

23. FEDERAL ADVOCACY UPDATE

24. STATE ADVOCACY UPDATE

25. ORANGE COUNTY UPDATE

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

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. 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 11, 2025 AT 4:30 P.M.



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, April 3, 2025
1965 Placentia Avenue, Costa Mesa, CA 92627
1:00 p.m. Adjourned Regular Board Meeting**

CALL TO ORDER

The meeting of the Board of Directors was called to order at 1:00 p.m. by President DePasquale.

PLEDGE OF ALLEGIANCE

Director Fisler led the Pledge of Allegiance.

Directors Present

Marice H. DePasquale, President
Shawn Dewane, Vice President
Fred R. Bockmiller, P.E., Director
Jim Atkinson, Director
James R. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Khalifa, Chief Administrative Officer/
District Secretary
Tyler Jernigan, Water Operations Manager/
Acting District Treasurer
Andrew D. Wiesner, P.E., District Engineer
Lynda Halligan, MFA, Public Affairs Manager
Stacy Taylor, Water Policy Manager
Kurt Lind, Business Administrator
Anthony Phou, Controller
Hester "Fritz" Petropoulos, M.Ed., Water Use Efficiency and
Education Coordinator

Others Present

None

PUBLIC COMMENTS

President DePasquale asked for public comments on items not on the agenda.

There was no public present and 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.

ACTION ITEMS:

1. DISTRICT ACCOMPLISHMENTS AND ACCOLADES:

General Manager Shoenberger provided an overview of the District's performance over the past year and introduced each Department Manager who presented the accomplishments of their respective departments:

- Water Operations
- Engineering
- Financial Services
- Office of the General Manager
- Human Resources & Administrative Services
- Water Policy
- Customer Services
- Public Affairs

President DePasquale thanked the General Manager and Department Managers for their presentation.

2. REGIONAL WATER ISSUES:

Local Supply Improvement Project (SIP)

General Manager Shoenberger introduced District Engineer Weisner who provided a presentation that highlighted the following:

- Wellfield Locations
- Simulated Well Locations
- Groundwater Modeling Results
- Project Alternatives
- Preliminary Treatment Train Development
- Next Steps

District Engineer Weisner responded to questions from the Board and they thanked him for the presentation.

Interagency Water Transfer

District Engineer Weisner provided a presentation that highlighted the following:

- Scope of Work
- Next Steps

Discussion ensued amongst the Board.

Motion by Vice President Dewane, second by Director Atkinson, to direct the General Manager to execute a contract with MKN & Associates for a feasibility study for interagency water transfer from Mesa Water District to the City of Newport Beach.

Director Bockmiller offered a substitute motion.

Motion by Director Bockmiller to direct the General Manager and District Engineer to negotiate a sensible scope and cost.

Discussion ensued amongst the Board.

MOTION

Motion by Vice President Dewane, second by Director Atkinson, to direct the General Manager to negotiate a contract with MKN & Associates for an amount not to exceed \$46,691 to conduct a feasibility study for interagency water transfer from Mesa Water District to the City of Newport Beach. Motion passed 5 – 0.

Water Use Efficiency

District Engineer Wiesner provided a presentation that highlighted the following:

- Water Use Efficiency (WUE)
- The Water Use Objective Calculation
- Water Use Objective Schedule
- Next Steps

Proposition 218

Water Policy Manager Taylor provided a presentation that highlighted the following:

- Amicus Engagement
- Outreach/Education

Groundwater Basin Emergency Interconnection Project

Water Policy Manager Taylor provided a presentation that highlighted the following:

- Current Agreement
- Issues
- Next Steps

President DePasquale thanked District Engineer Wiesner and Water Policy Manager Taylor for their presentations.

3. SINGLE METER POLICY:

District Engineer Wiesner provided a presentation that highlighted the following:

- Rules and Regulations for Water Service
- Homeowners Association Communities
- Apartment Communities
- Potential Single Meter Policy
- Updated Single Meter Policy Pros and Cons
- Outreach Approach to Existing Master Metered Communities
- Recommendation

Discussion ensued amongst the Board.

MOTION

Motion by President DePasquale, second by Director Bockmiller, to develop an updated single-meter policy for all residential units within the District's service area, effective immediately for all projects currently underway, in plan check, future developments, and re-piping projects. For residential units on private streets where Mesa Water does not own the piping, Mesa Water will install sub-meters consistent with current third-party practices. Staff should develop a District-wide communication plan to reach all residents in the District's service area. Motion passed 5 – 0.

RECESS

President DePasquale declared a recess at 2:40 p.m.

The Board meeting reconvened at 3:00 p.m.

4. FISCAL YEAR 2026 STRATEGIC PLAN:

General Manager Shoenberger provided an overview of the seven strategic plan goals in the proposed FY 2026 Strategic Plan.

Discussion ensued amongst the Board.

Vice President Dewane suggested adding Strategic Plan Goal # 8 – *Business Improvement Process* to include a timeline for the audits to be conducted and presented to the Board.

MOTION

Motion by Vice President Dewane, second by Director Bockmiller, to approve Mesa Water District's Fiscal Year 2026 Strategic Plan with modifications, and direct staff to bring back a fully developed Strategic Plan Goal #8: *Business Process Improvement Plan*. Motion passed 5 – 0.

5. MESA WATER EDUCATION CENTER ENHANCEMENTS:

General Manager Shoenberger introduced Water Use Efficiency and Education Coordinator Petropoulos who provided a brief overview of how the Mesa Water Education Center is being used and the feedback she has received from visitors to the new center.

Discussion ensued amongst the Board.

MOTION

Motion by Vice President Dewane, second by Director Atkinson, to direct staff to negotiate a contract with Western Audio Visual & Security for an amount not to exceed \$70,000 to install audio/visual capabilities at the Mesa Water Education Center. Motion passed 5 – 0.

6. FISCAL YEAR 2026 PERFORMANCE AUDIT PROCESS GUIDE:

General Manager Shoenberger introduced Business Administrator Lind who provided an overview of the Performance Audit Process Guide, communicating to the Board the significant changes to the measures and Key Performance Indicators.

Discussion ensued amongst the Board.

MOTION

Motion by Vice President Dewane, second by President DePasquale, to approve the Fiscal Year 2026 Performance Audit Process Guide and direct staff to bring back Engineering Projects Measures 6 and 8 to either justify retaining the current metrics or to propose alternatives. Motion passed 5 – 0.

REPORTS:

7. REPORT OF THE GENERAL MANAGER

8. DIRECTORS' REPORTS AND COMMENTS

RECESS

President DePasquale declared a recess at 4:20 p.m.

The Board Meeting reconvened at 4:34 p.m.

President DePasquale announced the Board was going into Closed Session at 4:35 p.m.

CLOSED SESSIONS:

- 9. CONFERENCE WITH LABOR NEGOTIATOR:**
Pursuant to California Government Code Section 54957.6(a)
District Negotiator: General Manager
Employee Organization: Represented and Non-Represented Employees

The District Secretary left the Closed Session at 5:00 p.m. and the Business Administrator joined the Closed Session at 5:00 p.m.

The Board returned to Open Session at 5:36 p.m.

District Secretary Khalifa announced the Board conducted one Closed Session with the General Manager, District Secretary and Business Administrator pursuant to California Government Code Section 54957.6(a). The Board received information and there was no further announcement.

President DePasquale adjourned the meeting at 5:37 p.m. to a Regular Board Meeting scheduled for Wednesday, April 9, 2025 at 4:30 p.m.

Approved:

Marice H. DePasquale, President

Denise Khalifa, District Secretary

Recording Secretary: Sharon D. Brimer



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, April 9, 2025
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 DePasquale.

PLEDGE OF ALLEGIANCE

Director Atkinson led the Pledge of Allegiance.

Directors Present

Marice H. DePasquale, President
Shawn Dewane, Vice President
Jim Atkinson, Director
Fred R. Bockmiller, P.E., Director
James R. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Khalifa, Chief Administrative Officer/
District Secretary
Tyler Jernigan, Water Operations Manager/
Acting District Treasurer
Andrew D. Wiesner, P.E., District Engineer
Lynda Halligan, MFA, Public Affairs Manager
Stacy Taylor, Water Policy Manager
Kirk Harper, Interim Chief Financial Officer
Rob Anslow, General Legal Counsel

Others Present

None

PUBLIC COMMENTS

President DePasquale asked for public comments on items not on the agenda.

There was no public present and 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.

CONSENT CALENDAR ITEMS:

1. Approve minutes of regular Board meeting of March 12, 2025.

2. Approve attendance considerations (additions, changes, deletions).
3. Board Schedule:
 - Conferences, Seminars and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events

MOTION

Motion by Director Bockmiller, second by Vice President Dewane, to approve Items 1 – 3 of the Consent Calendar. Motion passed 5 – 0.

PRESENTATION AND DISCUSSION ITEMS:

4. POOL COVER REBATE PROGRAM:

GM Shoenberger provided an overview of the item.

Discussion ensued amongst the Board.

MOTION

Motion by Vice President Dewane, second by Director Fidler, to direct staff to agendaize at a future Board meeting a topic to evaluate continuing the pool cover rebate program, including exploring related educational opportunities and potential legislative efforts. Motion passed 5 – 0.

ACTION ITEMS:

5. LOBBYING AND GRANT FUNDING GOALS:

Water Policy Manager Taylor provided a presentation that highlighted the following:

- State Lobbying Goals – Legislative Priorities
- State Lobbying Goals – Regulatory Priorities
- Federal Lobbying Goals – Appropriations
- Grants Funding Advocacy

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

No action was taken on this item.

REPORTS:

6. REPORT OF THE GENERAL MANAGER
7. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

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

President DePasquale adjourned the meeting at 5:02 p.m. to a Regular Board Meeting scheduled for Wednesday, April 23, 2025 at 4:30 p.m.

Approved:

Marice H. DePasquale, President

Denise Khalifa, District Secretary

Recording Secretary: Sharon D. Brimer



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, April 23, 2025
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 DePasquale.

PLEDGE OF ALLEGIANCE

Director Fisler led the Pledge of Allegiance.

Directors Present

Marice H. DePasquale, President
Shawn Dewane, Vice President
Jim Atkinson, Director
Fred R. Bockmiller, P.E., Director
James R. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Khalifa, Chief Administrative Officer/
District Secretary
Tyler Jernigan, Water Operations Manager/
Acting District Treasurer
Andrew D. Wiesner, P.E., District Engineer
Stacy Taylor, Water Policy Manager
Kurt Lind, Business Administrator
Andrew Phou, Controller
Kirk Harper, Interim Chief Financial Officer
Kaitlyn Norris, Public Affairs Specialist
Karyn Igar, Senior Civil Engineer
Camille Shehadeh, Senior Human Resources Analyst
Rob Anslow, General Legal Counsel

Others Present

Karl W. Seckel, P.E., Director, Municipal Water District of
Orange County (MWDOC)
Harvey De La Torre, General Manager, MWDOC
Veronica Rodarte, Operations Manager, Orange County
Employees Association
Rachael Sanders, Vice President, Consulting, Public Agency
Retirement Services
J. Keith Stribling, CFA, Senior Portfolio Manager, PFM Asset
Management LLC

PUBLIC COMMENTS

President DePasquale asked for public comments on items not on the agenda.

There were no comments and President DePasquale proceeded with the meeting.

ITEMS TO BE ADDED, REMOVED OR REORDERED ON THE AGENDA

General Manager Shoenberger suggested reordering the agenda to take Item 12 after Item 8. There were no objections.

CONSENT CALENDAR ITEMS:

1. Approve minutes of regular Board meeting of March 26, 2025.
2. Receive and file the Developer Project Status Report.
3. Receive and file the Mesa Water and Other Agency Projects Status Report.
4. Receive and file the Water Quality Call Report.
5. Receive and file the Accounts Paid Listing.
6. Receive and file the Monthly Financial Reports.
7. Receive and file the Outreach Update.

MOTION

Motion by Director Bockmiller, second by Director Atkinson, to approve Items 1 – 7 of the Consent Calendar. Motion passed 5 – 0.

PRESENTATION AND DISCUSSION ITEMS:

8. MUNICIPAL WATER DISTRICT OF ORANGE COUNTY BRIEFING:

General Manager Shoenberger introduced MWDOC General Manager Harvey De La Torre who proceeded with a presentation that highlighted the following:

- MWDOC & Mesa Water's Partnership FY 24-25
- Metropolitan Rates Historical and Future
 - o Metropolitan Key Rate Drivers
 - o Metropolitan Rate Increases
- Metropolitan's Business Model
 - o Climate Adaptation Master Plan for Water (CAMP4W) & Business Model Background
 - o Business Model Sub-Working Group Scope
 - o Business Model Next Steps

Mr. De La Torre introduced Director Seckel who offered additional comments. The Board thanked Messrs. Seckel and De La Torre for the presentation.

**ITEM 12 - PUBLIC HEARING REGARDING ASSEMBLY BILL 2561 – LOCAL PUBLIC EMPLOYEES;
VACANT POSITIONS:**

President DePasquale announced the Public Hearing was now opened for the purpose of receiving comments in accordance with Assembly Bill 2561 – Local Public Employees; Vacant Positions.

District Secretary Khalifa stated Assembly Bill (AB) 2561 mandates public agencies conduct a public hearing at least once each fiscal year prior to budget adoption.

To comply with AB 2561, Ms. Khalifa introduced Senior Human Resources Analyst Camille Shehadeh who proceeded with a presentation that highlighted the status of Mesa Water's vacant positions, recruitment and retention efforts:

- Employee Life Cycle/Preferred Employer
- Reason for New Law
- Vacancy Information - General
- Recruitment Information - General
- Hiring Obstacles - General
- Retention Information - General
- Vacancy Information – Represented
- Temporary Employees

Ms. Khalifa offered that the Fiscal Year 2026 Staffing Plan will be presented to the Board at its May 28, 2025 meeting at which time staff will also present recommendations for any new positions.

Ms. Khalifa and Ms. Shehadeh responded to questions and the Board thanked them for the presentation.

President DePasquale opened the floor for discussion by the Board. Discussion ensued amongst the Board.

RECESS

President DePasquale declared a recess at 5:19 p.m.

The Board meeting reconvened at 5:25 p.m.

District Secretary Khalifa introduced Orange County Employees Association (OCEA) Operations Manager Veronica Rodarte who spoke on behalf of OCEA.

Ms. Rodarte thanked Mesa Water for its strong employment policies and provided comments on Mesa Water's status of vacant positions, recruitment and retention efforts.

President DePasquale thanked Ms. Rodarte for her comments.

President DePasquale opened the floor for discussion by the Board. Discussion ensued amongst the Board.

President DePasquale opened the floor for public comments. There were no members of the public present and she declared the public comments section of the hearing closed.

President DePasquale opened the floor for discussion by the Board. Discussion ensued amongst the Board.

President DePasquale declared the Public Hearing closed.

MOTION

Motion by Vice President Dewane, second by Director Bockmiller, to file Mesa Water District's 2024 Vacant Positions Report as presented in the April 23, 2025 Public Hearing. Motion passed 5 – 0.

9. PENSION & OTHER POST-EMPLOYMENT BENEFITS TRUST UPDATE:

Interim Chief Financial Officer Harper introduced Public Agency Retirement Services Vice President of Consulting Rachael Sanders and PFM Asset Management Senior Portfolio Manager J. Keith Stribling.

Ms. Sanders proceeded with a presentation that highlighted the following:

- Summary of Agency's Other Post- Employment Benefits (OPEB) Plan
- OPEB Actuarial Results
- Summary of Agency's Pension Plan
- Pension Funding Status
- Annualized Return Comparison

Mr. Stribling continued the presentation highlighting the following:

- Investment Discussion Highlights: Mesa Water District
- Quarterly Market Summary – Factors to Consider Over the Next 6 – 12 Months

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

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

District Engineer Wiesner introduced Senior Civil Engineer Igar who proceeded with a presentation that highlighted the following:

- Reservoir 1 – Site Layout
- Reservoir 1 – Dewatering Pit
- Reservoir 1 – Heavy Equipment Port Foundation
- Reservoir 1 – Chemical Facility Concrete Pads
- Reservoir 1 – Generator Forms
- Reservoir 2 – Site Layout
- Reservoir 2 – Chemical System Pad and Panels
- Variable Frequency Drives Delivered
- Reservoir Project Schedule
- Reservoir Project Planned vs. Actual

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

11. MESA WATER EDUCATION CENTER FLAGPOLE:

District Engineer Weisner proceeded with a presentation that highlighted the following:

- Site Map
- Locations 1 – 4
- Potential Next Steps

Discussion ensued amongst the Board.

MOTION

Motion by Director Bockmiller, second by Director Atkinson, to approve flagpole locations 1 and 3, and to grant staff the authority to select the specific location by meeting the following conditions:

- Location 1 –
 - o That the adjacent heating, ventilation and air conditioning (HVAC) unit be screened with appropriate equipment screening;
 - o That the flagpole be installed at a height sufficient to ensure the flag cannot, under any circumstances, come into contact with any building, physical object, or living being while being flown; and
 - o That the flag be properly illuminated, 24/7, with lighting directed solely at the flag and not toward neighboring properties.
- Location 3 –
 - o That staff be granted creative discretion to design the installation appropriately and to rule it out entirely if, in the staff's professional judgment, it is not feasible.
- Direct staff to design and construct a thirty-foot flagpole located on Gisler Avenue in Fiscal Year 2026 for an amount not to exceed the General Manager's contracting authority with the above noted conditions. Motion passed 5 – 0.

ACTION ITEMS:

12. PUBLIC HEARING REGARDING ASSEMBLY BILL 2561 – LOCAL PUBLIC EMPLOYEES; VACANT POSITIONS:

Item 12 taken after Item 8 on the agenda.

13. FINANCIAL KEY PERFORMANCE INDICATORS DASHBOARDS:

MOTION

Motion by Vice President Dewane, second by Director Bockmiller, to approve a contract amendment with Plante Moran, PLLC for \$120,000 to expand their consulting services to include Financial Key Performance Indicators Dashboards. Motion passed 5 – 0.

14. FINANCIAL SERVICES INITIATIVES:

MOTION

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

- a. Approve a contract with Plante Moran, PLLC for \$488,000 and a 10% contingency of \$48,800 for a total contract amount not to exceed \$536,800 to provide Standard Operating Procedure Implementation Services.
- b. Approve a contract with Plante Moran, PLLC for \$38,000 and a 10% contingency of \$3,800 for a total contract amount not to exceed \$41,800 to provide Resource Support Services.
- c. Approve a contract with Plante Moran PLLC for \$745,910 and a 10% contingency of \$74,591 for a total contract amount not to exceed \$820,501 to provide Financial Software Selection and Implementation Support.
- d. Approve a contract with Burke, Williams & Sorensen, LLP for \$100,000 and a 10% contingency of \$10,000 for a total contract amount not to exceed \$110,000 to provide Transaction Testing Services.

Motion passed 5 – 0.

15. CUSTOMER INFORMATION SYSTEM IMPLEMENTATION SUPPORT SERVICES:

MOTION

Motion by Vice President Dewane, second by Director Bockmiller, to approve a contract with The Northridge Group, Inc. for \$97,500 and a 10% contingency of \$9,750 for a total contract amount of \$107,250 to provide support services for the Customer Information System Implementation, and authorize the General Manager to execute the contract.

Motion passed 5 – 0.

REPORTS:

16. REPORT OF THE GENERAL MANAGER:

- March Key Indicators Report

17. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

18. ORANGE COUNTY ADVOCACY CONSULTING SERVICES

19. FEDERAL ADVOCACY UPDATE

20. STATE ADVOCACY UPDATE

21. ORANGE COUNTY UPDATE

RECESS

President DePasquale declared a recess at 6:29 p.m.

The Board meeting reconvened at 6:32 p.m.

President DePasquale announced the Board was going into closed Session at 6:32 p.m.

CLOSED SESSIONS:

22. CONFERENCE WITH GENERAL LEGAL COUNSEL – PENDING LITIGATION:
Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)
Number of Cases: 1
Ferreira Construction Co. Inc. v. Mesa Water District, et al

The Board returned to Open Session at 6:35 p.m.

Attorney Anslow announced the Board conducted one Closed Session with the General Manager, District Secretary, District Engineer, Senior Civil Engineer and General 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.

President DePasquale adjourned the meeting at 6:45 p.m. to a Regular Board Meeting scheduled for Wednesday, May 28, 2025 at 4:30 p.m.

Approved:

Marice H. DePasquale, President

Denise Khalifa, District Secretary

Recording Secretary: Sharon D. Brimer



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MEMORANDUM

TO: Board of Directors
FROM: Denise Khalifa, Chief Administrative Officer
DATE: May 28, 2025
SUBJECT: Attendance at Conferences, Seminars, Meetings and Events

RECOMMENDATION

In accordance with Ordinance No. 36, adopted October 23, 2024, 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 12, 2024 meeting, the Board of Directors (Board) approved the Fiscal Year 2025 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.

2025 CONFERENCES, SEMINARS, AND MEETINGS:

June 2 - 20, 2025	
Harvard Senior Executives in State and Local Government	
Cambridge, MA	
June 8 - 11, 2025	
AWWA ACE25 Conference	
Denver, CO	
August 19 - 21, 2025	
9th Annual CA Water Data Summit	
San Diego, CA	
August 20 - 22, 2025	
Urban Water Institute Annual Conference	<i>Atkinson, DePasquale</i>
San Diego, CA	
August 25 - 28, 2025	
CSDA Annual Conference	
Monterey, CA	
September 5, 2025	
OC Water Summit	
TBD	
September 27 - October 1, 2025	
WEFTEC Conference	
Chicago, IL	
October 22, 2025	
CALAFCO Annual Conference	
San Diego, CA	
November 5 - 6, 2025	
SWMOA Annual Symposium	
Palm Springs, CA	
December 2 - 4, 2025	
ACWA JPIA Fall Conference	
San Diego, CA	
December 16 - 18, 2025	
Colorado River Water Users Association Conference	
Las Vegas, NV	

May 2025

May 2025							June 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 27	28	29	30	May 1 Pay Period Ends 12:00pm R/S to 5/8-OCWD Communications/Legislative Committee	2 7:30am WACO Meeting (Virtual)	3
4	5 8:30am MWDOC Planning and Operations Committee Meeting combined with	6 7:30am ISDOC Executive Committee Meeting (https://mwdoc.zoom) 6:00pm Costa Mesa City Council Meeting (In	7 Payday 8:30am Jt. MWDOC/MWD 12:00pm Executive 5:30pm OCWD Board	8 12:00pm R/S from 5/1-OCWD Communications/Legislative Committee 12:00pm R/S to 5/15 OCWD Admin &	9 5:30pm Costa Mesa Chamber Event - Les Miller Outstanding Student Awards (55 Fair Drive Costa	10
11	12 5:00pm IRWD Board Meeting (In Person and https://irwd.webex.com/irwd/j.php?MTID=	13 ACWA JPIA Spring Conference (Monterey, CA)	14 8:15am LAFCO Meeting (400 W Civic Center) 8:30am R/S to 5/5 - 12:00pm OCWD Water	15 Pay Period Ends 8:30am R/S to 5/22 - MWDOC Executive 12:00pm R/S from 5/8 -	16	17
18	19	20 CSDA Legislative Days (Sacramento, CA) 7:30am WACO Planning Committee 6:00pm Costa Mesa City Council Meeting (In	21 Payday 8:30am MWDOC Board 3:00pm Costa Mesa 5:30pm OCWD Board	22 8:30am R/S from 5/15 - MWDOC Executive Committee	23 5:30pm ICRE Symposium at the Mesa Water Education Center (Mesa Water	24
25	26 District Holiday 5:00pm R/S to 5/27 - IRWD Board Meeting (In Person and Virtual)	27 5:00pm R/S from 5/26 - IRWD Board Meeting	28 8:30am Canceled - Jt. MWDOC/OCWD Planning Meeting (IN 4:30pm Board Meeting (Boardroom)	29 Pay Period Ends 12:00pm OCWD Webinar: Planning for a Resilient Water Future in Orange	30 11:30am OCTAX Event (650 Town Center Drive, Costa Mesa, CA 92626)	31 Beckman Arts & Science Family Festival (Time TBD) (Julianne and George Argyros Plaza at Segerstrom Center

June 2025

June 2025						
Su	Mo	Tu	We	Th	Fr	Sa
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29	30					

July 2025						
Su	Mo	Tu	We	Th	Fr	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 1	2 8:30am MWDOC Planning and Operations Committee Meeting (IN PERSON & VIRTUAL)	3 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (In Person & Virtual)	4 Payday 8:30am Jt. MWDOC/MWD 5:30pm OCWD Board Meeting (IN PERSON & VIRTUAL)	5 12:00pm OCWD Communications/Legislative Committee (IN PERSON & VIRTUAL)	6 7:30am WACO Meeting (Virtual)	7
8	9 5:00pm IRWD Board Meeting (In Person and Virtual)	10 AWWA ACE25 Conference (Denver, CO) 8:00am OCBC Infrastructure 12:00pm Executive Committee Meeting	11 8:15am LAFCO Meeting 8:30am MWDOC Admin 12:00pm OCWD Water 4:30pm Board Meeting	12 Pay Period Ends 12:00pm OCWD Admin & Finance Committee (IN PERSON & VIRTUAL)	13	14
15	16	17 7:30am WACO Planning Committee (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (In Person & Virtual)	18 Payday 8:30am MWDOC Board Meeting (IN PERSON & VIRTUAL) 3:00pm Costa Mesa 5:30pm OCWD Board	19 8:30am MWDOC Executive Committee (In Person & Virtual)	20	21
22	23 5:00pm IRWD Board Meeting (In Person and Virtual)	24 7:30am Annual Board Breakfast (Mesa Water Education Center)	25 8:30am Jt. MWDOC/OCWD 11:00am R/S from 4/23 - Costa Mesa 2025 4:30pm Board Meeting	26 Pay Period Ends	27	28
29	30	Jul 1	2	3	4	5

July 2025

July 2025							August 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 29	30	Jul 1 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (In	2 Payday 8:30am Jt. MWDOC/MWD 12:00pm Executive 5:30pm OCWD Board	3 12:00pm OCWD Communications/Legislative Committee (IN PERSON & VIRTUAL)	4 District Holiday	5
6	7 8:30am MWDOC Planning and Operations Committee Meeting (IN PERSON &	8	9 8:15am LAFCO Meeting (400 W Civic Center 8:30am MWDOC Admin 12:00pm OCWD Water 4:30pm Board Meeting	10 Pay Period Ends 12:00pm OCWD Admin & Finance Committee (IN PERSON & VIRTUAL)	11 7:30am R/S FROM 7/4 - WACO Meeting (VIRTUAL)	12
13	14 5:00pm IRWD Board Meeting (In Person and Virtual) 5:00pm OCWD GWRS Steering Committee	15 7:30am WACO Planning Committee (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (In Person & Virtual)	16 Payday 8:30am MWDOC Board Meeting (IN PERSON 3:00pm Costa Mesa 5:30pm OCWD Board	17 8:30am MWDOC Executive Committee (In Person & Virtual)	18	19
20	21	22	23 8:30am Jt. MWDOC/OCWD Planning Meeting (IN 4:30pm Board Meeting (Boardroom)	24 Pay Period Ends	25 8:00am City/Districts Liaison Committee Meeting (Mesa Water District (1965 Placentia Avenue	26
27	28 5:00pm IRWD Board Meeting (In Person and Virtual)	29	30 Payday	31 11:30am ISDOC Quarterly Meeting (MWDOC/OCWD Boardroom)	Aug 1	2



UPCOMING COMMUNITY OUTREACH EVENTS

Event	Date & Time	Location
Beckman Science Festival	Saturday, May 31, 2025 11:30 a.m. – 2:30 p.m.	Seegerstrom Center for the Arts 600 Town Center Drive Costa Mesa, CA 92626
Lions Club Fish Fry	Friday, June 27, 2025 5:00 p.m. – 10:00 p.m. Saturday & Sunday, June 28 – 29, 2025 11:00 a.m. – 10:00 p.m.	Lions Park 570 W. 18 th Street Costa Mesa, CA 92627
Concerts in the Park	Tuesdays July 8, 15, 22 & 29, 2025 6:00 p.m.	Fairview Park 2525 Placentia Avenue Costa Mesa, CA 92626

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
Will Serve Letter Request	396 21st Street	21 Residential Single Family Residence	Architect requested an updated Will Server letter on 4/9/25.
Will Serve Letter Request	732 and 738 W 17th Street	69 Residential Single Family Residence	Architect requested a Will Server letter on 3/27/25.
Will Serve Letter Request	734 W. 20th Street	3 Residential Single Family Residences	Architect requested a Will Serve letter on 5/6/25.
Will Serve Letter Request	960 W. 16th Street	38 Residential Single Family Residence	Architect requested a Will Serve letter on 11/7/24. (3/18/25)
Will Serve Letter Request	2193-2195 Pacific Avenue	10-lot Small Subdivision with 3 Story SFH	Architect requested a Will Serve letter on 05/08/25.
Will Serve Letter Request	2301 S. Shelley Circle	Southern Region Emergency Operations Center (SREOC)	Within the Fairview Development Center. (3/18/25)
C0013-24-01	Fairview Park	Park	Application for New Service submitted on 3/14/24. 1st plan check submitted on 3/13/24 and returned on 4/28/24. 2nd plan check submitted on 5/3/24 and returned on 5/14/24. Badger meter ordered on 5/14/24. 3rd plan check submitted on 2/26/25 and returned on 2/27/25. Permit issued on 4/21/25. (5/20/25)
C0013-25-01	1250 Maple Drive	Ketchum-Libolt Park	Application for New Service submitted on 11/25/24. 1st plan check submitted on 11/25/24 and returned on 11/30/24. 2nd plan check submitted on 12/10/24 and returned on 12/19/24. (5/20/25)
C0013-25-02	782 Shalimar Drive	Shalimar Park	Application for New Service submitted on 11/27/24. 1st plan check submitted on 11/27/24 and returned on 12/7/24. 2nd plan check submitted on 1/21/25 and voided after a conference call on 1/26/25. Revised 2nd plan check submitted on 3/26/25 and returned on 4/13/25. 3rd plan check submitted on 5/5/25 and returned on 5/6/25. (5/20/25)
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. 3rd plan check submitted on 5/22/24 and returned on 5/24/24. 4th plan check submitted on 7/18/24 and returned on 8/1/24. 5th plan check submitted on 8/8/24 and returned on 8/23/24. 6th plan check submitted on 9/16/24 and returned on 9/22/24. Permit submitted on 11/12/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. (5/20/25)
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. Site visit to go over materials on 2/5/25. (5/20/25)
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. Refresher precon held on 2/12/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. (5/20/25)
C0283-22-01	2167 Miner Street	Two 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. Precon held on 7/29/24. Refresher precon with new contractor scheduled for 3/24/25. (5/20/25)
C0304-23-01	2845 Mesa Verde Drive E	Church	Application for New Service submitted on 9/24/22 and waiting for plan check fee. 1st plan check submitted on 11/7/22 and returned on 11/12/22. 2nd plan check submitted on 1/19/23 and returned on 1/22/23. 3rd Plan Check submitted on 1/25/23 and returned on 2/5/23. 4th plan check submitted on 9/5/23 and returned on 9/5/23. Permit issued on 10/30/23. Precon held on 7/10/24. Refresher precon held on 3/3/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. 4th plan check submitted on 7/3/24 and returned on 7/7/24. 5th plan check submitted on 7/11/24 and returned on 7/14/24. Permit issued on 8/1/24. Precon held on 8/6/24. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
C0338-23-01	723 W. Wilson Street	Two 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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
C0352-23-01	3160 Bermuda Drive	Single Family Home with 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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
C0364-23-01	2356 Cornell Drive	Single Family Home, ADU with 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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. Permit issued on 6/17/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. Permit deadline extended to 6/1/25. (5/20/25)
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. (5/20/25)
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. 3rd plan check submitted on 11/20/24 and returned on 12/7/24. 4th plan check submitted on 12/10/24 and returned on 12/19/24. Permit issued on 1/28/25. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
C0388-23-01	1978 Meyer Place and 1979 Anaheim Avenue	8 Townhomes	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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. 3rd plan check submitted on 3/5/25 and returned on 3/10/25. Permit issued on 3/13/25. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. 3rd plan check submitted on 9/16/24 and returned on 9/22/24. Revised 3rd plan check identified on 12/16/24 and submitted on 12/22/24. Permit issued on 2/28/25. (5/20/25)
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. (5/20/25)
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. Permit issued on 12/2/24. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. 4th plan check submitted on 1/19/25 and returned on 1/23/25. Permit issued on 2/13/24. 5th plan check submitted on 3/6/25 and responded on 3/6/25. 6th plan check submitted on 3/11/25 and returned on 3/11/25. 7th plan check submitted on 3/15/25 and returned 3/16/25. Permit issued on 1/29/25. Precon held on 2/26/25. (5/20/25)
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. 4th plan check submitted on 6/3/24 and returned on 6/9/24. 5th plan check submitted on 6/28/24 and returned on 7/6/24. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. 3rd plan check submitted on 7/25/24 and returned on 7/28/24. Permit issued on 9/25/24. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. 3rd plan check submitted on 1/13/25 and returned on 1/26/25. 4th plan check submitted on 1/27/25 and returned on 1/29/25. Permit issued on 2/28/25. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. Precon held on 7/15/24. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0451-24-01	233 22nd Street	JADU and Future ADU	Application for New Service submitted on 10/31/23 and plan check fee submitted on 10/30/23. 1st plan check submitted on 5/15/24 and returned on 5/26/24. 2nd plan check submitted on 7/24/24 and returned on 7/28/24. 3rd plan check submitted on 9/23/24 and returned on 10/6/24. Permit issued on 12/2/24. (5/20/25)
C0453-24-01	2220 Orange Avenue	Two 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. 3rd plan check submitted on 7/24/24 and returned on 7/28/24. Permit issued on 9/17/24. Precon held on 9/19/24. (5/20/25)
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. Permit issued on 2/14/25. (5/20/25)
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. 2nd plan check submitted on 2/26/25 and returned on 2/27/25. Permit issued on 4/7/25. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)
C0467-24-01	2158 Charle Drive	Two 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. 3rd plan check submitted on 2/4/25 and returned on 2/11/25. Permit issued on 2/28/25. (5/20/25)
C0469-24-01	185 Rochester Street	Two 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. Permit issued on 2/13/25. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. (5/20/25)

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. (5/20/25)
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. Permit issued on 3/8/24. Precon held on 9/18/24. (5/20/25)
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. 3rd plan check submitted on 10/6/24 and returned on 10/13/24. Permit issued on 12/13/24. (5/20/25)
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. 2nd plan check submitted on 3/13/25 and returned on 3/13/25. 3rd plan check submitted on 3/21/25 and returned on 3/23/25. Permit issued on 4/7/25. (5/20/25)
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. (5/20/25)
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. 2nd plan check submitted on 7/12/24 and returned on 7/14/24. Permit issued 8/1/24. Precon held on 2/5/25 and again on 2/12/25. (5/20/25)
C0484-24-01	378 E. 18th Street	Two Single Family Homes with Two 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. 2nd plan check submitted on 12/6/24 and returned on 12/7/24. 3rd plan check submitted on 12/24/24 and returned on 12/24/24. Permit issued on 1/2/2025. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. (5/20/25)
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. Permit issued on 11/25/24. (5/20/25)
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. (5/20/25)
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. 3rd plan check submitted on 5/15/24 and returned on 5/26/24. Permit was issued on 8/14/24. (5/20/25)
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. Precon held on 8/6/24. (5/20/25)
C0497-24-01	212 E. 19th Street	Single Family Home Garage Conversion with 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. 3rd plan check submitted on 5/15/24 and returned on 5/21/24. 4th plan check submitted on 6/6/24 and returned on 6/9/24. Permit issued on 9/2/24. Precon held on 9/4/24. (5/20/25)
C0499-24-01	729 Center Street	Two 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. 3rd plan check submitted on 6/11/24 and returned on 6/13/24. 4th plan check submitted on 9/14/24 and returned on 9/22/24. Permit issued on 10/7/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
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. Issued permit on 5/20/24. Permit voided on 10/1/24. 3rd plan check submitted on 10/28/24 and returned on 11/3/24. 4th plan check submitted on 11/20/24 and returned on 11/22/24. Permit issued on 3/6/25. (5/20/25)
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. (5/20/25)
C0506-24-01	348 22nd Street	Single Family Home	Application for New Service submitted on 2/9/25 and plan check fee submitted on 1/29/25 1st plan check submitted on 3/29/24 and returned on 2/15/25. 2nd plan check submitted on 3/31/25 and returned on 4/13/25. (5/20/25)
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. 3rd plan check submitted on 1/14/25 and returned on 2/25/25. Revised Permit issued on 4/7/25. (5/20/25)
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. Permit issued on 5/20/24. (5/20/25)
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. (5/20/25)
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. (5/20/25)
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. 3rd plan check submitted on 5/7/24 and returned on 5/16/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0516-24-01	172 Flower Street	Single Family Home	Application for New Service submitted on 5/17/24. Plan check fee submitted on 5/6/24. 1st plan check to be submitted on 5/17/24 and returned on 5/26/24. 2nd plan check submitted on 4/29/25 and returned on 5/11/25.
C0519-24-01	3012 Java Road	Single Family Home	Application for New Service submitted on 5/13/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 5/13/24 and returned on 5/26/24. 2nd plan check submitted on 5/27/24 and returned on 5/27/24. (5/20/25)
C0520-24-01	146 & 148 Rochester Street	Two Single Family Homes	Application for New Service and plan check fee submitted on 5/16/24. 1st plan check submitted on 5/16/24 and returned on 5/26/24. 2nd plan check submitted on 6/25/24 and returned on 6/30/24. 3rd plan check submitted on 11/26/24 and returned on 11/30/24. 4th plan check submitted on 12/19/24 and returned on 12/19/24. 5th plan check submitted on 2/5/25 and returned on 2/14/25. Permit issued on 5/6/25.
C0522-24-01	840 Sonora Road	ADU	Application for New Service and plan check fee submitted on 5/16/24. 1st plan check submitted on 5/16/24 and returned on 5/26/24. 2nd plan check submitted on 5/29/24 and returned on 5/29/24. 3rd plan check submitted on 4/17/25 and returned on 4/27/25.
C0523-24-01	212 Broadway	ADU	Application for New Service submitted on 5/9/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 5/16/24 and returned on 5/26/24. 2nd plan check submitted on 6/12/24 and returned on 6/13/24. Permit issued on 9/17/24. (5/20/25)
C0524-24-01	1051 W. Wilson Street	Single Family Home	Application for New Service submitted on 5/17/24 and plan check fee submitted on 5/20/24. 1st plan check submitted on 5/17/24 and returned on 5/26/24. 2nd plan check submitted on 7/2/24 and returned on 7/6/24. Permit issued on 8/1/2024. (5/20/25)
C0526-24-01	2205 Miner Street	ADU	Application for New Service submitted on 5/17/24 and plan check fee submitted 5/29/24. 1st plan check submitted on 5/17/24 and returned on 5/29/24. 2nd plan check submitted on 6/11/24 and returned on 6/13/24. 3rd plan check submitted on 6/20/24 and returned on 6/21/24. 4th plan check submitted on 7/14/24 and returned on 7/14/24. 5th plan check submitted on 7/15/24 and returned on 7/15/24. 6th plan check submitted on 7/27/24 and returned on 8/4/24. Permit issued on 10/15/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0527-24-01	2197 American Avenue	Single Family Home	Application for New Service submitted on 5/23/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 5/23/24 and returned on 5/27/24. 2nd plan check submitted on 8/6/24 and returned on 8/13/24. Permit issued on 9/17/24. (5/20/25)
C0530-24-01	1973 Rosemary Place	Single Family Home	Application for New Service submitted on 5/20/24 and plan check fee submitted 5/29/24. 1st plan check submitted on 6/3/24 and returned on 6/9/24. 2nd plan check submitted on 6/12/24 and returned on 6/13/24. Permit issued on 6/24/24. (5/20/25)
C0531-24-01	314 E. 20th Street	ADU	Application for New Service submitted on 5/6/24 and plan check fee submitted 6/10/24. 1st plan check submitted on 6/10/24 and returned on 6/13/24. 2nd plan check submitted on 6/17/24 and returned on 6/21/24. 3rd plan check submitted on 6/25/24 and returned on 6/30/24. (5/20/25)
C0533-24-01	111 Cecil Place	Triplex	Application for New Service and plan check fee submitted on 6/13/24. 1st plan check submitted on 6/5/24 and returned on 6/15/24. 2nd plan check submitted on 6/18/24 and returned on 6/21/24. 3rd plan check submitted 7/3/24 and returned on 7/7/24. 4th plan check submitted on 7/11/24 and returned on 7/14/24. 5th plan check submitted on 8/19/24 and returned on 8/24/24. Permit issued on 9/17/24. (5/20/25)
C0535-24-01	379 E. 20th Street	ADU	Application for New Service and plan check fee submitted on 6/21/24. 1st plan check submitted on 7/2/24 and returned on 7/6/24. 2nd plan check submitted on 7/8/24 and returned on 7/14/24. Revised 2nd plan check 11/12/24 and returned on 11/17/24. 3rd plan check submitted on 1/20/25 and returned on 1/26/25. Permit issued on 2/28/25. (5/20/25)
C0536-25-01	169 E. 18th Street	ADU	Application for New Service submitted on 6/25/24 and plan check fee submitted on 6/29/24. 1st plan check submitted on 6/25/24 and returned on 7/6/24. 2nd plan check submitted on 7/8/24 and returned on 7/14/24. 3rd plan check submitted on 7/27/24 and returned on 8/4/24. 4th plan check submitted on 8/5/24 and returned on 8/13/24. Permit issued on 9/4/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0537-25-01	275 Walnut Street	Single Family Home	Application for New Service submitted on 6/28/24 and plan check fee submitted on 7/5/24. 1st plan check submitted on 6/28/24 and returned on 7/6/24. 2nd plan check submitted on 7/12/24 and returned on 7/14/24. 3rd plan check submitted on 7/16/24 and returned on 7/21/24. Permit issued on 8/1/24. (5/20/25)
C0538-25-01	3020 Capri Lane	Single Family Home	Application for New Service submitted on 7/8/24 and plan check fee submitted on 7/9/24. 1st plan check submitted on 6/27/24 and returned on 7/14/24. 2nd plan check submitted on 9/18/24 and returned on 9/22/24. (5/20/25)
C0540-25-01	2033 National Avenue	Single Family Home	Application for New Service and plan check fee submitted on 7/1/24. 1st plan check submitted on 7/22/24 and returned on 7/28/24. 2nd plan check submitted on 8/27/24 and returned on 9/2/24. Permit issued on 12/2/24. (5/20/25)
C0541-25-01	481 Flower Street	ADU	Application for New Service submitted on 7/2/24 and plan check fee submitted on 6/14/24. 1st plan check submitted on 6/12/24 and returned on 7/7/24. 2nd plan check submitted on 7/8/24 and returned on 7/14/24. 3rd plan check submitted on 7/14/24 and returned on 7/15/24. Permit issued on 8/27/24. (5/20/25)
C0542-25-01	397 Vista Baya	Single Family Home with ADU	Application for New Service and plan check fee submitted on 7/1/24. 1st plan check submitted on 7/1/24 and returned on 7/7/24. Revised 1st plan check submitted on 7/15/24. 2nd plan check submitted on 7/15/24 and returned on 7/15/24. 3rd plan check submitted on 9/5/24 and returned on 9/14/24. (5/20/25)
C0546-25-01	1018 and 1022 W. Wilson Street	Two Single Family Homes with Two ADUs	Application for New Service submitted on 7/17 and plan check fee submitted on 7/22/24. 1st plan check submitted on 7/21/24 and returned on 7/28/24. 2nd plan check submitted on 8/1/24 and returned on 8/4/24. 3rd plan check submitted 8/14/24 and returned on 8/24/24. Permit issued on 9/17/24. (5/20/25)
C0547-25-01	853 Congress Street	Single Family Home with JADU	Application for New Service submitted on 7/23/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 7/23/24 and returned on 7/28/24. 2nd plan check submitted on 11/27/24 and returned on 11/30/24. 3rd plan check submitted on 12/4/24 and returned on 12/7/24. Permit issued on 3/4/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0548-25-01	1592 and 1594 Redlands Place	Two Single Family Homes	Application for New Service submitted on 5/14/24 and plan check fee submitted on 8/6/24 1st plan check submitted on 7/26/24 and returned on 7/28/24. 2nd plan check submitted on 8/1/24 and returned on 8/12/24. 3rd plan check submitted on 8/26 and returned on 9/2/24. Permit issued on 9/17/24. Precon held on 1/13/25. Services installed on 1/14/25. (5/20/25)
C0549-25-01	2103 Monrovia Avenue	Single Family Home	Application for New Service and plan check fee submitted on 7/26/24. 1st plan check submitted on 7/26/24 and returned on 8/4/24. 2nd plan check submitted on 8/31/24 and returned on 9/2/24. (5/20/25)
C0551-25-01	440 Cabrillo Street	ADU	Application for New Service and plan check fee submitted on 8/1/24. 1st plan check submitted on 8/1/24 and returned on 8/4/24. 2nd plan check submitted on 8/13/24 and returned on 9/22/24. 3rd plan check submitted on 9/25/24 and returned on 10/6/24. Permit issued on 11/25/24. (5/20/25)
C0552-25-01	787 Joann Street	ADU	Application for New Service submitted on 7/16/24 and plan check fee submitted on 8/7/24. 1st plan check submitted on 8/1/24 and returned on 8/4/24. 2nd plan check submitted on 8/7/24 and returned on 8/13/24. 3rd plan check submitted on 2/14/25 and returned on 2/15/25. Permit issued on 3/4/25. (5/20/25)
C0554-25-01	2533 Greenbriar Lane	JADU	Application for New Service submitted on 7/19/24 and plan check fee submitted on 8/12/24. 1st plan check submitted on 7/19/24 and returned on 8/24/24. 2nd plan check submitted on 9/7/24 and returned on 9/14/24. (5/20/25)
C0556-25-01	1595 Newport Boulevard	Commercial	Application for New Service submitted on 7/30/24 and plan check fee submitted on 8/22/24. 1st plan check submitted on 7/30/24 and returned on 8/24/24. 2nd plan check submitted on 9/26/24 and returned on 10/6/24. (5/20/25)
C0557-25-01	374 & 376 Hamilton Street	Two Duplexes with Two ADUs	Application for New Service and plan check fee submitted on 8/23/24. 1st plan check submitted on 8/23/24 and returned on 8/25/24. 2nd plan check submitted on 10/22/24 and returned on 11/3/24. 3rd plan check submitted on 11/4/24 and returned on 11/4/24. 4th plan check submitted on 11/15/24 and returned on 11/22/24. Permit issued on 1/2/2025. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0559-25-01	140 Albert Place	ADU	Application for New Service and plan check fee submitted on 10/19/24. 1st plan check submitted on 10/13/24 and returned on 10/21/24. 2nd plan check submitted on 10/25/24 and returned on 11/3/24. (5/20/25)
C0560-25-01	757 Newton Way	Commercial	Application for New Service and plan check fee submitted on 8/27/24. 1st plan check submitted on 8/27/24 and returned on 9/2/24. 2nd plan check submitted on 12/19/24 and returned on 12/24/24. Permit issued on 1/22/25. (5/20/25)
C0562-25-01	1787 Hummingbird Drive	Single Family Home	Application for New Service on 8/28/24 and plan check fee submitted on 8/29/24. 1st plan check submitted on 8/29/24 and returned on 9/2/24. 2nd plan check submitted on 9/20/24 and returned on 9/23/24. Permit issued on 10/7/24. Precon held on 3/18/25. (5/20/25)
C0564-25-01	3146 Bray Lane	ADU	Application for New Service on 8/16/24 and plan check fee submitted on 8/20/24. 1st plan check submitted on 8/30/24 and returned on 9/2/24. 2nd plan check submitted on 9/13/24 and returned on 9/22/24. Permit issued on 10/7/24. (5/20/25)
C0566-25-01	454 Costa Mesa Street	Single Family Home	Application for New Service and plan check fee submitted on 9/10/24. 1st plan check submitted on 9/9/24 and returned on 9/22/24. 2nd plan check submitted on 3/12/25 and returned on 3/13/25. 3rd plan check submitted on 3/14/25 and returned on 3/24/25. Permit issued on 4/7/25. (5/20/25)
C0567-25-01	2108 Westminster Avenue	Single Family Home	Application for New Service and plan check fee submitted on 8/27/24. 1st plan check submitted on 8/27/24 and returned on 9/2/24. 2nd plan check submitted on 10/8/24 and returned on 10/13/24. Permit issued on 11/12/24. (5/20/25)
C0568-25-01	2011 Baltra Place	ADU	Application for New Service and plan check fee submitted on 9/11/24. 1st plan check submitted on 9/11/24 and returned on 9/22/24. 2nd plan check submitted on 10/25/24 and returned on 11/3/24. Permit issued on 11/12/24. (5/20/25)
C0569-25-01	1034 Linden Place	ADU	Application for New Service submitted on 9/5/24 and plan check fee submitted on 9/12/24. 1st plan check submitted on 9/5/24 and returned on 9/22/24. Permit issued on 3/12/25. (5/20/25)
C0572-25-01	2141 Aster Place	ADU	Application for New Service submitted on 9/19/24 and plan check fee submitted on 9/18/24. 1st plan check submitted on 9/19/24 and returned on 9/22/24. 2nd plan check submitted on 10/2/24 and returned on 10/6/24. Permit issued 11/12/24. Precon held on 3/18/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0574-25-01	243 22nd Street	JADU	Application for New Service and plan check fee submitted on 9/23/24. 1st plan check submitted on 9/20/24 and returned on 10/6/24. 2nd plan check submitted on 10/11/24 and returned on 10/13/24. Permit issued by hand on 11/14/24. (5/20/25)
C0575-25-01	883 Towne Street	Single Family Home	Application for New Service submitted on 9/13/24 and plan check fee submitted on 9/17/24. 1st plan check submitted on 9/23/24 and returned on 10/6/24. 2nd plan check submitted on 10/21/24 and returned on 11/3/24. 3rd plan check submitted on 11/5/24 and returned to 11/5/24. Permit issued on 11/12/24. (5/20/25)
C0577-25-01	969 Grove Place	ADU	Application for New Service submitted on 10/4/24 and plan check fee submitted on 10/9/24. 1st plan check submitted on 10/4/24 and returned on 10/13/24. 2nd plan check submitted on 10/31/24 and returned on 11/3/24. 3rd plan check submitted on 12/16/24 and returned on 12/24/24. Permit issued on 1/28/25. (5/20/25)
C0578-25-01	3065 Ceylon Road	Single Family Home	Application for New Service submitted on 10/10/24 and plan check fee submitted on 10/11/24. 1st plan check submitted on 10/11/24 and returned on 10/13/24. 2nd plan check submitted on 10/24/24 and returned on 11/3/24. 3rd plan check submitted on 11/5/24 and returned on 11/10/24. 4th plan check submitted on 11/11/24 and returned 11/11/24. Permit issued on 12/2/24. (5/20/25)
C0579-25-01	418 Ogle Circle	Single Family Home	Application for New Service and plan check fee submitted on 10/11/24. 1st plan check submitted on 11/7/24 and returned on 11/10/24. 2nd plan check submitted on 1/8/25 and returned on 1/26/25. Permit issued on 2/14/25. (5/20/25)
C0580-25-01	1130 Austin Street	ADU	Application for New Service submitted on 9/17/24 and plan check fee submitted on 9/24/24. 1st plan check submitted on 9/24/24 and returned on 10/20/24. 2nd plan check submitted on 10/24/24 and returned on 11/3/24. Permit issued on 12/20/24. (5/20/25)
C0581-25-01	2858 Serang Place	JADU	Application for New Service submitted on 10/2/24 and plan check fee submitted on 10/15/24. 1st plan check submitted on 10/31/24 and returned on 11/3/24. 2nd plan check submitted on 11/5/24 and returned on 11/10/24. 3rd plan check submitted on 12/11/24 and returned on 12/19/24. 4th plan check submitted on 1/3/25 and returned on 1/6/25. Permit issued on 1/21/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0583-25-01	2136 Republic Avenue	Single Family Home	Application for New Service and plan check fee submitted on 10/16/24. 1st plan check submitted on 10/16/24 and returned on 10/20/24. 2nd plan check submitted on 10/31/24 and returned on 11/3/24. 3rd plan check submitted on 11/7/24 and returned on 11/10/24. Permit issued on 12/2/24. (5/20/25)
C0584-25-01	222-236 Victoria Place	40 Single Family Homes	Application for New Service and plan check fee submitted on 10/17/24. 1st plan check submitted on 10/17/24 and returned on 11/10/24. 2nd plan check submitted on 11/21/24 and returned on 12/3/24. 3rd plan check submitted on 12/5/24 and returned on 12/7/24. (5/20/25)
C0585-25-01	976 Paularino Avenue	Single Family Home	Application for New Service submitted on 10/19/24 and plan check fee submitted on 10/24/24. 1st plan check submitted on 10/19/24 and returned on 10/20/24. 2nd plan check submitted on 10/28/24 and returned on 11/3/24. (5/20/25)
C0586-25-01	1849 Kentucky Place	Single Family Home	Application for New Service submitted on 10/29/24 and plan check fee submitted on 10/21/24. 1st plan check submitted on 10/19/24 and returned on 11/3/24. Permit issued on 12/2/24. (5/20/25)
C0588-25-01	2156 and 2158 Myran Drive	Two Single Family Homes	Application for New Service submitted on 10/16 and plan check fee submitted on 10/29/24. 1st plan check submitted on 10/29/24 and returned on 11/3/24. 2nd plan check submitted on 11/5/24 and returned on 11/5/24. 3rd plan check submitted on 11/7/24 and returned on 11/10/24. Permit issued on 12/2/24. (5/20/25)
C0589-25-01	470 Flower Street	ADU	Application for New Service and plan check fee submitted on 10/29/24. 1st plan check submitted on 10/29/24 and returned on 11/3/24. 2nd plan check submitted on 3/21/25 and returned on 3/24/25. Permit issued on 4/7/25. (5/20/25)
C0590-25-01	2666 Harbor Boulevard	Commercial	Application for New Service submitted on 10/23 and plan check fee submitted on 10/29/24. 1st plan check submitted on 10/23/24 and returned on 11/10/24. 2nd plan check submitted on 11/24/24 and returned on 12/7/24. 3rd plan check submitted on 12/11/24 and returned on 12/26/24. 4th plan check submitted on 1/2/25 and returned on 1/3/25. Permit issued on 1/28/25. 5th plan check submitted on 1/30/25 and returned on 2/9/25. Permit reissued on 3/4/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0591-25-01	2009 Lemnos Drive	ADU	Application for New Service submitted on 10/25 and plan check fee submitted on 10/29/24. 1st plan check submitted on 10/24/24 and returned on 11/4/24. 2nd plan check submitted on 11/5/24 and returned on 11/5/24. 3rd plan check submitted on 11/14/24 and returned on 11/17/24. Permit issued on 12/2/24. (5/20/25)
C0593-25-01	2187 Meyer Place	Single Family Home	Application for New Service and plan check fee submitted on 11/6/24. 1st plan check submitted on 11/6/24 and returned on 11/11/24. 2nd plan check submitted on 11/21/24 and returned on 11/23/24. 3rd plan check submitted on 11/27/24 and returned on 11/30/24. 4th plan check submitted on 12/4/24 and returned on 12/7/24. Permit issued on 12/20/24. (5/20/25)
C0594-25-01	2977 Country Club Drive	Single Family Home	Application for New Service submitted on 11/8/24 and plan check fee submitted on 11/12/24. 1st plan check submitted on 12/2/24 and returned on 12/2/24. 2nd plan check submitted on 12/4/24 and returned on 12/7/24. Permit issued on 1/21/2025. (5/20/25)
C0595-25-01	186 Costa Mesa Street	ADU	Application for New Service submitted on 11/12/24 and plan check fee submitted on 9/23/24. 1st plan check submitted on 11/12/24 and returned on 11/17/24. 2nd plan check submitted on 12/4/24 and returned on 12/7/24. Permit issued on 1/21/25. (5/20/25)
C0596-25-01	387 Ramona Way	Single Family Home	Application for New Service submitted on 10/31/24 and plan check fee submitted on 11/14/24. 1st plan check submitted on 10/31/24 and returned on 11/17/24. 2nd plan check submitted on 11/20/24. 3rd plan check submitted on 12/9/24 and returned on 12/19/24. Permit issued on 1/21/25. (5/20/25)
C0597-25-01	2314 College Drive	ADU	Application for New Service submitted on 9/23/24 and plan check fee submitted on 9/27/24. 1st plan check submitted on 9/26/24 and returned on 11/22/24. 2nd plan check submitted on 11/27/24 and returned on 11/30/24. (5/20/25)
C0598-25-01	2297 La Linda Court	Single Family Home	Application for New Service submitted on 11/16/24 and plan check fee submitted on 11/19/24. 1st plan check submitted on 10/26/24 and returned on 11/22/24. 2nd plan check submitted on 12/3/24 and returned on 12/7/24. 3rd plan check submitted on 12/16/24 and returned on 12/19/24. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0600-25-01	2702 Canary Drive	Single Family Home	Application for New Service and plan check fee submitted on 10/23/24. 1st plan check submitted on 11/21/24 and returned on 11/23/24. 2nd plan check submitted on 12/9/24 and returned on 12/19/24. Permit issued on 1/2/2025. Precon held on 1/9/25. (5/20/25)
C0601-25-01	1714 Labrador Drive	Single Family Home	Application for New Service and plan check fee submitted on 11/22/24. 1st plan check submitted on 11/22/24 and returned on 11/23/24. 2nd plan check submitted on 11/27/24 and returned on 11/30/24. 3rd plan check submitted on 12/2/24 and returned on 12/7/24. Permit issued on 1/21/25. (5/20/25)
C0602-25-01	241 Ogle Street	Three Single Family Homes	Application for New Service and plan check fee submitted on 10/23/24. 1st plan check submitted on 10/23/24 and returned on 11/23/24. 2nd plan check submitted on 12/16/24 and returned on 12/24/24. Permit issued on 1/28/25. Precon held on 3/10/25. Two of three meters installed and locked on 3/11/25. (5/20/25)
C0603-25-01	3499 San Rafael Circle	Single Family Home	Application for New Service and plan check fee submitted on 11/25/24. 1st plan check submitted on 11/25/24 and returned on 11/30/24. 2nd plan check submitted on 12/8/24 and returned on 12/8/24. 3rd plan check submitted on 12/18/24 and returned on 12/24/24. Permit issued on 1/21/25. (5/20/25)
C0605-25-01	317 Rochester Street	ADU	Application for New Service and plan check fee submitted on 11/26/24. 1st plan check submitted on 11/26/24 and returned on 12/7/24. 2nd plan check submitted on 12/20/24 and returned on 12/24/24. 3rd plan check submitted on 1/21/25 and returned on 1/26/25. Permit issued on 2/14/25. Precon held on 2/25/25. (5/20/25)
C0606-25-01	1559 Placentia Avenue	Commercial	Application for New Service submitted on 11/27/24 and waiting for plan check fee to be submitted. 1st plan check submitted on 11/22/24 and returned on 11/30/24. 2nd plan check submitted on 1/28/25 and returned on 2/9/25. 3rd plan check submitted on 2/20/25 and returned on 2/26/25. 4th plan check submitted on 3/27/25 and returned on 4/13/25. (5/20/25)
C0607-25-01	2208 Puente Avenue	ADU	Application for New Service and plan check fee submitted on 12/3/24. 1st plan check submitted on 12/3/24 and returned on 12/8/24. 2nd plan check submitted on 1/16/25 and returned on 1/25/25. 3rd plan check submitted on 3/5/25 and returned on 3/5/25. 4th plan check submitted on 4/18/25 and returned on 4/27/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0608-25-01	1600 Adams Avenue	Commercial	Application for New Service and plan check fee submitted on 1/23/25. 1st plan check submitted on 3/18/25 and returned on 4/13/25. 2nd plan check submitted on 4/14/25 and returned on 4/14/25. (5/20/25)
C0610-25-01	2235 Meyer Place	Single Family Home	Application for New Service submitted on 12/5/24 and plan check fee submitted on 12/10/24. 1st plan check submitted on 12/5/24 and returned on 12/19/24. 2nd plan check submitted on 12/23/24 and returned on 12/24/24. 3rd plan check submitted on 12/26/24 and returned on 12/26/24. 4th plan check submitted on 1/3/2025 and returned on 1/3/2025. Permit issued on 1/21/25. (5/20/25)
C0611-25-01	2130 Monrovia Avenue	Single Family Home	Application for New Service and plan check fee submitted on 12/9/24. 1st plan check submitted on 12/9/24 and returned on 12/19/24. 2nd plan check submitted on 1/27/25 and returned on 1/27/25. Permit issued on 4/7/25. (5/20/25)
C0612-25-01	363 Flower Street	ADU	Application for New Service and plan check fee submitted on 12/9/24. 1st plan check submitted on 12/9/24 and returned on 12/19/24. 2nd plan check submitted on 12/23/24 and returned on 12/24/24. Permit issued on 1/28/25. Precon held on 2/19/25. (5/20/25)
C0613-25-01	3119 Madeira Avenue	Single Family Home	Application for New Service and plan check fee submitted on 12/10/24. 1st plan check submitted on 12/10/24 and returned on 12/19/24. 2nd plan check submitted on 2/20/25 and returned on 2/26/25. Permit issued on 4/14/25. (5/20/25)
C0614-25-01	2301 S. Shelley Circle	Southern Region Emergency Operations Center (SREOC)	Application for New Service submitted on 12/10/24. Waiting for plan check fee to be submitted. 1st plan check submitted on 12/10/24 and returned on 1/26/25. 2nd plan check submitted on 1/31/25 and returned on 2/16/25. 3rd plan check submitted on 2/20/25 and returned on 2/27/25. (5/20/25)
C0615-25-01	2148 Rural Lane	ADU	Application for New Service submitted on 12/16/24. Plan check fee submitted on 12/18/24. 1st plan check submitted on 12/16/24 and returned on 12/20/24. 2nd plan check submitted on 12/30/24 and returned on 1/3/25. Permit issued on 1/21/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0616-25-01	3133 Dublin Street	Single Family Home	Application for New Service submitted on 12/23/24 and waiting for plan check fee submittal. 1st plan check submitted on 12/23/24 and returned on 12/26/24. 2nd plan check submitted on 3/21/25 and returned on 3/23/25. 3rd plan check submitted on 3/24/25 and returned on 3/24/25. Permit issued on 4/21/25. (5/20/25)
C0617-25-01	2060 Monrovia Avenue	Single Family Home	Application for New Service and plan check fee submitted on 12/24/24. 1st plan check submitted on 12/24/24 and returned on 12/26/24. 2nd plan check submitted on 1/15/25 and returned on 1/26/25. 3rd plan check submitted on 3/24/25 and returned on 3/24/25. Permit issued on 4/10/25. (5/20/25)
C0618-25-01	1959 Orange Avenue	Single Family Home	Application for New Service submitted on 11/4/24 and plan check fee submitted on 12/2/24. 1st plan check submitted on 12/27/24 and returned on 12/29/24. 2nd plan check submitted on 1/13/25 and returned on 1/25/25. 3rd plan check submitted on 1/28/25 and returned on 2/9/25. Permit issued on 2/28/25. (5/20/25)
C0619-25-01	1917 Anaheim Avenue	Commercial	Application for New Service and plan check fee submitted on 1/15/25. 1st plan check submitted on 1/15/25 and returned on 1/26/25. 2nd plan check submitted on 2/3/25 and returned on 2/9/25. (5/20/25)
C0620-25-01	3112 McKinley Way	JADU	Application for New Service and plan check fee submitted on 1/20/25. 1st plan check submitted on 11/19/24 and returned on 1/26/25. 2nd plan check submitted on 1/27/25 and returned on 1/27/25. 3rd plan check submitted on 2/2/25 and returned on 2/9/25. Permit issued on 3/25/25. (5/20/25)
C0621-25-01	251 Costa Mesa Street	ADU	Application for New Service and plan check fee submitted on 1/20/25. 1st plan check submitted on 1/20/25 and returned on 1/26/25. 2nd plan check submitted on 2/5/25 and returned on 2/9/25. Permit issued on 3/4/25. (5/20/25)
C0622-25-01	1417 Shamrock Lane	Single Family Home	Application for New Service and plan check fee submitted on 1/22/25. 1st plan check submitted on 1/22/25 and returned on 1/26/25. 2nd plan check submitted on 2/7/25 and returned on 2/26/25. Permit issued on 3/25/25. (5/20/25)
C0623-25-01	359 Flower Street	Single Family Home	Application for New Service submitted on 1/23/25 and plan check fee submitted on 1/24/25. 1st plan check submitted on 1/23/25 and returned on 1/26/25. 2nd plan check submitted on 1/28/25 and returned on 1/29/25. Permit issued 2/14/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0624-25-01	1738 Paloma Drive	Single Family Home	Application for New Service and plan check fee submitted on 1/24/25. 1st plan check submitted on 1/24/25 and returned on 1/26/25. 2nd plan check submitted on 3/12/25 and returned on 3/13/25. 3rd plan check submitted on 3/14/25 and returned on 3/17/25. Permit issued on 4/10/25. (5/20/25)
C0625-25-01	2274 Newport Blvd	Commercial (HomeKey)	Application for New Service submitted on 1/28/25 and plan check fee submitted on 1/30/25. 1st plan check submitted on 1/28/25 and returned on 2/15/25. 2nd plan check submitted on 2/24/25 and returned on 2/26/25. 3rd plan check submitted on 3/11/25 and returned on 3/12/25. Permit issued on 4/7/25. (5/20/25)
C0626-25-01	3159 Sharon Lane	Single Family Home	Application for New Service and plan check fee submitted on 1/29/25. 1st plan check submitted on 1/29/25 and returned on 2/9/25. 2nd plan check submitted on 2/17/25 and returned on 2/17/25. 3rd plan check submitted on 2/13/25 and returned on 2/26/25. Permit issued on 4/21/25. (5/20/25)
C0627-25-01	2782 Mendoza Drive	ADU	Application for New Service and plan check fee submitted on 1/29/25. 1st plan check submitted on 2/2/25 and returned on 2/9/25. 2nd plan check submitted on 2/17/25 and returned on 2/17/25. 3rd plan check submitted on 2/26/25 and returned on 2/26/25. Permit issued on 3/12/25. (5/20/25)
C0629-25-01	1540 Superior Ave	Nine (9) Single Family Homes	Application for New Service and plan check fee submitted on 2/4/25. 1st plan check submitted on 2/5/25 and returned on 2/11/25. 2nd plan check submitted on 2/17/25 and returned on 2/17/25. (5/20/25)
C0630-25-01	1711 and 1719 Pomona Ave	Eight (8) Single Family Homes	Application for New Service and plan check fee submitted on 2/4/25. 1st plan check submitted on 2/4/25 and returned on 2/11/25. 2nd plan check submitted on 2/17/25 and returned on 2/17/25. (5/20/25)
C0631-25-01	485 E. 18th Street	ADU	Application for New Service submitted on 2/5/25 and plan check fee submitted on 1/6/25. 1st plan check submitted on 2/5/25 and returned on 2/12/25. 2nd plan check submitted on 2/18/25 and returned on 2/26/25. Permit issued on 3/13/25. (5/20/25)
C0632-25-01	1798 Kenwood Place	ADU	Application for New Service and plan check fee submitted on 2/5/25. 1st plan check submitted on 2/5/25 and returned on 2/12/25. 2nd plan check submitted on 2/13/25 and returned on 2/26/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0633-25-01	2991 Randloph Ave	Commercial	Application for New Service submitted on 1/29/25 and plan check fee submitted on 2/4/25. 1st plan check submitted on 1/29/25 and returned on 2/12/25. (5/20/25)
C0634-25-01	314 E. 16th Street	One (1) Duplex and Two (2) ADUs	Application for New Service and plan check fee submitted on 2/5/25. 1st plan check submitted on 2/5/25. 2nd plan check submitted on 2/5/25 and returned on 2/26/25. 2nd plan check submitted on 3/6/25 and returned on 3/10/25. (5/20/25)
C0635-25-01	2210 Raleigh Ave	ADU	Application for New Service submitted on 12/18/24 and plan check fee submitted on 2/7/25. 1st plan check submitted on 1/27/25 and returned on 2/15/25. 2nd plan check submitted on 2/26/25 and returned on 2/27/25. 3rd plan check submitted on 4/7/25 and returned on 4/13/25. (5/20/25)
C0637-25-01	308 Vista Baya	Single Family Home	Application for New Service and plan check fee submitted on 2/12/25. 1st plan check submitted on 2/12/25 and returned on 2/15/25. 2nd plan check submitted on 2/19/25 and returned on 2/26/25. Permit issued on 4/7/25. (5/20/25)
C0638-25-01	2323 Fordham Drive	Single Family Home	Application for New Service and plan check fee submitted on 2/13/25. 1st plan check submitted on 2/12/25 and returned on 2/15/25. 2nd plan check submitted on 2/17/25 and returned on 2/17/25. 3rd plan check submitted on 2/18/25 and returned on 2/26/25. Permit issued on 5/6/25. (5/20/25)
C0639-25-01	374 Esther Street	Single Family Home	Application for New Service submitted on 2/14/25 and waiting for plan check fee submittal. 1st plan check submitted on 2/14/25 and returned on 2/17/25. 2nd plan check submitted on 2/26/25 and returned on 2/28/25. Permit issued on 3/13/25. (5/20/25)
C0640-25-01	258 E 15th Street	Two (2) Single Family Homes	Application for New Service on 2/13/25 and waiting for plan check fee submittal. 1st plan check submitted on 2/13/25 and returned on 2/17/25. 2nd plan check submitted on 3/5/25 and returned on 3/10/25. Permit issued on 3/25/25. (5/20/25)
C0641-25-01	1917 Tustin Ave	Single Family Home	Application for New Service on 2/18/25 and payment voucher submitted on 2/11/25. 1st plan check submitted on 2/18/25 and returned on 2/27/25. 2nd plan check submitted on 2/28/25 and returned on 3/4/25. 3rd plan check submitted on 3/13/25 and returned on 3/13/25. Permit issued on 4/7/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0642-25-01	2989 Ceylon Drive	Single Family Home	Application for New Service on 2/14/25 and payment voucher submitted on 2/16/25. 1st plan check submitted on 2/20/25 and returned on 2/27/25. 2nd plan check submitted on 3/2/25 and returned on 3/4/25. Permit issued on 3/25/25. (5/20/25)
C0643-25-01	280 Bristol Street	Commercial	Application for New Service on 2/16/25 and payment voucher submitted on 2/18/25. 1st plan check submitted on 3/13/25 and returned 3/13/25. 2nd plan check submitted on 4/25/25 and returned on 4/27/25. (5/20/25)
C0644-25-01	2280 and 2286 Elden Avenue	Two (2) Single Family Homes	Application for New Service on 2/22/25 and payment voucher submitted on 2/24/25. 1st plan check submitted on 2/22/25 and returned on 2/27/25. (5/20/25)
C0645-25-01	2212 Miner Street	Single Family Home	Application for New Service submitted on 2/25/25 and plan check fee submitted on 2/26/25. 1st plan check submitted on 2/26/25 and returned on 2/27/25. (5/20/25)
C0646-25-01	1175 Atlanta Way	Single Family Home	Application for New Service and plan check fee submitted on 2/27/25. 1st plan check submitted on 2/20/25 and returned on 3/4/2025. 2nd plan check submitted on 3/13/25 and returned on 3/17/25. 3rd plan check submitted on 3/24/25 and returned on 3/24/25. Permit issued on 4/10/25. (5/20/25)
C0647-25-01	290 Walnut Street	ADU	Application for New Service submitted on 2/26/25 and plan check fee submitted on 3/3/25. 1st plan check submitted on 2/26/25 and returned on 3/4/25. 2nd plan check submitted on 3/24/25 and returned on 4/13/25. (5/20/25)
C0648-25-01	227 Palmer Street	Single Family Home	Application for New Service submitted on 3/3/25 and plan check fee submitted on 3/5/25. 1st plan check submitted on 2/27/25 and returned on 3/5/25. (5/20/25)
C0649-25-01	2025 Garden Lane	Woodland Elementary School	Application for New Service submitted on 3/6/25 and waiting for plan check fee to be submitted. 1st plan check submitted on 3/6/25 and returned on 3/11/25. (5/20/25)
C0650-25-01	831 Pine Place	Single Family Home	Application for New Service and plan check fee submitted on 3/6/25. 1st plan check submitted on 3/6/25 and returned on 3/11/25. 2nd plan check submitted on 3/18/25 and returned on 3/23/25. Permit issued on 4/10/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0651-25-01	1690 Minorca Pl	Single Family Home	Application for New Service and plan check fee submitted on 3/12/25. 1st plan check submitted on 3/12/25 and returned on 3/14/25. 2nd plan check submitted on 3/18/25 and returned on 3/23/25. Permit issued on 4/10/25. (5/20/25)
C0652-25-01	1118 Paularino Avenue	ADU	Application for New Service submitted on 3/17/25 and plan check fee submitted on 3/19/25. 1st plan check submitted on 3/10/25 and returned on 3/24/25. 2nd plan check submitted on 3/24/25 and returned on 4/13/25. Permit issued on 5/6/25. (5/20/25)
C0653-25-01	1104 and 1106 Victoria St	Two (2) ADUs	Application for New Service submitted on 3/3/25 and plan check fee submitted on 3/5/25. 1st plan check submitted on 2/27/25 and returned on 3/5/25. 2nd plan check submitted on 3/26/25 and returned on 4/13/25. Permit issued on 4/21/25. (5/20/25)
C0654-25-01	2133 Orange Ave	ADU	Application for New Service and plan check fee submitted on 3/24/25. 1st plan check submitted on 3/19/25 and returned on 4/13/25. 2nd plan check submitted on 5/1/25 and returned on 5/11/25. (5/20/25)
C0655-25-01	306 Alva Lane	Single Family Home	Application for New Service and plan check fee submitted on 3/11/25. 1st plan check submitted on 3/24/25 and returned on 4/13/25. 2nd plan check submitted on 4/16/25 and returned on 4/27/25. (5/20/25)
C0656-25-01	2390 Colgate Drive	Single Family Home	Application for New Service submitted on 2/19/25 and plan check fee submitted on 3/27/25. 1st plan check submitted on 1/28/25 and returned on 4/13/25. 2nd plan check submitted on 4/15/25 and returned on 4/27/25. 3rd plan check submitted on 4/30/25 and returned on 5/5/25. (5/20/25)
C0657-25-01	958 Presidio Drive	Single Family Home	Application for New Service submitted on 2/19/25 and plan check fee submitted on 3/27/25. 1st plan check submitted on 2/8/25 and returned on 4/13/25. (5/20/25)
C0658-25-01	2034 President Place	Single Family Home	Application for New Service submitted on 3/19/25 and plan check fee submitted on 3/20/25. 1st plan check submitted on 3/27/25 and returned on 4/13/25. 2nd plan check submitted on 4/23/25 and returned on 4/27/25. 3rd plan check submitted on 4/28/25. (5/20/25)
C0659-25-01	456 E. 19th Street	Single Family Home	Application for New Service and plan check fee submitted on 3/31/25. 1st plan check submitted on 3/29/25 and returned on 4/13/25. 2nd plan check submitted on 4/27/25 and returned on 4/27/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0660-25-01	575 Traverse Drive	Single Family Home	Application for New Service and plan check fee submitted on 4/7/25. 1st plan check submitted on 4/7/25 and returned on 4/13/25. 2nd plan check submitted on 4/15/25 and returned on 4/27/25. (5/20/25)
C0661-25-01	2929 Harbor Boulevard	Commercial	Application for New Service submitted on 4/8/25 and plan check fee submitted on 4/11/25. 1st plan check submitted on 4/8/25 and returned on 4/25/25. (5/20/25)
C0662-25-01	383 W. Wilson Street	Five (5) ADUs	Application for New Service submitted on 4/6/25 and plan check fee submitted on 4/14/25. 1st plan check submitted on 4/6/25 and returned on 4/27/25. (5/20/25)
C0663-25-01	274 22nd Street	ADU	Application for New Service submitted on 4/13/25 and plan check fee submitted on 4/13/25. 1st plan check submitted on 3/8/25 and returned on 4/27/25. (5/20/25)
C0664-25-01	183 Rochester Street	ADU	Application for New Service submitted on 4/17/25 and plan check fee submitted on 4/18/25. 1st plan check submitted on 4/17/25 and returned on 4/12/25. 2nd plan check submitted on 4/30/25 and returned on 5/5/25. (5/20/25)
C0665-25-01	2952 Java Road	Single Family Home	Application for New Service and plan check fee submitted on 4/18/25. 1st plan check submitted on 4/18/25 and returned on 4/27/25. (5/20/25)
C0666-25-01	1918 Santa Ana Ave	Single Family Home	Application for New Service submitted on 4/22/25 and plan check fee submitted on 2/27/25. 1st plan check submitted on 4/23/25 and returned on 4/27/25. 2nd plan check submitted on 5/8/25 and returned on 5/11/25. (5/20/25)
C0667-25-01	1021 Baker Street	Saint John Baptist Catholic School	Application for New Service and plan check fee submitted on 4/22/25. 1st plan check submitted on 4/22/25 and returned on 5/11/25. (5/20/25)
C0668-25-01	164 E 19th Street	ADU	Application for New Service and plan check fee submitted on 4/24/25. 1st plan check submitted on 4/19/25 and returned on 4/27/25. 2nd plan check submitted on 5/7/25 and returned on 5/11/25. (5/20/25)
C0669-25-01	3040 Killybrooke Lane	Single Family Home	Application for New Service submitted on 4/24/25 and still waiting for plan check fee. 1st plan check submitted on 4/24/25 and returned on 4/27/25. (5/20/25)
C0670-25-01	447 Hamilton Street	Single Family Home	Application for New Service and plan check fee submitted on 4/30/25. 1st plan check submitted on 4/25/25 and returned on 5/11/25. (5/20/25)

DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
C0671-25-01	390 Costa Mesa Street	Single Family Home	Application for New Service and plan check fee submitted on 4/30/25. 1st plan check submitted on 4/30/25 and returned on 5/11/25. (5/20/25)
C0672-25-01	2036 Phalarope Court	Single Family Home	Application for New Service and plan check fee submitted on 5/2/25. 1st plan check submitted on 5/3/25 and returned on 5/11/25. (5/20/25)
C0673-25-01	2150 Newport Blvd	Commercial	Application for New Service and plan check fee submitted on 5/3/25. 1st plan check submitted on 4/19/25 and returned on 5/11/25. (5/20/25)
C0674-25-01	253 Hanover Drive	Single Family Home	Application for New Service submitted on 5/1/25 and plan check fee submitted on 5/5/25. 1st plan check submitted on 5/1/25 and returned on 5/11/25. (5/20/25)
C0675-25-01	222 Costa Mesa Street	Three (3) ADUs	Application for New Service submitted on 5/5/25 and plan check fee submitted on 5/6/25. 1st plan check submitted on 5/5/25 and returned on 5/11/25. (5/20/25)
C0676-25-01	2969 Bimini Place	ADU	Application for New Service submitted on 5/1/25 and plan check fee submitted on 5/6/25. 1st plan check submitted on 5/1/25 and returned on 5/11/25. (5/20/25)
C0677-25-01	716 Center Street	ADU	Application for New Service and plan check fee submitted on 5/8/25. 1st plan check submitted on 5/8/25. (5/20/25)
C0678-25-01	2180 Harbor Blvd	Commercial	Application for New Service submitted on 3/12/25 and plan check fee submitted on 3/15/25. 1st plan check submitted on 5/9/25. (5/20/25)

MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2025

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. 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 Documents. The revised Bid Documents were received in August 2023. Request for Bids were released to the prequalified contractors in August 2023. A job walk 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 November 2023. The contract time extension negotiation to accommodate equipment lead times was completed and Notice to Proceed was provided January 2024. A preconstruction meeting and a site walk with the contractor team were held February 2024. The construction team mobilized at Reservoir 2 in June 2024 and Reservoir 1 in October 2024. The contractor installed and started new mixers in Reservoir 2 in August 2024. At Reservoir 2, the contractor poured and coated the concrete foundation for the Reservoir chemical facility and is constructing yard piping and electrical. At Reservoir 1, the contractor has demolished yard structures, excavated for the new

MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2025

Heavy Equipment Port, Slurry Dewatering Pit, Chemical Facility, and Generator Pads. The Slurry Dewatering Pit is went into operation in April 2025. After a rain delay, concrete foundations for the Heavy Equipment Port and Chemical Facility were poured in March 2025. The structural steel for the Heavy Equipment Port was received in April 2025, and the building is currently under construction. The AQMD Permits to Construct and Operate the diesel back up generators were received in March 2025. The generator concrete pads were poured in May 2025. Once the generator pad concrete reaches its full 28-day strength, the generators will be set on the pads and anchored.

Capital Improvement Program Update

File No.: M24-104

Description: Develop a prioritized 10- year Capital Improvement Program (CIP) for water system improvements, including an updated supply and demand analysis, calibration of the hydraulic model, District-wide asset condition assessment, and development of a roadmap for Asset Management Program implementation.

Status: A contract was awarded to Carollo Engineers in May 2024. Technical Memo (TM) 1 Demands and TM 2 Supply were received in October 2024 and were reviewed by Staff ahead of the Workshop on October 21, 2024. Revised TM 1 and TM 2 were received in January 2025. Staff provided pressure logger data and production data for the Hydraulic Model calibration in August 2024. Carollo's team performed asset condition assessment field work in August and September 2024. The Hydraulic Model TM was received in December 2024, and the workshop to review the TM was held on December 17, 2024. Staff provided addition data to the Carollo team to improve the hydraulic model calibration. A workshop to define the Asset Management Software Requirements was held in October 2024. Asset Management Software demonstrations were held in November and December 2024. TM 5 Regulatory Requirements was received in October 2024 was reviewed by staff. A workshop to define the asset Consequence of Failure was held in January 2025. TM 3 Transmission Systems Evaluation was received in January 2025 and was reviewed by staff. TM 9 Condition Assessment was received in January 2025 and reviewed by staff. Draft TM 10 Capital Improvement Program (CIP) was received in March 2025 was reviewed by staff. The draft TM 7 Asset Management Roadmap was received in April 2025 and was reviewed by staff. A workshop to review TM7 Asset Management Roadmap was held in April 2025.

MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2025

Local groundwater Supply Improvement Project (Local SIP)

File No.: M24-105

Description: The Local SIP will develop 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. The project is being conducted in partnership and cost sharing with OCWD, City of Huntington Beach, and City of Newport Beach.

Status: A contract was awarded to Black & Veatch Corporation in May 2024. The project team has completed the evaluation of aquifer zones and selected the Talbert Gap on which to focus the alternative analysis for the feasibility study. The project team has also completed modeling the potential wellfield locations, developing treatment plant footprints, and the Class V level life-cycle cost for the project. The next step for the project include developing the preferred alternative and writing the Feasibility Report.

Interagency Water Transfers

File No.: M25-101

Description: Conduct a feasibility study to determine if Mesa Water can reliably serve groundwater to the City of Huntington Beach.

Status: A Cooperative Agreement was executed with the City of Huntington Beach in October 2024. Staff has finalized the scope of work and has released the Request for Proposal.

Plan Check Management System

File No.: M25-102

Description: Develop a Request for Proposal for a new Plan Check system.

Status: Staff is contacting various consulting companies and vendors to discuss and analyze available electronic Plan Check systems to develop a scope of work for the preliminary project phase.

MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

May 2025

Pipeline Integrity Program

File No.: M25-103

Description: Implement Resolution No. 1525 Replacement of Assets.

Status: Since its inception in 2015, the Pipeline Integrity Program has been implemented by staff to use pipeline condition, rather than pipeline age, to prioritize pipeline replacements. The current and previous fiscal year's progress is described in this report. In Fiscal Year 2024 (FY24), 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 to the Board in September 2023. Based on the recommendations, Staff negotiated a proposal for ePulse condition assessment of 2.2 miles of AC pipe. The field work was completed in May 2024 and the report was received in July 2024. The results of the condition assessment were reviewed by the Pipeline Integrity Program Consultant. The consultant's report was received in October 2024 was reviewed by staff. No AC pipelines were recommended in the report. Additionally, MWDOC staff performed 100 miles of Leak Detection in May and June 2024. The final leak detection report was received in June 2024 and no mainline leaks were reported. Staff is evaluating the feasibility of a condition assessment technology for small diameter metal pipelines, and has requested a proposal from a vendor. The contract for small diameter pipeline condition assessment was approved at the March 12, 2025 Board meeting. The condition assessment is scheduled for June 16-17, 2025. Staff sent ten AC pipe samples collected in conjunction with routine work for wall thickness measurement in February 2025. The wall thickness measurements were received in April 2025 and were reviewed by Staff and the Pipeline Integrity Program Consultant. No immediate pipeline replacements were suggested by the data. The Consultants report is expected in May 2025. MWDOC completed 100 miles of Leak Detection in May 2025. No mainline leaks were found. Staff is also working on a contract to add permanent pressure transient monitoring at the pump stations and other strategic locations in the distribution systems.

MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT
May 2025

Mesa Water Education Center Flagpole

File No.: M25-104

Description: Evaluate the most appropriate location and height of the flagpole at the MWRF. Then execute the construction of the selected flagpole.

Status: Staff received a draft report regarding the installation of a flagpole at the Mesa Water Education Center in December 2024. Staff reviewed the draft report and presented recommendations at the April 23rd Board Meeting.

Mesa Water Reliability Facility Electric Vehicle Charging Station

File No.: M25-105

Description: Conduct a feasibility study and preliminary cost estimate of constructing electric vehicle (EV) charging stations at the Mesa Water® Reliability Facility (MWRF).

Status: Staff is currently working with consulting companies and vendors to develop a feasibility report.

Water Quality Call Report

April 2025

Date: 4/8/2025
Source: Phone
Address: 843 W 15th Street, #44
Description: The customer was concerned about an orange stain in the shower and believed that it was caused by water.

Outcome: Staff explained to the customer that he's likely experiencing bacterial growth not caused by the water. The customer declined a site visit due to the absence of the orange stain at the time of the call and indicated that he may call back if the stain returns.

Date: 4/10/2025
Source: E-mail
Address: 786 Wonder Lane
Description: The customer inquired about the water hardness levels.

Outcome: Staff addressed the customer's request by providing both the range and average hardness levels. Staff explained that the minerals naturally present in groundwater cause water hardness, which is aesthetic, not harmful.

Date: 4/10/2025
Source: E-mail
Address: 2775 Mesa Verde Drive
Description: The customer expressed concerns pertaining to the water having taste and odor issues at their residence.

Outcome: The customer did not provide a phone number. Staff sent a follow-up e-mail; however, the customer has not responded. There are no other complaints from the neighbors, suggesting this may be an isolated internal issue.

Date: 4/16/2025
Source: Phone/Visit
Address: 1311 Corte Maltera
Description: The customer reported having discolored water in all of the first-floor fixtures at their residence. The customer believes that Mesa Water staff working in the area possibly caused debris, sand and rocks to enter his plumbing system, resulting in lower water pressure in the home.

Outcome: During a site visit staff determined that the water was clear and both the pH and chlorine residual were within normal range at the time of the visit.

Date: 4/27/2025
Source: E-mail
Address: 2415 Winward Lane
Description: The customer requested per- and polyfluoroalkyl substances (PFAS) data and the most recent Consumer Confidence Report (CCR).
Outcome: Staff explained to the customer that the 2025 CCR (with 2024 data) will be out by July 1, 2025. Staff also informed the customer that the District's wells have all been tested for PFAS and are non-detect. Assured customer that the water meets/exceeds all state and federal drinking water standards.

Date: 4/28/2025
Source: Phone
Address: 134 Lexington Lane
Description: The customer asked why Mesa Water does not fluoridate the water.
Outcome: Staff explained to the customer that Mesa Water does not add fluoride to its sources but there is naturally occurring fluoride in groundwater. The customer was satisfied with the response provided by staff.

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
CAPITAL					
BRAIN BUILDERS STEM EDUCATION INC	000013901	04/10/25	MW009	M21-250A3 DEC24	\$400.00
		04/10/25	MW008	M21-250A3 NOV24	\$4,645.07
		04/10/25	MW010	M21-250A3 JAN25	\$6,716.34
		04/10/25	MW011	M21-250A3 FEB25	\$2,550.00
	1				\$14,311.41
CAROLLO ENGINEERS	000013843	04/04/25	FB64138	IT CONTRACT FEB 2025	\$2,130.00
	000013895	04/10/25	FB64194	M24-104 THRU 2/28/25	\$54,535.50
		04/10/25	FB60503	M24-104 THRU 11/30/24	\$33,584.13
	000013990	04/24/25	FB64456	BLUE IT PLAN MARCH	\$1,420.00
	3				\$91,669.63
CITY OF NEWPORT BEACH	000013844	04/04/25	16754	Req: 7613	\$13,480.21
	1				\$13,480.21
ECS IMAGING, INC	000013998	04/24/25	19617	M25-200 4/1/25	\$4,500.00
	1				\$4,500.00
FENCE MENDERS	000013935	04/18/25	17202	FENCE REPAIRS	\$995.00
	1				\$995.00
LEE & RO INC	000013904	04/10/25	1272/06	M21-210B2 FEB25	\$8,641.00
	1				\$8,641.00
PSI WATER TECHNOLOGIES	000013909	04/10/25	INV0008520	M21-210B2 OCT24	\$5,000.00
		04/10/25	INV0008523	M21-210B2 JAN25	\$5,000.00
		04/10/25	INV0008522	M21-210B2 DEC24	\$5,000.00
		04/10/25	INV0008524	M21-210B2 FEB25	\$5,000.00
	1				\$20,000.00
SG CREATIVE, LLC	000013954	04/18/25	017	GRAPHIC DESIGN SERVICES	\$360.00
	1				\$360.00
Total CAPITAL	10				\$153,957.25
CHECK SIGNATURE EXEMPT					
SOUTHERN CALIFORNIA EDISON CO	000013978	04/21/25	700461094089X 040325	BILLING 2/26 - 3/26/25	\$140,922.22
	1				\$140,922.22

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
SOUTHERN CALIFORNIA GAS CO	000013879	04/04/25	08940813002M AR25	BILLING 2.21.25 - 3.24.25	\$1,110.17
		04/04/25	05060829172M AR25	BILLING 2.25.25 - 3.26.25	\$50.00
		04/04/25	08520813000M AR25	BILLING 2.21.25 - 3.24.25	\$142.73
	1				\$1,302.90
Total CHECK SIGNATURE EXEMPT	2				\$142,225.12
DEPARTMENT EXPENSE					
ACWA	000013897	04/10/25	INV014079	Req: 7650	\$5,000.00
	1				\$5,000.00
CA DEPT OF JUSTICE	000013842	04/04/25	801637	FINGERPRINT SERVICES	\$32.00
	1				\$32.00
CALPERS BENEFIT PAYMENTS	0202123	04/04/25	31225	CHECK DATE 3.12.25	\$45,697.08
	0202124	04/07/25	1000000178634 54	APRIL 2025	\$8,196.38
	0202125	04/07/25	1000000178634 51	HEALTH BILLING APRIL 2025	\$54,386.51
	0202130	04/14/25	32625	CHECK DATE 3.26.25	\$46,661.18
	0202138	04/28/25	1000000178748 42	PEPRA UNFUNDED	\$664.50
	0202139	04/28/25	1000000178748 35	CLASSIC UNFUNDED	\$104,505.92
	6				\$260,111.57
COLONIAL LIFE & ACCIDENT INS	000013845	04/04/25	8892333040554 0	MARCH 27 BI-WEEKLY	\$137.72
	000013927	04/18/25	8892333041920 9	APRIL 19	\$137.72
	2				\$275.44
DATCO	000013929	04/18/25	13-23822	DOT PROGRAM	\$60.00
		04/18/25	25-586907	DOT PROGRAM	\$60.00
		04/18/25	2025173814	DOT PROGRAM	\$7.50
		04/18/25	2447644	DOT PROGRAM	\$45.00
		04/18/25	189794	DOT PROGRAM	\$364.65
		04/18/25	191559	DOT PROGRAM	\$402.05
		04/18/25	25-586164	DOT PROGRAM	\$40.00
	1				\$979.20
FIRST BANKCARD	0202137	04/28/25	042825	CREDIT CARD	\$26,868.84

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
	1				\$26,868.84
G&W TOWING	000013938	04/18/25	462539	TOWING SERVICES	\$600.00
	1				\$600.00
ORANGE COUNTY EMPLOYEES ASSN	000013869	04/04/25	032625	CHECK DATE 3.26.25	\$300.30
		04/04/25	031225	CHECK DATE 3.12.25	\$300.30
	1				\$600.60
PUMP CHECK, INC	000014015	04/24/25	979	WATER METER TEST	\$3,555.00
	1				\$3,555.00
TASC	000013883	04/04/25	IN3410249	MARCH 25 BILLING	\$153.12
	1				\$153.12
ULTIMATE STAFFING SERVICES	000013912	04/10/25	16267449	TEMP LABOR	\$1,172.50
	000014021	04/24/25	16274021	TEMP HELP	\$157.50
	2				\$1,330.00
Total DEPARTMENT EXPENSE	18				\$299,505.77
GENERAL AND ADMINISTRATIVE					
ABRAHAMS WELDING	000013834	04/04/25	226	DEPOSIT TRUCK RACK	\$4,920.00
	1				\$4,920.00
ACCO ENGINEERED SYSTEMS, INC.	000013836	04/04/25	20666744	MAINTENANCE	\$758.00
		04/04/25	20670704	REPAIRS AS NEEDED	\$4,498.69
		04/04/25	20666950	MAINTENENCE	\$1,042.00
	000013918	04/18/25	20672650	REPAIRS	\$2,519.22
		04/18/25	20667413	MAINTENANCE	\$18,165.00
	2				\$26,982.91
ADAM YOUNG	000013971	04/18/25	CHEQ00099008 521	00616308 Cheque Deposits 00616	\$119.48
	1				\$119.48
AMERICAN TRANS-DATA CORP	000013921	04/18/25	95778	CONVERT VIN	\$200.00
	1				\$200.00
ANN CHATILLON	000013922	04/18/25	M-56	PHOTOGRAPHY SERVICES	\$525.00
	1				\$525.00
AQUATIC INFORMATICS INC.	000014019	04/24/25	00021354	Req: 7732	\$1,188.00
	1				\$1,188.00
ARCADIS, A CALIFORNIA PARTNERSHIP	000013981	04/24/25	10019617	M21-250A FEB23 TO AUG23	\$51,096.80

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
AT&T	1				\$51,096.80
	000013838	04/04/25	287285684390X031625	BILLING 2.9.25 - 3.8.25	\$548.49
		04/04/25	000023156836	BILLING 2.11.25 - 3.10.25	\$309.59
		04/04/25	000023230819	BILLING 2.25.25 - 3.24.25	\$334.16
	000013983	04/24/25	000023265301	3.1.25-3.31.25	\$3,491.37
		04/24/25	000023266159	1444 3.1.25-3.31.25	\$422.13
		04/24/25	000023304345	0870 3.11.25-4.10.25	\$309.43
AT&T MOBILITY	2				\$5,415.17
	000013839	04/04/25	287306005081X031525	BILLING 3.8.25 - 4.7.25	\$456.74
BLUE VIOLET NETWORKS	1				\$456.74
	000013840	04/04/25	77852	M20-600 NOV 2025	\$461.90
	000013980	04/24/25	77848	M20-600	\$543.06
		04/24/25	S77744	M20-600	\$14,499.51
		04/24/25	S77867	M20-600	\$2,400.00
		04/24/25	S76590	M20-600	\$36,756.70
		04/24/25	S77716	M20-600	\$3,231.42
		04/24/25	S77909	M20-600	\$810.69
		04/24/25	S77720	M20-600	\$2,400.00
		04/24/25	S77890	M20-600	\$19,629.00
		04/24/25	S77912	M20-600	\$5,967.86
BLUECOSMO SATELLITE COMMUNICATIONS	2				\$86,700.14
	000013984	04/24/25	BU01779359	4.21 TO 5.20	\$123.60
BLUE-WHITE INDUSTRIES	1				\$123.60
	000013985	04/24/25	761705	OPERATIONS SUPPLIES	\$3,462.49
BOLLAND AND ASSOCIATES	1				\$3,462.49
	000013900	04/10/25	250302	CONSULTING SERVICES	\$1,000.00
BRUCE GRAY	1				\$1,000.00
	000014030	04/24/25	CHEQ00099008526	03309103 Cheque Deposits 03309	\$189.40
BSI AMERICA PROFESSIONAL SERVICES INC.	1				\$189.40
	000013841	04/04/25	104722	ONSITE SUPPORT	\$9,000.00

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
BSI AMERICA PROFESSIONAL SERVICES INC.	000013925	04/18/25	105221	SAFTEY COORDINATOR	\$7,657.00
	2				\$16,657.00
CALIFORNIA ADVOCATES INC.	000013926	04/18/25	25307	STATE ADVOCACY SERVICES	\$7,815.00
	1				\$7,815.00
CANON FINANCIAL SERVICES, INC.	000013988	04/24/25	40071638	COPIER LEASE	\$1,010.10
	1				\$1,010.10
CANON SOLUTIONS AMERICA, INC	000013989	04/24/25	861791	COPIER MAINTENANCE	\$3,468.85
	1				\$3,468.85
CCS ORANGE COUNTY JANITORIAL INC.	000013846	04/04/25	684053	APRIL SERVICES	\$4,095.00
	1				\$4,095.00
CHARLES L. SWEAZY	000014006	04/24/25	36394	BACKFLOW TESTING	\$1,542.00
	1				\$1,542.00
CHARTER COMMUNICATIONS HOLDINGS, LLC	000013991	04/24/25	187895801040125	187895801 4.3-5.2	\$369.46
	1				\$369.46
CMNH LIONS CLUB	000013992	04/24/25	1599	Req: 7726	\$1,000.00
	1				\$1,000.00
COGSDALE SOFTWARE CORPORATION	000013833	04/04/25	COGMN0000478	ANNUAL SUBSCRIPTION	\$84,413.86
	1				\$84,413.86
COOPERATIVE PERSONNEL SERVICES	000013994	04/24/25	TR-INV004642	RECRUITMENT TESTING	\$621.50
	1				\$621.50
COSTA MESA COLLISION AND AUTO PAINTING	000013928	04/18/25	4179	REPAIRS DEPOSIT	\$7,110.00
	000013995	04/24/25	4179D	AUTO REPAIRS	\$7,109.62
	2				\$14,219.62
CRYSTAL HUANG	000013914	04/10/25	CHEQ00099008507	30002268 Over Payment	\$55.55
	1				\$55.55
CS AMSCO	000013996	04/24/25	030877	OPERATIONS SUPPLIES	\$7,603.13
	1				\$7,603.13
ELEMENT FIRE AND SAFETY	000013848	04/04/25	29481	FIRE EXTINGUISHER COVER	\$181.02
	1				\$181.02

Payment Listing by Class

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Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
EMPLOYEE RELATIONS INC	000013932	04/18/25	98884	DMV AND CREDIT CHECK	\$21.94
	1				\$21.94
EMPOWER	000013849	04/04/25	428295	DEC - MAR EXPENSE CHG	\$1,080.59
		04/04/25	428433	DEC - MAR EXPENSE CHG	\$7,943.58
	0202126	04/14/25	040925 LOAN	CHECK DATE 4.9.25 LOAN	\$225.59
	0202127	04/14/25	040925 401A	CHECK DATE 4.9.25 401A	\$325.98
	0202128	04/14/25	040925 MATCH	CHECK DATE 4.9.25 MATCH	\$12,701.29
	0202129	04/14/25	040925 457	CHECK DATE 4.9.25 457	\$25,178.08
	0202133	04/28/25	042325 LOAN	CHECK DATE 4.23.25 LOAN	\$225.59
	0202134	04/28/25	042325 401A	CHECK DATE 4.23.25 401A	\$325.98
	0202135	04/28/25	042325 MATCH	CHECK DATE 4.23.25 MATCH	\$13,693.53
	0202136	04/28/25	042325 457	CHECK DATE 4.23.25 457	\$26,449.26
	9				\$88,149.47
ENTERPRISE FM TRUST	000013999	04/24/25	249517-040325	APRIL CHARGES	\$459.67
	1				\$459.67
ENTHALPY ANALYTICAL, LLC	000013902	04/10/25	CINV-380291	WATER TESTING	\$1,216.00
		04/10/25	CINV-380295	WATER TESTING	\$18.00
		04/10/25	CINV-380298	WATER TESTING	\$18.00
		04/10/25	CINV-380346	WATER TESTING	\$10.00
		04/10/25	CINV-380348	WATER TESTING	\$54.00
		04/10/25	CINV-380349	WATER TESTING	\$135.00
		04/10/25	CINV-380350	WATER TESTING	\$450.00
		04/10/25	CINV-380352	WATER TESTING	\$18.00
		04/10/25	CINV-380355	WATER TESTING	\$124.00
		04/10/25	CINV-380356	WATER TESTING	\$18.00
		04/10/25	CINV-380432	WATER TESTING	\$18.00
		04/10/25	CINV-380435	WATER TETSING	\$54.00
		04/10/25	CINV-380436	WATER TESTING	\$18.00
		04/10/25	CINV-380438	WATER TESTING	\$450.00

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
ENTHALPY ANALYTICAL, LLC	000013902	04/10/25	CINV-380316	WATER TESTING	\$450.00
		04/10/25	CINV-380422	WATER TESTING	\$54.00
		04/10/25	CINV-380423	WATER TESTING	\$18.00
		04/10/25	CINV-380424	WATER TESTING	\$36.00
		04/10/25	CINV-380428	WATER TESTING	\$450.00
		04/10/25	CINV-380430	WATER TESTING	\$36.00
		04/10/25	CINV-380300	WATER TESTING	\$54.00
		04/10/25	CINV-380305	WATER TESTING	\$36.00
		04/10/25	CINV-380321	WATER TESTING	\$18.00
		04/10/25	CINV-380341	WATER TESTING	\$18.00
		04/10/25	CINV-380357	WATER TESTING	\$45.00
		04/10/25	CINV-380361	WATER TESTING	\$48.00
		04/10/25	CINV-380431	WATER TESTING	\$45.00
		04/10/25	CINV-380433	WATER TESTING	\$10.00
		04/10/25	CINV-380439	WATER TESTING	\$18.00
		04/10/25	CINV-380302	WATER TESTING	\$10.00
		04/10/25	CINV-380312	WATER TESTING	\$18.00
		04/10/25	CINV-380318	WATER TESTING	\$48.00
		04/10/25	CINV-380340	WATER TESTING	\$521.00
		04/10/25	CINV-380344	WATER TESTING	\$36.00
		04/10/25	CINV-380351	WATER TESTING	\$750.00
		04/10/25	CINV-380358	WATER TESTING	\$521.00
		04/10/25	CINV-380421	WATER TESTING	\$90.00
		04/10/25	CINV-380426	WATER TESTING	\$10.00
		04/10/25	CINV-380434	WATER TESTING	\$36.00
		04/10/25	CINV-380440	WATER TESTING	\$10.00
	1				\$5,987.00
FIELDMAN, ROLAPP & ASSOCIATES	000013853	04/04/25	30290	SUPPORT SERVICES	\$350.00
	1				\$350.00
FRONTIER COMMUNICATIONS	000014001	04/24/25	081794-5APR25	4.13.25-5.12.25	\$102.12
	1				\$102.12
FULL CIRCLE RECYCLING	000013937	04/18/25	30661	RECYCLING SERVICES	\$133.50
	1				\$133.50
GABRIELLE GUTIERREZ	000013970	04/18/25	CHEQ00099008 519	06004700 Cheque Deposits 06004	\$201.07

Payment Listing by Class

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Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
GEIGER	1				\$201.07
	000013854	04/04/25	5844277	WOOD FRAME	\$509.57
		04/04/25	5840526	JAR OPENER	\$2,661.28
	000013939	04/18/25	5859507	PROMO ITEMS	\$4,463.55
		04/18/25	5857291	NOTEPADS	\$1,214.78
	000014002	04/24/25	5865427	PROMO ITEMS	\$980.53
		04/24/25	5860639	PROMO ITEMS	\$2,702.05
GUSTAVO MARQUEZ	3				\$12,531.76
	000014032	04/24/25	CHEQ00099008 529	04014500 Cheque Deposits 04014	\$43.21
HAZEN AND SAWYER	1				\$43.21
	000013942	04/18/25	0000013	M21-210B2 MARCH25	\$2,205.00
HERBERT A VAN PATTEN	1				\$2,205.00
	000013975	04/18/25	CHEQ00099008 518	30001082 Cheque Deposits 30001	\$42.02
INSIGHT SOFTWARE/GLOBAL SOFTWARE	1				\$42.02
	000013944	04/18/25	10-352854	SPREADSHEET SERVER	\$10,284.00
INTEGRITY MEDIA CORP	1				\$10,284.00
	000013945	04/18/25	1003IM 10875	VIDEO SERVICES	\$4,800.00
INTERTWINED, INC.	1				\$4,800.00
	000013857	04/04/25	2547	EVENT PLANNING	\$6,521.56
JAMES HARVEY	1				\$6,521.56
	000013974	04/18/25	CHEQ00099008 516	08708111 Over Payment	\$51.92
JIN OH PARK	1				\$51.92
	000013894	04/04/25	CHEQ00099008 508	01015000 Cheque Deposits 01015	\$88.62
JOHN ROBINSON CONSULTING, INC.	1				\$88.62
	000013946	04/18/25	MW202501-02	AWIA PROJECT	\$3,300.00
JOHNSON SERVICE GROUP, INC.	1				\$3,300.00
	000014005	04/24/25	JT000617970	TEMP HELP	\$1,092.45
		04/24/25	JT000616532	TEMP HELP	\$1,080.96
		04/24/25	JT000613032	TEMP HELP	\$1,097.85
		04/24/25	JT000609775	TEMP HELP	\$1,091.99
		04/24/25	JT000611804	TEMP HELP	\$1,080.96

Payment Listing by Class

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Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
JOHNSON SERVICE GROUP, INC.	000014005	04/24/25	JT000614721	TEMP HELP	\$1,086.36
	1				\$6,530.57
JOSE L PENA	000014031	04/24/25	CHEQ00099008 527	06716409 Cheque Deposits 06716	\$111.63
	1				\$111.63
JUSTIN LANE SAEGUSA	000013903	04/10/25	0505	GRAPHIC DESIGN SERVICES	\$1,150.00
	1				\$1,150.00
KIA FINANCE	000013858	04/04/25	2315318179APR 25	MONTHLY LEASE	\$964.22
	1				\$964.22
KIM-MARIE C GALLOWAY	000014033	04/24/25	CHEQ00099008 528	08201600 Over Payment	\$343.81
	1				\$343.81
LAURYN BARRO	000013969	04/18/25	CHEQ00099008 512	06350210 Cheque Deposits 06350	\$100.47
	1				\$100.47
LEWIS CONSULTING GROUP	000013860	04/04/25	2025-105	RELATION SERVICES MAR25	\$3,000.00
	1				\$3,000.00
LIFECOM, INC.	000013861	04/04/25	2105919-IN	CALIBRATION SERVICES	\$378.57
		04/04/25	2105920-IN	CALIBRATION SERVICES	\$509.21
		04/04/25	2105893-IN	CALIBRATION	\$80.00
	000014008	04/24/25	2105982-IN	REPAIRS	\$80.00
		04/24/25	2106102-IN	PARTS	\$592.63
		04/24/25	2105980-IN	REPAIRS	\$80.00
	2				\$1,720.41
LINDSAY POLIC CONSULTING, INC.	000013862	04/04/25	5504	HAZWOPER TRAINING	\$2,750.00
	1				\$2,750.00
LONGWOOD GREEN OWNERS ASSOCIATION	000013915	04/10/25	139-526-24	Req: 7555	\$838.63
		04/10/25	03112025	CHARGEBACK FEE	\$10.00
	1				\$848.63
MEDIA ANALYTICS LTD	000014009	04/24/25	INV501749	Req: 7754	\$685.00
	1				\$685.00
MICHELLE GOLDMAN	000013968	04/18/25	CHEQ00099008 511	30001047 Cheque Deposits 30001	\$88.31

Payment Listing by Class

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Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
MOUSE GRAPHICS	1				\$88.31
	000013864	04/04/25	474743	PRINTING	\$729.47
	000013905	04/10/25	474886	DIGITAL PRESS	\$78.66
NAPA AUTO PARTS	2				\$808.13
	000013866	04/04/25	043802	AUTO PARTS	\$49.71
NATURE CARE	1				\$49.71
	000013867	04/04/25	32742	LANDSCAPE MAINTENANCE	\$5,198.00
NICK ROSEN	1				\$5,198.00
	000013973	04/18/25	CHEQ00099008 520	02408900 Over Payment	\$570.06
NICOLE POLIQUIN MD APC	1				\$570.06
	000013976	04/18/25	CHEQ00099008 514	04507761 Cheque Deposits 04507	\$79.98
NOW CFO NEWPORT BEACH III LLC	1				\$79.98
	000013868	04/04/25	132108	INTERM CFO	\$16,800.00
	000014011	04/24/25	132303	TEMP LABOR	\$15,120.00
O'NEIL STORAGE #0481	2				\$31,920.00
	000013950	04/18/25	2503039	STORAGE	\$128.48
OPTISIGNS INC.	1				\$128.48
	000013870	04/04/25	2CFB802A-0003	DIGITAL SIGN	\$162.00
PACIFIC TRUCK EQUIPMENT INC	1				\$162.00
	000013871	04/04/25	78024	LOCK REPLACEMENT	\$193.04
PAM WALDEN	1				\$193.04
	000013972	04/18/25	CHEQ00099008 513	30000695 Cheque Deposits 30000	\$111.64
PETE'S ROAD SERVICE	1				\$111.64
	000013872	04/04/25	25-0822784-00	AUTO SERVICE	\$612.68
	000014013	04/24/25	25-0831922-00	VEHICLE MAINTENANCE	\$951.86
		04/24/25	25-0831931-00	VEHICLE MAINTENANCE	\$189.00
PLANTE & MORAN, PLLC	2				\$1,753.54
	000013873	04/04/25	10400725	PROFESSIONAL SERVICES	\$659.25
		04/04/25	10403080	AP CONSULTING	\$11,505.00
	1				\$12,164.25
Potala LLC	000013874	04/04/25	INV-4179	PHOTOGRAPHY	\$1,400.00

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Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
RAFTELIS FINANCIAL CONSULTANTS	1				\$1,400.00
	000013876	04/04/25	38280	WATER EFFICIENCY STUDY	\$155.00
RAYNE WATER SYSTEMS	1				\$155.00
	000013877	04/04/25	8197	JAN 2025 SOFTNER	\$49.35
		04/04/25	30486JAN25	JAN 2025 SERVICE	\$197.40
		04/04/25	8360	SOFT WATER SERVICE	\$49.35
		04/04/25	8441	SOFT WATER SERVICE	\$49.35
REISS RETAIL LIMITED, LTD	1				\$345.45
	000013977	04/18/25	CHEQ00099008515	06813502 Cheque Deposits 06813	\$97.14
SAVE OUR YOUTH	1				\$97.14
	000014017	04/24/25	2080	Req: 7719	\$1,000.00
SECTRAN SECURITY INC	1				\$1,000.00
	000013880	04/04/25	25031289	ARMORED CAR SERVICES	\$118.23
	000013952	04/18/25	25041294	SECURITY SERVICES	\$118.23
SEEN OUTFITTING LLC	2				\$236.46
	000013881	04/04/25	0500	SEAT REPAIR	\$484.88
	000013953	04/18/25	00504	VEHICLH REPAIRS	\$3,474.94
SIGNATURE PARTY RENTALS	2				\$3,959.82
	000013910	04/10/25	408837	EVENT ITEMS	\$6,103.13
SO CAL ELITE TRAFFIC	1				\$6,103.13
	000013951	04/18/25	182982	TRAFFIC CONTROL	\$1,330.00
T2 TECHNOLOGY GROUP, LLC	1				\$1,330.00
	000013896	04/10/25	0040808	PALO ALTO URL FILTERING	\$840.00
		04/10/25	0040812	OFFICE 365 SUBSCRIPTION MARCH	\$5,354.60
		04/10/25	0040813	AWS SUBSCRIPTION MARCH	\$12,000.00
		04/10/25	0040817	NETWORK SERVICES MARCH	\$594.70
		04/10/25	0040842	LABOR SUPPORT	\$10,067.50
		04/10/25	0040843	LABOR SUPPORT	\$6,407.50

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
T2 TECHNOLOGY GROUP, LLC	000013896	04/10/25	0040829	LABOR SUPPORT	\$2,257.50
		04/10/25	0040830	VERIZON REVEAL	\$1,840.00
		04/10/25	0040833	LABOR SUPPORT	\$1,125.00
		04/10/25	0040836	SHAREGATE 1 YR LICENSE	\$6,900.00
		04/10/25	0040814	SERVER SECURITY UPDATES	\$78.38
		04/10/25	0040826	LABOR SUPPORT	\$219.00
		04/10/25	0040834	ADOBE ACROBAT PRO	\$226.80
		04/10/25	0040837	FIREWALL	\$12,390.00
		04/10/25	0040841	LABOR SUPPORT	\$110,347.00
		04/10/25	0040831	CIS SUPPORT SERVICES	\$738.50
		04/10/25	0040835	CARBON BLACK RENEWAL	\$8,550.00
		04/10/25	0040838	TENABLE UPGRADE	\$1,780.00
	1				\$181,716.48
THE ANDREW F LEE LIVING TRUST	000013893	04/04/25	CHEQ00099008 510	07911002 overpayment	\$146.58
		04/04/25	CHEQ00099008 509	07910500 overpayment	\$123.19
	1				\$269.77
THE NORTHRIDGE GROUP, INC.	000013907	04/10/25	0100-6228	ASSESMENT & REPORT	\$21,000.00
	1				\$21,000.00
TIME WARNER CABLE	000013884	04/04/25	1888856010314 25	BILLING 3.19.25 - 4.18.25	\$2,248.00
	000014018	04/24/25	1201986010401 25	120198601 MARCH CHARGES	\$2,451.82
	2				\$4,699.82
UNIVERSAL WASTE SYSTEMS, INC	000013887	04/04/25	0003459680	WEEKLY DISPOSAL	\$151.10
		04/04/25	0003770441	DISPOSAL PICK UP	\$168.38
	1				\$319.48
UNUM	000013958	04/18/25	0420560-0016MAY25	MAY INSURANCE	\$5,648.30
	1				\$5,648.30
VAN SCOYOC ASSOCIATES	000013960	04/18/25	81806	CONSULTING SERVICES	\$11,000.00
	1				\$11,000.00

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
VERIZON COMMUNICATIONS INC.	000013961	04/18/25	131000000213	VEHICLE TRACKING AND DASHCAM	\$1,501.15
	1				\$1,501.15
VERIZON WIRELESS	000013888	04/04/25	6109121942	MONTHLY BILLING FEB 22- MAR 21	\$1,424.28
	1				\$1,424.28
VONAGE HOLDINGS CORPORATION	000013962	04/18/25	2344907	4.1.25 - 4.30.25	\$13,285.90
	1				\$13,285.90
VORTEX INDUSTRIES, INC	000013889	04/04/25	09 - 2038198	DOOR MAINTENENCE	\$1,187.86
	1				\$1,187.86
WASTE MANAGEMENT OF OC	000013964	04/18/25	0480499-2884-8	TRASH COLLECTION	\$1,890.03
	000014024	04/24/25	7968029-0149-9	TRASH COLLECTION	\$752.99
	2				\$2,643.02
WEST YOST ASSOCIATES	000013913	04/10/25	2062280	GRANT SUPPORT SERVICES	\$8,792.00
	1				\$8,792.00
WESTERN EXTERMINATOR COMPANY	000013891	04/04/25	74745375	PEST CONTROL	\$141.96
	000013966	04/18/25	74745374	PEST CONTROL	\$141.57
	000014026	04/24/25	75980339	PEST CONTROL	\$141.57
		04/24/25	75980340	PEST CONTROL	\$141.96
		04/24/25	73562237	PEST CONTROL	\$141.96
	3				\$709.02
WILSON COFFEE ROASTING INC	000014028	04/24/25	40845	COFFEE	\$125.00
	1				\$125.00
YORKE ENGINEERING, LLC	000013892	04/04/25	43272	QUALITY MANAGEMENT SUPPORT	\$1,295.00
	000014029	04/24/25	43630	AIR QUALITY MANAGEMENT FEB-MAR	\$573.50
		04/24/25	43631	AIR QUALITY MANAGEMENT MARCH	\$561.00
	2				\$2,429.50
	000013967	04/18/25	2025040035347	DIRECT CONNECT CIRCUIT MARCH	\$2,397.68
	1				\$2,397.68
Total GENERAL AND ADMINISTRATIVE	122				\$805,912.82

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
PROJECT REFUNDS					
MIKE BUBALO CONSTRUCTION CO., INC.	000013948	04/18/25	3114 MADEIRA AVE	Reimbursement for C0408-23-01	\$26,594.50
	1				\$26,594.50
TENORE HOLDINGS LLC	000013986	04/24/25	C0414-24-01B	Req: 7666	\$2,983.00
	1				\$2,983.00
Total PROJECT REFUNDS		2			\$29,577.50
RETIREE CHECKS					
COLEEN L MONTELEONE	000013993	04/24/25	04032025	MONTHLY STIPEND	\$34.00
	1				\$34.00
DIANA LEACH	000013997	04/24/25	040525	MONTHLY STIPEND	\$268.53
	1				\$268.53
Total RETIREE CHECKS		2			\$302.53
VARIOUS					
ACADEMY ELECTRIC INC.	000013835	04/04/25	1302-44	M25-003 LIGHTING REPAIRS	\$3,412.54
	000013917	04/18/25	1302-47	M25-003	\$2,088.18
	2				\$5,500.72
AMAZON BUSINESS	000013837	04/04/25	1WP9-TJDM-N76M	OFFICE SUPPLIES	\$131.67
		04/04/25	1XD4-GT1K-FHL7	OFFICE SUPPLIES	\$12.80
		04/04/25	1P96-R4WX-XGRP	OFFICE SUPPLIES	\$37.26
		04/04/25	1PTX-FQ6Y-NVCM	OFFICE SUPPLIES	\$50.97
		04/04/25	1PY1-TQYV-RR3W	OFFICE SUPPLIES	\$169.12
		04/04/25	17KD-NLD4-XXVK	WATER OPS	\$317.80
		04/04/25	1G36-ML6X-RMM7	OFFICE SUPPLIES	\$212.81
		04/04/25	1J9P-TQL7-Y3YW	OFFICE SUPPLIES	\$85.39
	000013898	04/10/25	1HMQ-9F33-RMJR	OFFICE SUPPLIES	\$115.83
		04/10/25	1KLT-XCG9-XQ3V	OFFICE SUPPLIES	\$44.00
		04/10/25	1X13-R6FV-6FRR	IT SUPPLIES	\$382.40

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
AMAZON BUSINESS	000013898	04/10/25	1WYT-NKJM-HV1H	IT SUPPLIES	\$245.19
		04/10/25	1XFG-DMGH-7JW6	OFFICE SUPPLIES	\$68.40
	000013920	04/18/25	1G3G-DJN3-4MNR	OFFICE SUPPLIES	\$220.46
		04/18/25	1KKR-CCTP-3FHH	OFFICE SUPPLIES	\$105.30
		04/18/25	1PLH-KXJM-C4D7	OFFICE SUPPLIES	\$84.04
		04/18/25	19PH-WG6T-169C	OPERATIONS SUPPLIES	\$451.93
		04/18/25	1G1W-P4PQ-F3KJ	OFFICE SUPPLIES	\$57.95
		04/18/25	17YP-ML9K-1Y6F	OPERATIONS SUPPLIES	\$11.14
		04/18/25	1VDD-TGN9-33HV	OFFICE SUPPLIES	\$248.31
		04/18/25	13CL-FF7L-1LHP	OFFICE SUPPLIES	\$205.97
	000013982	04/24/25	1GRR-C6JT-TKCG	OFFICE SUPPLIES	\$189.71
		04/24/25	1NPX-FP6F-K99K	OFFICE SUPPLIES	\$94.16
		04/24/25	1QH6-MVVX-9QLH	IT SUPPLIES	\$64.89
		04/24/25	1P6M-XCY6-1NYQ	SUPPLIES	\$809.50
		04/24/25	1Y96-F6K7-YGCP	OFFICE SUPPLIES	\$42.65
		04/24/25	1QHP-3NM9-RLD1	OFFICE SUPPLIES	\$27.99
	4				\$4,487.64
AT&T	000013923	04/18/25	33926307798709APR25	33926307798709 APRIL SERVICE	\$1,546.53
		04/18/25	33926307798709MAR25	33926307798709MAR25	\$1,534.25
		04/18/25	33926307798709FEB25	33926307798709 FEBURARY	\$1,547.21
	1				\$4,627.99
CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES	000013987	04/24/25	00035	Req: 7649	\$10,000.00
	1				\$10,000.00
COSTA MESA LOCK & KEY	000013847	04/04/25	0000140895	DUPLICATE KEY	\$35.83

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
DION & SONS, INC	1				\$35.83
	000013930	04/18/25	844173	FUEL	\$1,256.41
		04/18/25	844172	FUEL	\$8,157.56
EMISSION COMPLIANT CONTROLS CORP	1				\$9,413.97
	000013931	04/18/25	PS06260	ENGINE 1 SERVICE RES 2	\$2,890.19
		04/18/25	PS06261	ENGINE 4 SERVICE RES 2	\$2,610.19
FEDERAL EXPRESS CORPORATION	1				\$5,500.38
	000013851	04/04/25	8-804-31355	COURIER SERVICE	\$326.22
	000013934	04/18/25	8-819-29957	SHIPPING SERVICES	\$172.44
FERGUSON ENTERPRISES INC	2				\$498.66
	000013852	04/04/25	0035564-7	MATERIALS	\$2,174.73
GRAINGER	1				\$2,174.73
	000013855	04/04/25	9435055240	MATERIALS	\$164.72
	000013940	04/18/25	9460400444	OPERATIONS SUPPLIES	\$569.21
		04/18/25	9460400451	OPERATIONS SUPPLIES	\$107.23
		04/18/25	9460124424	OPERATIONS SUPPLIES	\$126.17
	000014003	04/24/25	9474853943	OPERATIONS SUPPLIES	\$126.17
		04/24/25	9474892024	OPERATIONS SUPPLIES	\$171.55
		04/24/25	9474892032	OPERATIONS SUPPLIES	\$19.21
	3				\$1,284.26
HACH COMPANY	000013941	04/18/25	14430940	MATERIALS AND SUPPLIES	\$3,336.54
HELPMATES STAFFING SERVICES	1				\$3,336.54
	000013856	04/04/25	000498883	TEMP HELP	\$1,066.26
		04/04/25	000496794	TEMP HELP	\$840.71
		04/04/25	1000459	TEMP HELP	\$1,619.90
	000014004	04/24/25	1001205	TEMP STAFF	\$1,455.86
		04/24/25	1003113	TEMP HELP	\$1,435.35
		04/24/25	1003827	TEMP HELP	\$2,557.52
		04/24/25	1003828	TEMP HELP	\$963.74
		04/24/25	1001982	TEMP STAFF	\$1,148.28

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
HELPMATES STAFFING SERVICES	000014004	04/24/25	1002598	TEMP HELP	\$1,066.26
		04/24/25	1002597	TEMP HELP	\$991.04
		04/24/25	1003112	TEMP HELP	\$2,557.52
	2				\$15,702.44
MIKE KILBRIDE LTD	000013863	04/04/25	7154	C0376-23-01_1737 CENTELLA	\$19,850.00
	1				\$19,850.00
SHERWIN WILLIAMS COMPANY	000013955	04/18/25	7264-7	PAINT SUPPLIES	\$206.07
	1				\$206.07
SIGN DEPOT	000013882	04/04/25	10714	SIGNS	\$48.49
		04/04/25	10723	SIGNS	\$48.49
	000013956	04/18/25	10746	FACILITY SIGNS	\$48.49
	2				\$145.47
THE HOME DEPOT COMMERCIAL ACCT	000013943	04/18/25	032825	MARCH CHARGES	\$7,349.47
	1				\$7,349.47
TYCO/ JOHNSON CONTROLS	000013885	04/04/25	10527394	SECURITY MONITORING	\$12,841.17
		04/04/25	41062827	SECURITY MONITORING	\$74.23
	1				\$12,915.40
USA BLUEBOOK	000013959	04/18/25	INV00673345	OPERATIONS SUPPLIES	\$11,519.39
	1				\$11,519.39
WESTBOUND COMMUNICATIONS	000013965	04/18/25	5728	DIGITAL & SOCIAL MEDIA STRATEG	\$10,243.97
	000014025	04/24/25	5755	MARCH PROFESSIONAL FEES	\$8,227.60
	2				\$18,471.57
Total VARIOUS	29				\$133,020.53
WATER SUPPLY					
AIRGAS USA LLC	000013919	04/18/25	5515652804	CYLINDER RENTAL	\$110.73
	1				\$110.73
LINDE INC.	000013908	04/10/25	48969355	LIQUID CO2	\$3,637.64
	000014014	04/24/25	49182358	CARBON DIOXIDE	\$6,522.71
		04/24/25	49224644	CARBON DIOXIDE	\$400.83
		04/24/25	49182307	CARBON DIOXIDE	\$5,834.06
		04/24/25	49182513	CARBON DIOXIDE	\$5,744.08

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
MUNICIPAL WATER DISTRICT OF OC	2				\$22,139.32
	000013906	04/10/25	3106	DEC24 ACTIVITY	\$970.44
	000013979	04/21/25	17749	LATE PMT FEE	\$3.33
		04/21/25	3134	FEB INSPECTIONS	\$1,173.40
	0202132	04/25/25	17742	MAITENANCE COSTS FY 23-24	\$31,581.99
NALCO COMPANY, LLC	3				\$33,729.16
	000013865	04/04/25	6660334798	LAB TESTING	\$656.70
OCWD	1				\$656.70
	0202131	04/24/25	27276	FEBRUARY GAP	\$22,094.26
PACIFIC STAR CHEMICAL DBA NORTHSTAR CHEMICAL	1				\$22,094.26
	000013949	04/18/25	307726	SODIUM HYPOCHLORITE	\$6,783.31
		04/18/25	307728	SODIUM HYPOCHLORITE	\$4,980.98
		04/18/25	307730	SODIUM HYPOCHLORITE	\$1,429.56
		04/18/25	307731	SODIUM HYPOCHLORITE	\$1,012.43
		04/18/25	308354	SODIUM HYPOCHLORITE	\$14,947.58
	000014010	04/24/25	308822	SODIUM HYPOCHLORITE	\$2,753.82
		04/24/25	308824	SODIUM HYPOCHLORITE	\$3,462.53
		04/24/25	308825	SODIUM HYPOCHLORITE	\$4,009.24
SEPARATION PROCESSES, INC	2				\$39,379.45
	000014016	04/24/25	11487	OPERATIONS SUPPORT	\$12,740.00
		04/24/25	11479	RCA SUPPORT	\$729.00
	1				\$13,469.00
Total WATER SUPPLY	11				\$131,578.62
WATER SYSTEM					
ALS TRUESDAIL LABORATORIES INC	000013911	04/10/25	522502181	LAB ANALYSIS	\$22.00
	000014020	04/24/25	522502408	LAB ANALYSIS	\$200.00
		04/24/25	522502443	LAB ANALYSIS	\$200.00
		04/24/25	522502406	LAB ANALYSIS	\$200.00
	2				\$622.00

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
BADGER METER INC.	000013899	04/10/25	80191115	CELLULAR ENDPOINTS MARCH25	\$2,492.64
	1				\$2,492.64
BEACH CITY LIFT INC.	000013924	04/18/25	4999	FORKLIFT MAINTENANCE	\$310.00
	1				\$310.00
EWLES MATERIALS INC	000013850	04/04/25	508345	PAVING MATERIALS	\$1,010.00
	000013933	04/18/25	509619	PAVING MATERIALS	\$960.00
	2				\$1,970.00
FERGUSON WATERWORKS	000013936	04/18/25	0045753-1	OPERATIONS SUPPLIES	\$26,071.71
	000014000	04/24/25	0048632	OPERATIONS SUPPLIES	\$1,231.04
	2				\$27,302.75
LARRY'S BUILDING MATERIALS	000013859	04/04/25	SA-22923	MATERIALS	\$45.83
	000013947	04/18/25	SA-23061	BUILDING MATERIALS	\$450.11
		04/18/25	SA-23154	BUILDING MATERIALS	\$216.75
	000014007	04/24/25	SA-23399	BUILDING MATERIALS	\$87.78
	3				\$800.47
LINDE GAS & EQUIPMENT INC.	000013875	04/04/25	48708165	TANK REFILLS	\$343.24
	1				\$343.24
ORANGE COUNTY SANITATION DISTRICT	000014012	04/24/25	545382	FY24-25 3RD QUARTER USE CHARGE	\$14,170.13
	1				\$14,170.13
RELIABLE MONITORING SERVICES	000013878	04/04/25	2131094	CALIBRATION	\$500.00
	1				\$500.00
UNDERGROUND SERVICE ALERT/SC	000013957	04/18/25	24-253229	3993 TICKETS	\$217.29
		04/18/25	320250457	347 TICKETS	\$651.95
	1				\$869.24
UNITED RENTALS	000013886	04/04/25	245199889-001	PARTS AND MATERIALS	\$318.86
	000014022	04/24/25	246419099-001	PARTS & MATERIALS	\$557.26
		04/24/25	245915392-001	PARTS & MATERIALS	\$640.54
	2				\$1,516.66

Payment Listing by Class

4/1/2025 - 4/30/2025

Vendor Name	Check #/Count	Payment Date	Invoice Number	Invoice Description	Payment Amount
VULCAN MATERIALS	000013890	04/04/25	3025681	PAVING MATERIALS	\$146.42
		04/04/25	3040448	PAVING MATERIALS	\$359.50
		04/04/25	3040500	PAVING MATERIALS	\$126.74
		04/04/25	3026196	PAVING MATERIALS	\$299.28
		04/04/25	3034053	PAVING MATERIALS	\$125.58
	000013963	04/18/25	506233	FINANCE CHARGE	\$31.48
		04/18/25	3117478	PAVING MATERIALS	\$127.89
		04/18/25	3143987	PAVING MATERIALS	\$98.33
		04/18/25	3143988	PAVING MATERIALS	\$126.74
		04/18/25	3153896	PAVING MATERIALS	\$360.66
		04/18/25	3158735	PAVING MATERIALS	\$192.74
		04/18/25	469502	FINANCE CHARGE	\$47.33
		04/18/25	501944	FINANCE CHARGE	\$58.91
		04/18/25	3065656	PAVING MATERIALS	\$247.17
		04/18/25	3143639	PAVING MATERIALS	\$254.12
		04/18/25	3163304	PAVING MATERIALS	\$246.01
	000014023	04/24/25	3193038	PAVING MATERIALS	\$410.46
		04/24/25	3203991	PAVING MATERIALS	\$589.96
		04/24/25	3204061	PAVING MATERIALS	\$359.50
	3				\$4,208.82
WEST COAST SAND & GRAVEL	000014027	04/24/25	829185	FILL SAND	\$566.25
	1				\$566.25
Total WATER SYSTEM	21				\$55,672.20
Total Payments (All)	217				\$1,751,752.34



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Kirk Harper, CPA, Interim Chief Financial Officer
DATE: May 28, 2025
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 District's cash and investment accounts.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Monthly Treasurer's Status Report on Investments as of 4/30/25
Attachment B: Monthly Treasurer's Status Report on Investments as of 3/31/25

Mesa Water District
Monthly Treasurer's Status Report on Investments
4/30/2025



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	YTM@Cost	Cost Value	Market Value	Maturity Date	Days to Maturity	% of Portfolio	Policy % Limit
Local Agency Investment Fund (LAIF)	4.28%	1,199.90	1,199.90	Liquid	1	0.01%	No Limit
Miscellaneous Cash (Petty, Emergency, etc.)	0.00%	14,000.00	14,000.00	Liquid	1	0.07%	N/A
US Bank Custody Account							
Negotiable Certificate of Deposit	1.73%	3,479,000.00	3,426,716.91	Various	422	17.56%	30.00%
US Agency Bonds	0.87%	8,298,276.98	8,129,521.15	Various	281	41.66%	No Limit
US Treasury Bonds	0.66%	741,743.11	732,027.50	Various	262	3.75%	No Limit
Sub Total / Average	1.10%	12,519,020.09	12,288,265.56		320		
US Bank Custody Account	3.97%	1,530,835.26	1,530,835.26	Liquid	1	7.85%	No Limit
Pacific Premier Bank	1.25%	5,677,813.47	5,677,813.47	Liquid	1	29.10%	No Limit
Total / Average	1.37%	\$ 19,742,868.72	\$ 19,512,114.19		202	100.00%	

PARS OPEB & PENSION TRUS	Monthly Rate of Return	Cost Value	Market Value
Public Agency Retirement Services (PARS)			
Capital Appreciation HighMark PLUS Fund			
OPEB	0.04%	\$ 2,536,648.13	\$ 2,524,125.95
Pension Trust	0.04%	\$ 15,169,139.38	\$ 15,132,601.78
		\$ 17,705,787.51	\$ 17,656,727.73

PARS OPEB & Pension Trust Benchmark | BAAPX Index
1 Month | 0.44 %

RISK RETENTION CORPORATION	Monthly Rate of Return	Balance
Pacific Premier Bank	N/A	\$ 45,859.04

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 31 Fair Value Factor of 1.000849191.

Weighted Average Return

Mesa Water® Funds | 1.37 %

Benchmark: 3 Month Treasury Bill - April 2025 | 4.32 %

Weighted Average Maturity

Years | 0.55 Days | 202

* S & P 500 Index | Effective 03/2025 - Performance Benchmark changed to BAAPX.

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: Report Group | Treasurer's Report
Begin Date: 03/31/2025, End Date: 04/30/2025

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Interest								
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	4/1/2025	2/10/2026	0.00	0.00	105.74	105.74
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	4/2/2025	6/2/2025	0.00	0.00	158.61	158.61
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	4/8/2025	5/8/2025	0.00	0.00	200.91	200.91
LAIF LGIP	LGIP0012	0.000	4/15/2025	N/A	0.00	0.00	13.08	13.08
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	4/15/2025	7/15/2025	0.00	0.00	126.89	126.89
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	4/16/2025	12/16/2026	0.00	0.00	845.92	845.92
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	4/18/2025	12/18/2025	0.00	0.00	126.89	126.89
FHLB 3 4/21/2027-23	3130ARJF9	0.000	4/21/2025	4/21/2027	0.00	0.00	3,750.00	3,750.00
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	4/25/2025	8/25/2026	0.00	0.00	200.91	200.91
FHLMC 0.8 10/27/2026-21	3134GW4C7	0.000	4/27/2025	10/27/2026	0.00	0.00	1,000.00	1,000.00
FHLMC 0.65 10/27/2025-21	3134GW5R3	0.000	4/27/2025	10/27/2025	0.00	0.00	1,218.75	1,218.75
FHLB 3.125 10/29/2026-24	3130ARUF6	0.000	4/29/2025	10/29/2026	0.00	0.00	3,906.25	3,906.25
FHLMC 0.45 10/29/2025-21	3134GW3J3	0.000	4/29/2025	10/29/2025	0.00	0.00	562.50	562.50
FHLMC 1.03 4/29/2026-22	3130ALZM9	0.000	4/29/2025	4/29/2026	0.00	0.00	1,287.50	1,287.50
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	4/30/2025	1/31/2028	0.00	0.00	900.49	900.49
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	4/30/2025	12/30/2027	0.00	0.00	1,021.56	1,021.56
T-Note 0.375 4/30/2025	912828ZL7	0.000	4/30/2025	4/30/2025	0.00	0.00	468.75	468.75
Flagstar Bank MI 1.25 4/30/2025	33847E3A3	0.000	4/30/2025	4/30/2025	0.00	0.00	1,537.26	1,537.26
US Bank Custodian MM	MM65000	0.000	4/30/2025	N/A	0.00	0.00	791.57	791.57
Sub Total / Average Interest					0.00	0.00	18,223.58	18,223.58
Matured								
T-Note 0.375 4/30/2025	912828ZL7	0.000	4/30/2025	4/30/2025	250,000.00	250,000.00	0.00	250,000.00
Flagstar Bank MI 1.25 4/30/2025	33847E3A3	0.000	4/30/2025	4/30/2025	248,000.00	248,000.00	0.00	248,000.00
Sub Total / Average Matured					498,000.00	498,000.00	0.00	498,000.00

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 4/30/2025

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
01. LAIF Policy - 75M Per Account									
LAIF LGIP	LGIP0012	6/30/2010	4.281	1,199.90	1,199.90	1,199.90	N/A	1	0.01
Sub Total / Average 01. LAIF Policy - 75M Per Account			4.281	1,199.90	1,199.90	1,199.90		1	0.01
03. Miscellaneous Cash (Petty Emergency)									
Miscellaneous Cash	CASH	6/30/2015	0.000	14,000.00	14,000.00	14,000.00	N/A	1	0.07
Sub Total / Average 03. Miscellaneous Cash (Petty Emergency)			0.000	14,000.00	14,000.00	14,000.00		1	0.07
04. Negotiable CD30%									
Apex Bank TN 0.95 5/8/2025	03753XBK5	5/8/2020	0.950	249,000.00	249,000.00	248,818.23	5/8/2025	8	1.28
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	6/2/2020	0.750	249,000.00	249,000.00	248,228.10	6/2/2025	33	1.27
Medallion Bank UT 0.6 7/15/2025	58404DHM6	7/15/2020	0.600	249,000.00	249,000.00	247,100.13	7/15/2025	76	1.27
BMW Bank UT 0.5 9/25/2025	05580AXF6	9/25/2020	0.500	249,000.00	249,000.00	245,232.63	9/25/2025	148	1.26
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	12/18/2020	0.600	249,000.00	249,000.00	243,522.00	12/18/2025	232	1.25
JPMorgan Chase OH 0.5 12/29/2025-21	48128UUZ0	12/29/2020	0.500	249,000.00	249,000.00	243,141.03	12/29/2025	243	1.25
Live Oak Banking NC 0.5 2/10/2026	538036NE0	2/10/2021	0.500	249,000.00	249,000.00	242,194.83	2/10/2026	286	1.24
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	7/29/2021	0.950	248,000.00	248,000.00	238,675.20	7/29/2026	455	1.22
UBS Bank UT 0.95 8/25/2026	90348JS50	8/25/2021	0.950	249,000.00	249,000.00	239,049.96	8/25/2026	482	1.23
Capital One Bank VA 1.1 11/17/2026	14042TDW4	11/17/2021	1.100	248,000.00	248,000.00	237,026.00	11/17/2026	566	1.21
Evergreen Bank IL 4 12/16/2026	300185LF0	12/16/2022	4.000	249,000.00	249,000.00	248,681.28	12/16/2026	595	1.27
Discover Bank3.4 7/6/2027	254673L38	7/6/2022	3.400	245,000.00	245,000.00	241,415.65	7/6/2027	797	1.24
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	12/30/2022	4.850	248,000.00	248,000.00	252,692.16	12/30/2027	974	1.30
Signature Federal CR 4.4 1/31/2028	82671DAB3	1/31/2023	4.400	249,000.00	249,000.00	250,939.71	1/31/2028	1,006	1.29
Sub Total / Average 04. Negotiable CD30%			1.734	3,479,000.00	3,479,000.00	3,426,716.91		422	17.56
05. US Agency - No Limit									
FHLMC 0.7 5/13/2025-21	3134GVSY5	5/13/2020	0.635	500,000.00	501,600.00	499,395.00	5/13/2025	13	2.56
FFCB 0.6 6/16/2025-22	3133EMH47	6/17/2021	0.530	250,000.00	250,687.50	248,782.50	6/16/2025	47	1.28
FNMA 0.6 7/29/2025-22	3136G4D75	12/18/2020	0.459	250,000.00	251,610.25	247,735.00	7/29/2025	90	1.27
FNMA 0.5 8/14/2025-23	3135G05S8	4/29/2021	0.606	250,000.00	248,875.00	247,315.00	8/14/2025	106	1.27

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
FNMA 0.375 8/25/2025	3135G05X7	11/12/2020	0.440	250,000.00	249,231.00	246,927.50	8/25/2025	117	1.27
FFCB 0.53 9/29/2025-21	3133EMB4	6/17/2021	0.649	500,000.00	497,500.00	492,285.00	9/29/2025	152	2.52
FHLMC 0.4 9/30/2025-21	3134GWVP8	9/30/2020	0.400	250,000.00	250,000.00	245,985.00	9/30/2025	153	1.26
FHLMC 0.65 10/27/2025-21	3134GW5R3	5/25/2021	0.650	375,000.00	375,000.00	368,448.75	10/27/2025	180	1.89
FHLMC 0.45 10/29/2025-21	3134GW3J3	4/22/2021	0.608	250,000.00	248,237.50	245,342.50	10/29/2025	182	1.26
FNMA 0.54 11/3/2025-22	3135GA2G5	10/30/2020	0.459	500,000.00	501,999.50	490,510.00	11/3/2025	187	2.51
FNMA 0.56 11/17/2025-22	3135GA2Z3	11/17/2020	0.540	325,000.00	325,322.73	318,669.00	11/17/2025	201	1.63
FNMA 0.58 11/25/2025-22	3135GA5E7	11/30/2020	0.499	250,000.00	250,983.75	244,805.00	11/25/2025	209	1.25
FFCB 0.47 12/22/2025-22	3133EMLC4	12/22/2020	0.410	250,000.00	250,747.00	244,270.00	12/22/2025	236	1.25
FFCB 0.45 2/2/2026-23	3133EMPD8	3/2/2021	0.730	300,000.00	295,947.00	291,825.00	2/2/2026	278	1.50
FHLB 0.53 2/10/2026	3130AKWW2	8/19/2021	0.667	310,000.00	308,124.50	301,595.90	2/10/2026	286	1.55
FHLB 0.625 2/24/2026-21	3130AL7M0	3/2/2021	0.749	250,000.00	248,487.50	243,402.50	2/24/2026	300	1.25
FFCB 0.8 3/9/2026-23	3133EMSU7	9/24/2021	0.736	250,000.00	250,702.50	243,300.00	3/9/2026	313	1.25
FHLB 0.6 3/10/2026-21	3130ALFX7	3/10/2021	0.743	250,000.00	248,237.50	242,782.50	3/10/2026	314	1.24
FHLB 0.75 3/16/2026-21	3130ALF33	3/24/2021	0.750	250,000.00	250,000.00	242,900.00	3/16/2026	320	1.24
FHLB 0.85 3/30/2026-21	3130ANY79	11/10/2021	0.950	250,000.00	248,927.50	242,867.50	3/30/2026	334	1.24
FHLMC 1.03 4/29/2026-22	3130ALZM9	4/29/2021	0.906	250,000.00	251,507.75	242,805.00	4/29/2026	364	1.24
FHLB 0.875 5/26/2026-21	3130AMHB1	5/28/2021	0.834	250,000.00	250,500.00	241,930.00	5/26/2026	391	1.24
FFCB 0.9 6/15/2026-22	3133EMH21	6/17/2021	0.834	250,000.00	250,800.00	241,275.00	6/15/2026	411	1.24
FFCB 0.94 9/28/2026-22	3133EM6E7	9/28/2021	0.869	250,000.00	250,862.50	240,010.00	9/28/2026	516	1.23
FHLMC 0.8 10/27/2026-21	3134GW4C7	11/10/2021	1.065	250,000.00	246,800.00	239,097.50	10/27/2026	545	1.23
FHLB 3.125 10/29/2026-24	3130ARUF6	5/12/2022	3.125	250,000.00	250,000.00	247,597.50	10/29/2026	547	1.27
FFCB 1.46 11/30/2026-23	3133ENFP0	11/30/2021	1.320	250,000.00	251,687.50	240,805.00	11/30/2026	579	1.23
FFCB 1.68 3/10/2027	3133ENRD4	3/17/2022	2.200	250,000.00	243,898.50	241,020.00	3/10/2027	679	1.24
FHLB 3 4/21/2027-23	3130ARJF9	4/21/2022	3.000	250,000.00	250,000.00	245,837.50	4/21/2027	721	1.26
Sub Total / Average 05. US Agency - No Limit			0.869	8,310,000.00	8,298,276.98	8,129,521.15		281	41.66
06. US Treasury - No Limit									
T-Note 0.25 6/30/2025	912828ZW3	4/22/2021	0.515	250,000.00	247,256.86	248,347.50	6/30/2025	61	1.27
T-Note 0.375 1/31/2026	91282CBH3	4/29/2021	0.720	250,000.00	245,973.50	243,290.00	1/31/2026	276	1.25
T-Note 0.625 7/31/2026	91282CCP4	9/24/2021	0.750	250,000.00	248,512.75	240,390.00	7/31/2026	457	1.23
Sub Total / Average 06. US Treasury - No Limit			0.660	750,000.00	741,743.11	732,027.50		262	3.75
07. US Bank MM Custody Policy 50%									
US Bank Custodian MM	MM65000	7/31/2020	3.970	1,530,835.26	1,530,835.26	1,530,835.26	N/A	1	7.85
Sub Total / Average 07. US Bank MM Custody Policy 50%			3.970	1,530,835.26	1,530,835.26	1,530,835.26		1	7.85
09. Pacific Premier Bank Policy - n/a									
Pacific Premier Bank Checking Cash	MM0831	5/28/2020	1.250	5,677,813.47	5,677,813.47	5,677,813.47	N/A	1	29.10

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
Sub Total / Average 09. Pacific Premier Bank Policy - n/a			1.250	5,677,813.47	5,677,813.47	5,677,813.47		1	29.10
Total / Average			1.367	19,762,848.63	19,742,868.72	19,512,114.19		202	100

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 4/30/2025

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS OPEB Trust					
Baird Aggregate Bond Fund	057071854	Mutual Fund	15,607.95	150,732.94	153,426.19
Cohen & Steers Instl Realty	19247U106	Mutual Fund	1,968.87	101,389.34	96,198.54
Columbia Contrarian Fund	19766M709	Mutual Fund	8,115.83	261,355.42	279,751.46
Columbia Small Cap Growth Inst3	19765Y340	Mutual Fund	487.89	13,426.67	12,514.33
Dodge Cox Income	256210105	Mutual Fund	8,296.89	104,337.53	104,872.52
Emerald Growth	317609253	Mutual Fund	512.71	12,474.61	11,489.72
Fidelity International	315911727	Mutual Fund	2,904.33	144,636.54	155,120.10
Goldman Sachs	38147N293	Mutual Fund	2,716.11	61,819.77	58,559.29
Hartford Schroders	41665X859	Mutual Fund	6,678.34	107,642.11	114,266.58
iShares Core US Aggregate	464287226	Mutual Fund	1,038.00	101,073.24	102,782.76
Lazard CI List Infrastructure	52106N459	Mutual Fund	2,979.63	49,552.96	51,637.09
MFS International	552746356	Mutual Fund	1,287.38	49,781.41	57,686.85
Nyli Cbre Global Infrastructure	56064L298	Mutual Fund	3,467.54	45,462.89	48,684.31
Nyli MacKay	56063N881	Mutual Fund	5,162.58	26,548.12	26,380.85
PGIM Total Return Bond	74440B884	Mutual Fund	8,698.87	108,328.54	104,386.10
Putnam Core Equity Fund Y	74676P839	Mutual Fund	2,937.69	127,502.61	118,976.20
Schwab US Large Cap EFT	808524201	Mutual Fund	39,541.00	909,330.43	867,134.13
Undiscovered	904504479	Mutual Fund	514.21	39,950.90	39,127.53
US Bank PARS OPEB Trust MM	MM4900	Money Market	71,126.69	71,126.69	71,126.69
Voya	92913L569	Mutual Fund	5,708.30	50,175.41	50,004.71
Sub Total / Average PARS OPEB Trust			189,750.81	2,536,648.13	2,524,125.95
Total / Average			189,750.81	2,536,648.13	2,524,125.95

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: PARS OPEB Trust
Begin Date: 03/31/2025, End Date: 04/30/2025

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Baird Aggregate Bond Fund	057071854	0.000	4/1/2025	N/A	1,015.23	10,000.00	0.00	10,000.00
Voya	92913L569	0.000	4/1/2025	N/A	5,688.28	50,000.00	0.00	50,000.00
Baird Aggregate Bond Fund	057071854	0.000	4/25/2025	N/A	49.01	479.27	0.00	479.27
Voya	92913L569	0.000	4/30/2025	N/A	20.02	175.41	0.00	175.41
Nyli MacKay	56063N881	0.000	4/30/2025	N/A	28.53	145.81	0.00	145.81
PGIM Total Return Bond	74440B884	0.000	4/30/2025	N/A	34.68	416.18	0.00	416.18
Sub Total / Average Buy					6,835.75	61,216.67	0.00	61,216.67
Dividend								
iShares Core US Aggregate	464287226	0.000	4/4/2025	N/A	0.00	0.00	337.56	337.56
Baird Aggregate Bond Fund	057071854	0.000	4/25/2025	N/A	0.00	0.00	479.27	479.27
Voya	92913L569	0.000	4/30/2025	N/A	0.00	0.00	175.41	175.41
Nyli MacKay	56063N881	0.000	4/30/2025	N/A	0.00	0.00	145.81	145.81
PGIM Total Return Bond	74440B884	0.000	4/30/2025	N/A	0.00	0.00	416.18	416.18
Sub Total / Average Dividend					0.00	0.00	1,554.23	1,554.23
Interest								
US Bank PARS OPEB Trust MM	MM4900	0.000	4/30/2025	N/A	0.00	0.00	258.98	258.98
Sub Total / Average Interest					0.00	0.00	258.98	258.98
Sell								
Dodge Cox Income	256210105	0.000	4/1/2025	N/A	2,371.54	30,000.00	0.00	30,000.00
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	0.101	1.219	0.00	1.22
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	16.947	204.55	0.00	204.55
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	17.08	206.156	0.00	206.16
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	17.33	209.173	0.00	209.17
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	17.415	210.199	0.00	210.20
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	17.583	212.227	0.00	212.23
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	17.766	214.436	0.00	214.44
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	18.388	221.943	0.00	221.94
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	18.458	222.788	0.00	222.79
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	18.487	223.138	0.00	223.14
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	18.551	223.911	0.00	223.91

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	18.702	225.733	0.00	225.73
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	19.445	234.701	0.00	234.70
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	19.69	237.658	0.00	237.66
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	19.93	240.555	0.00	240.56
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	25.237	304.611	0.00	304.61
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	194.261	2,344.731	0.00	2,344.73
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	275.19	3,321.545	0.00	3,321.55
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	327.382	3,951.503	0.00	3,951.50
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	536.83	6,479.541	0.00	6,479.54
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	870.727	10,509.68	0.00	10,509.68
Sub Total / Average Sell					4,857.04	59,999.998	0.00	60,000.00

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 4/30/2025

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS Pension Trust					
Baird Aggregate Bond Fund	057071854	Mutual Fund	94,038.50	908,198.42	924,398.53
Cohen & Steers Instl Realty	19247U106	Mutual Fund	11,386.87	589,269.06	556,362.82
Columbia Contrarian Fund	19766M709	Mutual Fund	48,465.86	1,545,798.20	1,670,617.78
Columbia Small Cap Growth Inst3	19765Y340	Mutual Fund	2,923.52	80,455.22	74,988.24
Dodge Cox Income	256210105	Mutual Fund	45,752.65	575,860.75	578,313.53
Emerald Growth	317609253	Mutual Fund	3,072.33	74,930.62	68,850.88
Fidelity International	315911727	Mutual Fund	17,752.00	883,982.16	948,134.48
Goldman Sachs	38147N293	Mutual Fund	16,354.32	372,247.13	352,598.99
Hartford Schroders	41665X859	Mutual Fund	40,909.08	666,516.37	699,954.25
iShares Core US Aggregate	464287226	Mutual Fund	6,221.00	605,637.67	616,003.42
Lazard CI List Infrastructure	52106N459	Mutual Fund	17,381.22	289,058.98	301,216.47
MFS International	552746356	Mutual Fund	7,764.50	287,560.48	347,927.28
Nyli Cbre Global Infrastructure	56064L298	Mutual Fund	20,965.88	273,978.99	294,360.91
Nyli MacKay	56063N881	Mutual Fund	33,094.95	170,187.56	169,115.16
PGIM Total Return Bond	74440B884	Mutual Fund	53,143.96	684,830.97	637,727.55
Putnam Core Equity Fund Y	74676P839	Mutual Fund	17,605.95	764,318.42	713,041.10
Schwab US Large Cap EFT	808524201	Mutual Fund	237,096.00	5,412,993.18	5,199,515.28
Undiscovered	904504479	Mutual Fund	3,076.45	236,833.88	234,085.86
US Bank PARS Pension Trust MM	MM4901	Money Market	425,359.03	425,359.03	425,359.03
Voya	92913L569	Mutual Fund	36,533.13	321,122.29	320,030.22
Sub Total / Average PARS Pension Trust			1,138,897.20	15,169,139.38	15,132,601.78
Total / Average			1,138,897.20	15,169,139.38	15,132,601.78

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: PARS Pension Trust
Begin Date: 03/31/2025, End Date: 04/30/2025

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Baird Aggregate Bond Fund	057071854	0.000	4/1/2025	N/A	8,121.83	80,000.00	0.00	80,000.00
Voya	92913L569	0.000	4/1/2025	N/A	36,405.01	320,000.00	0.00	320,000.00
Baird Aggregate Bond Fund	057071854	0.000	4/25/2025	N/A	295.26	2,887.60	0.00	2,887.60
Voya	92913L569	0.000	4/30/2025	N/A	128.12	1,122.29	0.00	1,122.29
Nyli MacKay	56063N881	0.000	4/30/2025	N/A	182.92	934.70	0.00	934.70
Sub Total / Average Buy					45,133.14	404,944.59	0.00	404,944.59
Dividend								
Baird Aggregate Bond Fund	057071854	0.000	4/25/2025	N/A	0.00	0.00	2,887.60	2,887.60
Voya	92913L569	0.000	4/30/2025	N/A	0.00	0.00	1,122.29	1,122.29
iShares Core US Aggregate	464287226	0.000	4/30/2025	N/A	0.00	0.00	2,023.08	2,023.08
Nyli MacKay	56063N881	0.000	4/30/2025	N/A	0.00	0.00	934.70	934.70
PGIM Total Return Bond	74440B884	0.000	4/30/2025	N/A	0.00	0.00	2,549.40	2,549.40
Sub Total / Average Dividend					0.00	0.00	9,517.07	9,517.07
Interest								
US Bank PARS Pension Trust MM	MM4901	0.000	4/30/2025	N/A	0.00	0.00	1,649.46	1,649.46
Sub Total / Average Interest					0.00	0.00	1,649.46	1,649.46
Sell								
Dodge Cox Income	256210105	0.000	4/1/2025	N/A	18,181.82	230,000.00	0.00	230,000.00
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	77.36	933.735	0.00	933.74
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	1,353.99	16,342.656	0.00	16,342.66
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	2,040.043	24,623.314	0.00	24,623.31
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	3,373.336	40,716.157	0.00	40,716.16
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	3,574.243	43,141.104	0.00	43,141.10
PGIM Total Return Bond	74440B884	0.000	4/1/2025	N/A	3,665.538	44,243.034	0.00	44,243.03
Sub Total / Average Sell					32,266.33	400,000.00	0.00	400,000.00

Mesa Water District
Quarterly Treasurer's Report on Investments
As of 03/31/2025



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	4.31%	1,186.82	0.01%	No Limit	1,186.82	40.33	1,4
Orange County Investment Pool (OCIP) *	Liquid	0	0.00%	0.00	0.00%	No Limit	0.00	479.90	1,6
Miscellaneous (Petty Cash, Emergency Cash, etc.)	Liquid	1	0.00%	14,000.00	0.09%	N/A	14,000.00	0.00	
US Bank Custody Account									2,5
Negotiable Certificate of Deposit	Various	424	1.70%	3,727,000.00	23.57%	30.00%	3,666,620.71	60,853.70	
US Agency Bonds	Various	311	0.87%	8,298,276.98	52.06%	No Limit	8,100,268.10	51,771.75	
US Treasury Bonds	Various	226	0.61%	991,055.86	6.29%	No Limit	978,317.50	3,281.25	
Sub Total / Average		337	1.09%	13,016,332.84			12,745,206.31	115,906.70	
US Bank Custody Account	Liquid	1	3.97%	1,015,624.76	6.53%	No Limit	1,015,624.76	27,028.28	
Pacific Premier Bank	Liquid	1	1.25%	1,781,974.92	11.45%	No Limit	1,781,974.92	0.00	1,3
Total Average		276	1.29%	\$15,829,119.34	100.00%		\$15,557,992.81	\$143,455.21	

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	-3.25%	-0.88%	2,542,667.04	2,524,195.11
Pension Trust	-3.24%	-0.88%	15,200,675.26	15,132,228.65
Benchmark - BAAPX Index			17,743,342.30	17,656,423.76
1 Month 16.58 % 3 Month 16.36 % 1 YEAR 16.63 %				

Sources of Market Value Valuation - Account Statements

LAIF & 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 | 1.29 %

Benchmark: 3 Month Treasury Bill - March | 4.34 %

Weighted Average Maturity | 0.80 Years

Days to Maturity | 276

Notes

1. The interest or yield shown is for the current month net of fees.
2. The interest rate (Yield to Maturity @Cost) shown is the guaranteed annual interest rate for the term of the investment.
3. The rate shown is the Earnings Credit Rate. These earnings are applied against bank service charges; no actual monies are received.
4. 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 March *Fair Value Factor is 0.999621985. The yield earned on the Treasurer's Reports does not reflect change in fair market value.
5. 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.

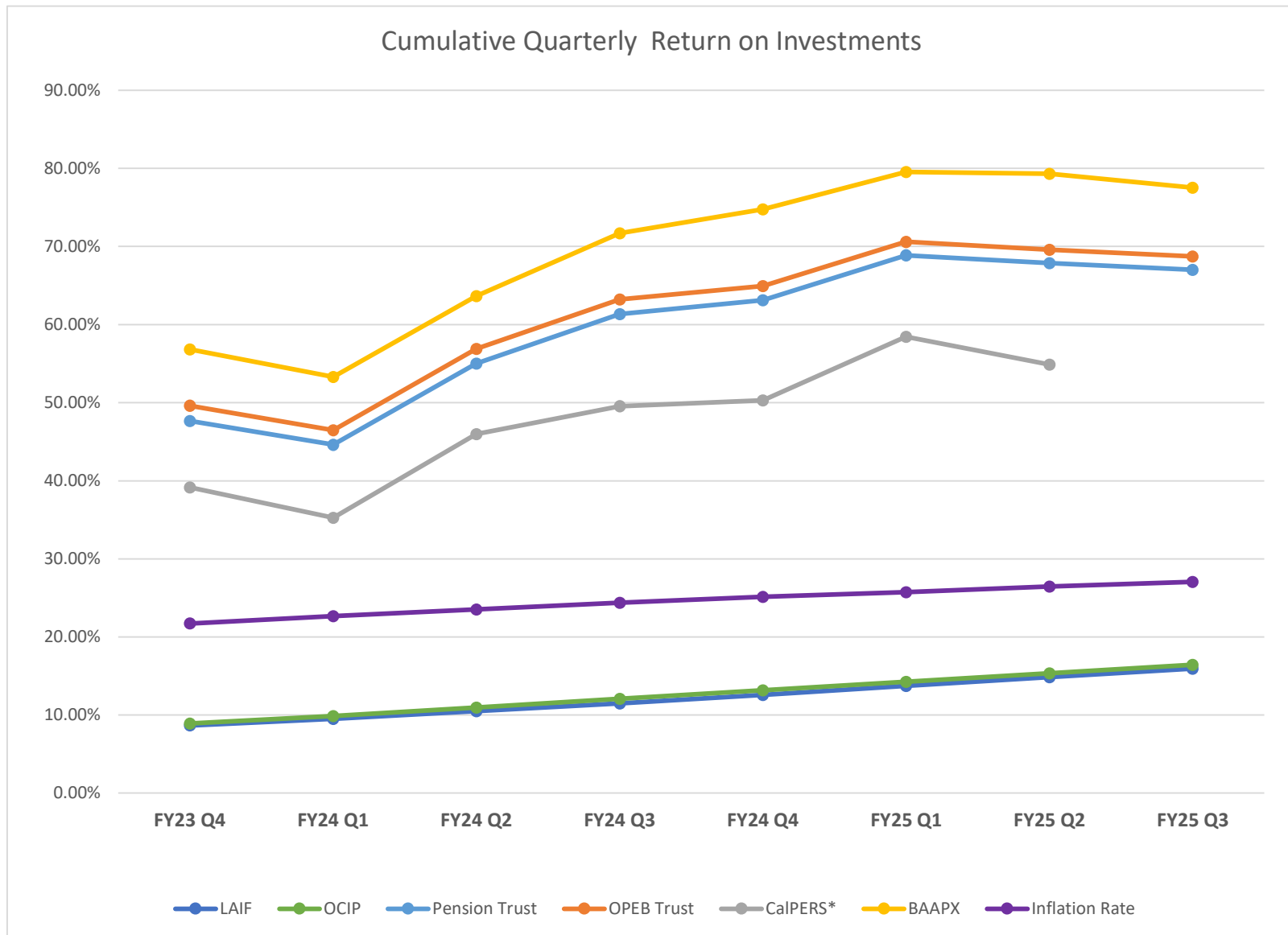
*LAIF 03/31/2025 Fair Value Factor not available at reporting deadline; previous factor reported.

*OCIP 02/28/2025 Account Closed.

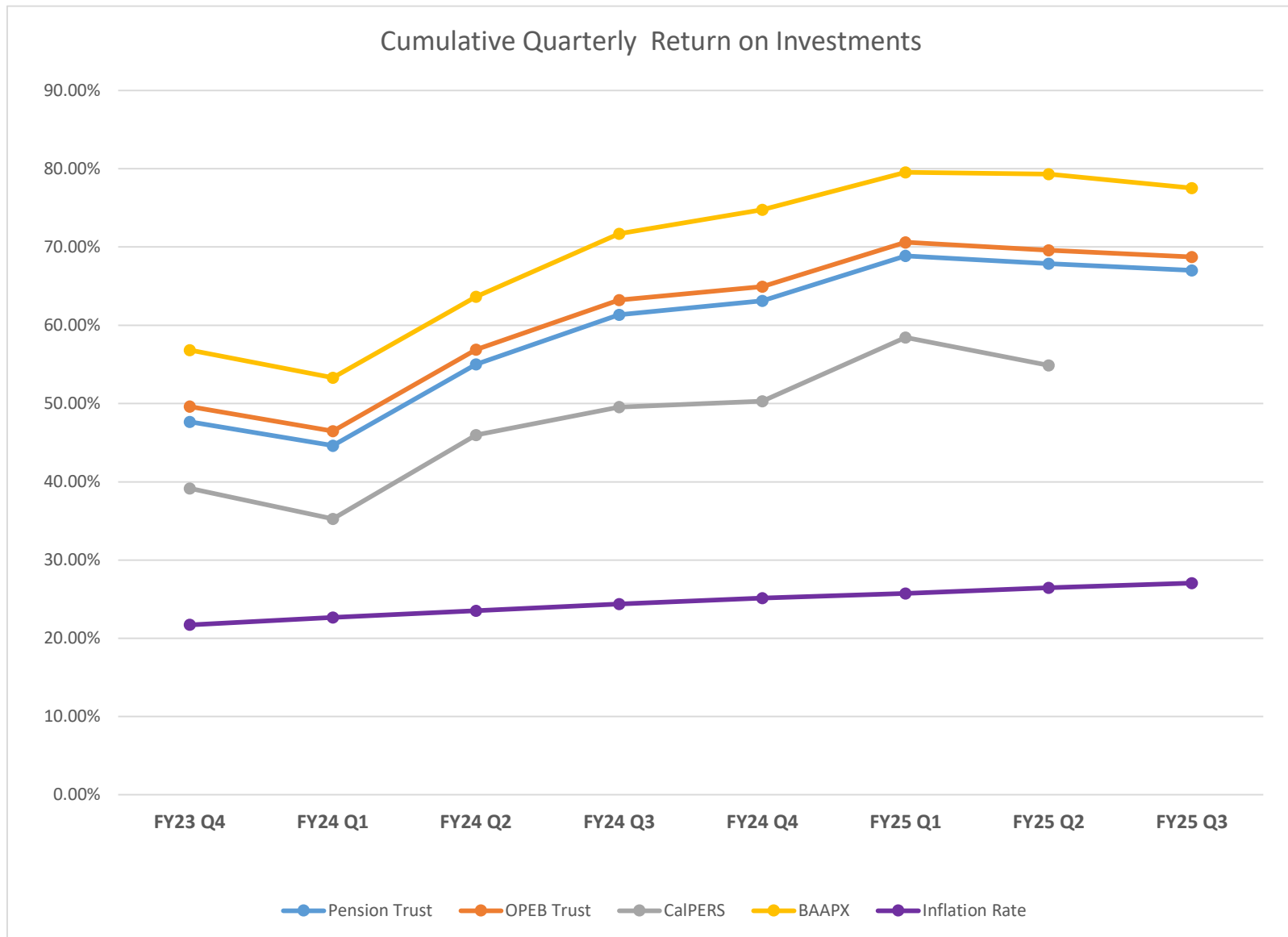
I certify that this report reflects the cash and investments of Mesa Water District and is in conformity with the Government Code requirements and the District Investment Policy/Guidelines in effect at the time of the investment.

Kurt B. Lind

Kurt B. Lind - Assistant District Treasurer



*** CalPERS FY25 Q3 data was unavailable at time of publishing.**



*** CalPERS FY25 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: 12/31/2024, End Date: 03/31/2025

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Interest								
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	1/1/2025	2/10/2026	0.00	0.00	105.74	105.74
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	1/2/2025	6/2/2025	0.00	0.00	158.61	158.61
Discover Bank3.4 7/6/2027	254673L38	0.000	1/6/2025	7/6/2027	0.00	0.00	4,199.23	4,199.23
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	1/8/2025	5/8/2025	0.00	0.00	200.91	200.91
LAIF LGIP	LGIP0012	0.000	1/15/2025	N/A	0.00	0.00	13.64	13.64
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	1/15/2025	7/15/2025	0.00	0.00	126.89	126.89
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	1/16/2025	12/16/2026	0.00	0.00	845.92	845.92
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	1/18/2025	12/18/2025	0.00	0.00	126.89	126.89
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	1/25/2025	8/25/2026	0.00	0.00	200.91	200.91
FNMA 0.6 7/29/2025-22	3136G4D75	0.000	1/29/2025	7/29/2025	0.00	0.00	750.00	750.00
Orange County Investment Pool LGIP	LGIP9LC	0.000	1/29/2025	N/A	0.00	0.00	0.08	0.08
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	0.000	1/29/2025	7/29/2026	0.00	0.00	1,187.68	1,187.68
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	1/30/2025	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	1/30/2025	3/31/2025	0.00	0.00	63.44	63.44
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	0.000	1/30/2025	1/30/2025	0.00	0.00	83.91	83.91
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	1/31/2025	1/31/2028	0.00	0.00	930.51	930.51
Orange County Investment Pool LGIP	LGIP9LC	0.000	1/31/2025	N/A	0.00	0.00	60.34	60.34
T-Note 0.625 7/31/2026	91282CCP4	0.000	1/31/2025	7/31/2026	0.00	0.00	781.25	781.25
T-Note 0.375 1/31/2026	91282CBH3	0.000	1/31/2025	1/31/2026	0.00	0.00	468.75	468.75
US Bank Custodian MM	MM65000	0.000	1/31/2025	N/A	0.00	0.00	2,717.83	2,717.83
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	2/1/2025	2/10/2026	0.00	0.00	105.74	105.74
FFCB 0.45 2/2/2026-23	3133EMPD8	0.000	2/2/2025	2/2/2026	0.00	0.00	675.00	675.00
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	2/2/2025	6/2/2025	0.00	0.00	158.61	158.61
FFCB 0.32 2/3/2025-21	3133EMPV8	0.000	2/3/2025	2/3/2025	0.00	0.00	400.00	400.00
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	2/8/2025	5/8/2025	0.00	0.00	200.91	200.91
FHLB 0.53 2/10/2026	3130AKWW2	0.000	2/10/2025	2/10/2026	0.00	0.00	821.50	821.50
FNMA 0.5 8/14/2025-23	3135G05S8	0.000	2/14/2025	8/14/2025	0.00	0.00	625.00	625.00
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	2/15/2025	7/15/2025	0.00	0.00	126.89	126.89
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	2/16/2025	12/16/2026	0.00	0.00	845.92	845.92
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	2/18/2025	12/18/2025	0.00	0.00	126.89	126.89
FHLB 0.625 2/24/2025-22	3130ANQ86	0.000	2/24/2025	2/24/2025	0.00	0.00	781.25	781.25
FHLB 0.625 2/24/2026-21	3130AL7M0	0.000	2/24/2025	2/24/2026	0.00	0.00	781.25	781.25
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	2/25/2025	8/25/2026	0.00	0.00	200.91	200.91

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
FNMA 0.375 8/25/2025	3135G05X7	0.000	2/25/2025	8/25/2025	0.00	0.00	468.75	468.75
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	2/28/2025	1/31/2028	0.00	0.00	840.46	840.46
Orange County Investment Pool LGIP	LGIP9LC	0.000	2/28/2025	N/A	0.00	0.00	59.27	59.27
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	2/28/2025	12/30/2027	0.00	0.00	955.65	955.65
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	2/28/2025	3/31/2025	0.00	0.00	59.35	59.35
US Bank Custodian MM	MM65000	0.000	2/28/2025	N/A	0.00	0.00	2,706.66	2,706.66
Live Oak Banking NC 0.5 2/10/2026	538036NE0	0.000	3/1/2025	2/10/2026	0.00	0.00	95.51	95.51
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	0.000	3/2/2025	6/2/2025	0.00	0.00	143.26	143.26
Apex Bank TN 0.95 5/8/2025	03753XBK5	0.000	3/8/2025	5/8/2025	0.00	0.00	181.46	181.46
FFCB 0.8 3/9/2026-23	3133EMSU7	0.000	3/9/2025	3/9/2026	0.00	0.00	1,000.00	1,000.00
FHLB 0.6 3/10/2026-21	3130ALFX7	0.000	3/10/2025	3/10/2026	0.00	0.00	750.00	750.00
FFCB 1.68 3/10/2027	3133ENRD4	0.000	3/10/2025	3/10/2027	0.00	0.00	2,100.00	2,100.00
FHLB 0.5 3/10/2025-21	3130ALDZ4	0.000	3/10/2025	3/10/2025	0.00	0.00	625.00	625.00
Medallion Bank UT 0.6 7/15/2025	58404DHM6	0.000	3/15/2025	7/15/2025	0.00	0.00	114.61	114.61
FHLB 0.75 3/16/2026-21	3130ALF33	0.000	3/16/2025	3/16/2026	0.00	0.00	937.50	937.50
Evergreen Bank IL 4 12/16/2026	300185LF0	0.000	3/16/2025	12/16/2026	0.00	0.00	764.05	764.05
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	0.000	3/18/2025	12/18/2025	0.00	0.00	114.61	114.61
UBS Bank UT 0.95 8/25/2026	90348JS50	0.000	3/25/2025	8/25/2026	0.00	0.00	181.46	181.46
BMW Bank UT 0.5 9/25/2025	05580AXF6	0.000	3/25/2025	9/25/2025	0.00	0.00	617.38	617.38
FFCB 0.94 9/28/2026-22	3133EM6E7	0.000	3/28/2025	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	3/28/2025	3/28/2025	0.00	0.00	306.99	306.99
FFCB 0.53 9/29/2025-21	3133EMBH4	0.000	3/29/2025	9/29/2025	0.00	0.00	1,325.00	1,325.00
FHLMC 0.4 9/30/2025-21	3134GWVP8	0.000	3/30/2025	9/30/2025	0.00	0.00	500.00	500.00
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	0.000	3/30/2025	12/30/2027	0.00	0.00	988.60	988.60
FHLB 0.85 3/30/2026-21	3130ANY79	0.000	3/30/2025	3/30/2026	0.00	0.00	1,062.50	1,062.50
Baycoast Bank MA 0.9 3/31/2025	072727BG4	0.000	3/31/2025	3/31/2025	0.00	0.00	1,112.94	1,112.94
Signature Federal CR 4.4 1/31/2028	82671DAB3	0.000	3/31/2025	1/31/2028	0.00	0.00	930.51	930.51
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	3/31/2025	3/31/2025	0.00	0.00	63.44	63.44
US Bank Custodian MM	MM65000	0.000	3/31/2025	N/A	0.00	0.00	3,679.48	3,679.48
Sub Total / Average Interest					0.00	0.00	43,753.40	43,753.40
Matured								
Transportation Alliance Bank 0.4 1/30/2025	89388CFD5	0.000	1/30/2025	1/30/2025	247,000.00	247,000.00	0.00	247,000.00
FFCB 0.32 2/3/2025-21	3133EMPV8	0.000	2/3/2025	2/3/2025	250,000.00	250,000.00	0.00	250,000.00
FHLB 0.625 2/24/2025-22	3130ANQ86	0.000	2/24/2025	2/24/2025	250,000.00	250,000.00	0.00	250,000.00
FHLB 0.5 3/10/2025-21	3130ALDZ4	0.000	3/10/2025	3/10/2025	250,000.00	250,000.00	0.00	250,000.00
BMO Harris Bank IL 0.5 3/28/2025-20	05600XAY6	0.000	3/28/2025	3/28/2025	249,000.00	249,000.00	0.00	249,000.00
Baycoast Bank MA 0.9 3/31/2025	072727BG4	0.000	3/31/2025	3/31/2025	248,000.00	248,000.00	0.00	248,000.00
First Commercial Bank MS 0.3 3/31/2025	31984GFK0	0.000	3/31/2025	3/31/2025	249,000.00	249,000.00	0.00	249,000.00
Sub Total / Average Matured					1,743,000.00	1,743,000.00	0.00	1,743,000.00

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 3/31/2025

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
01. LAIF Policy - 75M Per Account									
LAIF LGIP	LGIP0012	6/30/2010	4.313	1,186.82	1,186.82	1,186.82	N/A	1	0.01
Sub Total / Average 01. LAIF Policy - 75M Per Account			4.313	1,186.82	1,186.82	1,186.82		1	0.01
03. Miscellaneous Cash (Petty Emergency)									
Miscellaneous Cash	CASH	6/30/2015	0.000	14,000.00	14,000.00	14,000.00	N/A	1	0.09
Sub Total / Average 03. Miscellaneous Cash (Petty Emergency)			0.000	14,000.00	14,000.00	14,000.00		1	0.09
04. Negotiable CD30%									
Flagstar Bank MI 1.25 4/30/2025	33847E3A3	4/30/2020	1.250	248,000.00	248,000.00	247,357.68	4/30/2025	30	1.59
Apex Bank TN 0.95 5/8/2025	03753XBK5	5/8/2020	0.950	249,000.00	249,000.00	248,116.05	5/8/2025	38	1.59
Seattle Bank WA 0.75 6/2/2025-20	81258PKJ1	6/2/2020	0.750	249,000.00	249,000.00	247,481.10	6/2/2025	63	1.59
Medallion Bank UT 0.6 7/15/2025	58404DHM6	7/15/2020	0.600	249,000.00	249,000.00	246,330.72	7/15/2025	106	1.58
BMW Bank UT 0.5 9/25/2025	05580AXF6	9/25/2020	0.500	249,000.00	249,000.00	244,520.49	9/25/2025	178	1.57
Texas Exchange Bank TX 0.6 12/18/2025	88241TJR2	12/18/2020	0.600	249,000.00	249,000.00	242,710.26	12/18/2025	262	1.56
JPMorgan Chase OH 0.5 12/29/2025-21	48128UUZ0	12/29/2020	0.500	249,000.00	249,000.00	242,299.41	12/29/2025	273	1.56
Live Oak Banking NC 0.5 2/10/2026	538036NE0	2/10/2021	0.500	249,000.00	249,000.00	241,343.25	2/10/2026	316	1.55
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	7/29/2021	0.950	248,000.00	248,000.00	238,015.52	7/29/2026	485	1.53
UBS Bank UT 0.95 8/25/2026	90348JS50	8/25/2021	0.950	249,000.00	249,000.00	238,385.13	8/25/2026	512	1.53
Capital One Bank VA 1.1 11/17/2026	14042TDW4	11/17/2021	1.100	248,000.00	248,000.00	236,445.68	11/17/2026	596	1.52
Evergreen Bank IL 4 12/16/2026	300185LF0	12/16/2022	4.000	249,000.00	249,000.00	248,643.93	12/16/2026	625	1.60
Discover Bank3.4 7/6/2027	254673L38	7/6/2022	3.400	245,000.00	245,000.00	241,334.80	7/6/2027	827	1.55
Alliant Credit Union IL 4.85 12/30/2027	01882MAA0	12/30/2022	4.850	248,000.00	248,000.00	252,731.84	12/30/2027	1,004	1.62
Signature Federal CR 4.4 1/31/2028	82671DAB3	1/31/2023	4.400	249,000.00	249,000.00	250,904.85	1/31/2028	1,036	1.61
Sub Total / Average 04. Negotiable CD30%			1.703	3,727,000.00	3,727,000.00	3,666,620.71		424	23.57
05. US Agency - No Limit									
FHLMC 0.7 5/13/2025-21	3134GVSY5	5/13/2020	0.635	500,000.00	501,600.00	497,895.00	5/13/2025	43	3.20
FFCB 0.6 6/16/2025-22	3133EMH47	6/17/2021	0.530	250,000.00	250,687.50	248,030.00	6/16/2025	77	1.59
FNMA 0.6 7/29/2025-22	3136G4D75	12/18/2020	0.459	250,000.00	251,610.25	246,970.00	7/29/2025	120	1.59
FNMA 0.5 8/14/2025-23	3135G05S8	4/29/2021	0.606	250,000.00	248,875.00	246,560.00	8/14/2025	136	1.58
FNMA 0.375 8/25/2025	3135G05X7	11/12/2020	0.440	250,000.00	249,231.00	246,157.50	8/25/2025	147	1.58
FFCB 0.53 9/29/2025-21	3133EMB44	6/17/2021	0.649	500,000.00	497,500.00	490,885.00	9/29/2025	182	3.16

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity	% of Portfolio
FHLMC 0.4 9/30/2025-21	3134GWVP8	9/30/2020	0.400	250,000.00	250,000.00	245,265.00	9/30/2025	183	1.58
FHLMC 0.65 10/27/2025-21	3134GW5R3	5/25/2021	0.650	375,000.00	375,000.00	367,128.75	10/27/2025	210	2.36
FHLMC 0.45 10/29/2025-21	3134GW3J3	4/22/2021	0.608	250,000.00	248,237.50	244,632.50	10/29/2025	212	1.57
FNMA 0.54 11/3/2025-22	3135GA2G5	10/30/2020	0.459	500,000.00	501,999.50	489,255.00	11/3/2025	217	3.14
FNMA 0.56 11/17/2025-22	3135GA2Z3	11/17/2020	0.540	325,000.00	325,322.73	317,677.75	11/17/2025	231	2.04
FNMA 0.58 11/25/2025-22	3135GA5E7	11/30/2020	0.499	250,000.00	250,983.75	244,195.00	11/25/2025	239	1.57
FFCB 0.47 12/22/2025-22	3133EMLC4	12/22/2020	0.410	250,000.00	250,747.00	243,497.50	12/22/2025	266	1.57
FFCB 0.45 2/2/2026-23	3133EMPD8	3/2/2021	0.730	300,000.00	295,947.00	290,865.00	2/2/2026	308	1.87
FHLB 0.53 2/10/2026	3130AKWW2	8/19/2021	0.667	310,000.00	308,124.50	300,501.60	2/10/2026	316	1.93
FHLB 0.625 2/24/2026-21	3130AL7M0	3/2/2021	0.749	250,000.00	248,487.50	242,535.00	2/24/2026	330	1.56
FFCB 0.8 3/9/2026-23	3133EMSU7	9/24/2021	0.736	250,000.00	250,702.50	242,327.50	3/9/2026	343	1.56
FHLB 0.6 3/10/2026-21	3130ALFX7	3/10/2021	0.743	250,000.00	248,237.50	241,842.50	3/10/2026	344	1.55
FHLB 0.75 3/16/2026-21	3130ALF33	3/24/2021	0.750	250,000.00	250,000.00	241,962.50	3/16/2026	350	1.56
FHLB 0.85 3/30/2026-21	3130ANY79	11/10/2021	0.950	250,000.00	248,927.50	241,930.00	3/30/2026	364	1.56
FHLMC 1.03 4/29/2026-22	3130ALZM9	4/29/2021	0.906	250,000.00	251,507.75	241,792.50	4/29/2026	394	1.55
FHLB 0.875 5/26/2026-21	3130AMHB1	5/28/2021	0.834	250,000.00	250,500.00	240,850.00	5/26/2026	421	1.55
FFCB 0.9 6/15/2026-22	3133EMH21	6/17/2021	0.834	250,000.00	250,800.00	240,140.00	6/15/2026	441	1.54
FFCB 0.94 9/28/2026-22	3133EM6E7	9/28/2021	0.869	250,000.00	250,862.50	238,857.50	9/28/2026	546	1.54
FHLMC 0.8 10/27/2026-21	3134GW4C7	11/10/2021	1.065	250,000.00	246,800.00	237,920.00	10/27/2026	575	1.53
FHLB 3.125 10/29/2026-24	3130ARUF6	5/12/2022	3.125	250,000.00	250,000.00	246,675.00	10/29/2026	577	1.59
FFCB 1.46 11/30/2026-23	3133ENFP0	11/30/2021	1.320	250,000.00	251,687.50	239,732.50	11/30/2026	609	1.54
FFCB 1.68 3/10/2027	3133ENRD4	3/17/2022	2.200	250,000.00	243,898.50	239,472.50	3/10/2027	709	1.54
FHLB 3 4/21/2027-23	3130ARJF9	4/21/2022	3.000	250,000.00	250,000.00	244,715.00	4/21/2027	751	1.57
Sub Total / Average 05. US Agency - No Limit			0.868	8,310,000.00	8,298,276.98	8,100,268.10		311	52.06
06. US Treasury - No Limit									
T-Note 0.375 4/30/2025	912828ZL7	8/19/2021	0.450	250,000.00	249,312.75	249,215.00	4/30/2025	30	1.60
T-Note 0.25 6/30/2025	912828ZW3	4/22/2021	0.515	250,000.00	247,256.86	247,507.50	6/30/2025	91	1.59
T-Note 0.375 1/31/2026	91282CBH3	4/29/2021	0.720	250,000.00	245,973.50	242,395.00	1/31/2026	306	1.56
T-Note 0.625 7/31/2026	91282CCP4	9/24/2021	0.750	250,000.00	248,512.75	239,200.00	7/31/2026	487	1.54
Sub Total / Average 06. US Treasury - No Limit			0.607	1,000,000.00	991,055.86	978,317.50		226	6.29
07. US Bank MM Custody Policy 50%									
US Bank Custodian MM	MM65000	7/31/2020	3.970	1,015,624.76	1,015,624.76	1,015,624.76	N/A	1	6.53
Sub Total / Average 07. US Bank MM Custody Policy 50%			3.970	1,015,624.76	1,015,624.76	1,015,624.76		1	6.53
09. Pacific Premier Bank Policy - n/a									
Pacific Premier Bank Checking Cash	MM0831	5/28/2020	1.250	1,781,974.92	1,781,974.92	1,781,974.92	N/A	1	11.45
Sub Total / Average 09. Pacific Premier Bank Policy - n/a			1.250	1,781,974.92	1,781,974.92	1,781,974.92		1	11.45
Total / Average			1.294	15,849,786.50	15,829,119.34	15,557,992.81		276	100

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 3/31/2025

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS OPEB Trust					
Baird Aggregate Bond Fund	057071854	Mutual Fund	14,543.71	140,253.67	142,964.71
Cohen & Steers Instl Realty	19247U106	Mutual Fund	1,968.87	101,389.34	96,651.39
Columbia Contrarian Fund	19766M709	Mutual Fund	8,115.83	261,355.42	282,186.18
Columbia Small Cap Growth Inst3	19765Y340	Mutual Fund	487.89	13,426.67	12,675.33
Dodge Cox Income	256210105	Mutual Fund	10,668.43	134,408.65	134,422.04
Emerald Growth	317609253	Mutual Fund	512.71	12,474.61	11,576.87
Fidelity International	315911727	Mutual Fund	2,904.33	144,636.54	149,050.06
Goldman Sachs	38147N293	Mutual Fund	2,716.11	61,819.77	57,500.01
Hartford Schroders	41665X859	Mutual Fund	6,678.34	107,642.11	113,865.90
iShares Core US Aggregate	464287226	Mutual Fund	1,038.00	101,073.24	102,678.96
Lazard CI List Infrastructure	52106N459	Mutual Fund	2,979.63	49,552.96	49,461.95
MFS International	552746356	Mutual Fund	1,287.38	49,781.41	55,562.72
Nyli Cbre Global Infrastructure	56064L298	Mutual Fund	3,467.54	45,462.89	47,886.77
Nyli MacKay	56063N881	Mutual Fund	5,134.05	26,402.31	26,491.75
PGIM Total Return Bond	74440B884	Mutual Fund	11,149.71	144,694.09	134,130.44
Putnam Core Equity Fund Y	74676P839	Mutual Fund	2,937.69	127,502.61	120,826.94
Schwab US Large Cap EFT	808524201	Mutual Fund	39,541.00	909,330.43	873,065.28
Undiscovered	904504479	Mutual Fund	514.21	39,950.90	41,688.39
US Bank PARS OPEB Trust MM	MM4900	Money Market	71,509.42	71,509.42	71,509.42
Sub Total / Average PARS OPEB Trust			188,154.85	2,542,667.04	2,524,195.11
Total / Average			188,154.85	2,542,667.04	2,524,195.11

Mesa Water District
Transactions Summary
Quarterly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: PARS OPEB Trust
Begin Date: 12/31/2024, End Date: 03/31/2025

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Baird Aggregate Bond Fund	057071854	0.000	1/28/2025	N/A	43.004	416.71	0.00	416.71
Nyli MacKay	56063N881	0.000	1/31/2025	N/A	27.015	141.02	0.00	141.02
PGIM Total Return Bond	74440B884	0.000	1/31/2025	N/A	45.853	544.27	0.00	544.27
Baird Aggregate Bond Fund	057071854	0.000	2/28/2025	N/A	44.74	440.24	0.00	440.24
Nyli MacKay	56063N881	0.000	2/28/2025	N/A	24.921	130.09	0.00	130.09
PGIM Total Return Bond	74440B884	0.000	2/28/2025	N/A	41.147	497.47	0.00	497.47
Goldman Sachs	38147N293	0.000	3/5/2025	N/A	467.071	10,000.00	0.00	10,000.00
Hartford Schroders	41665X859	0.000	3/5/2025	N/A	2,596.653	45,000.00	0.00	45,000.00
Undiscovered	904504479	0.000	3/5/2025	N/A	30.709	2,500.00	0.00	2,500.00
Schwab US Large Cap EFT	808524201	0.000	3/5/2025	N/A	135.00	3,080.70	0.00	3,080.70
Fidelity International	315911727	0.000	3/5/2025	N/A	188.395	10,000.00	0.00	10,000.00
Lazard CI List Infrastructure	52106N459	0.000	3/21/2025	N/A	7.649	124.91	0.00	124.91
Baird Aggregate Bond Fund	057071854	0.000	3/27/2025	N/A	49.409	481.74	0.00	481.74
Nyli Cbre Global Infrastructure	56064L298	0.000	3/31/2025	N/A	13.581	187.55	0.00	187.55
Cohen & Steers Instl Realty	19247U106	0.000	3/31/2025	N/A	13.266	651.21	0.00	651.21
Nyli MacKay	56063N881	0.000	3/31/2025	N/A	27.512	141.96	0.00	141.96
PGIM Total Return Bond	74440B884	0.000	3/31/2025	N/A	43.429	522.45	0.00	522.45
Sub Total / Average Buy					3,799.354	74,860.32	0.00	74,860.32
Dividend								
Baird Aggregate Bond Fund	057071854	0.000	1/28/2025	N/A	0.00	0.00	416.71	416.71
Nyli MacKay	56063N881	0.000	1/31/2025	N/A	0.00	0.00	141.02	141.02
PGIM Total Return Bond	74440B884	0.000	1/31/2025	N/A	0.00	0.00	544.27	544.27
iShares Core US Aggregate	464287226	0.000	2/6/2025	N/A	0.00	0.00	334.55	334.55
Baird Aggregate Bond Fund	057071854	0.000	2/26/2025	N/A	0.00	0.00	440.24	440.24
Nyli MacKay	56063N881	0.000	2/28/2025	N/A	0.00	0.00	130.09	130.09
PGIM Total Return Bond	74440B884	0.000	2/28/2025	N/A	0.00	0.00	497.47	497.47
iShares Core US Aggregate	464287226	0.000	3/6/2025	N/A	0.00	0.00	315.75	315.75
Baird Aggregate Bond Fund	057071854	0.000	3/27/2025	N/A	0.00	0.00	481.74	481.74
Dodge Cox Income	256210105	0.000	3/27/2025	N/A	0.00	0.00	1,429.57	1,429.57
Nyli Cbre Global Infrastructure	56064L298	0.000	3/31/2025	N/A	0.00	0.00	187.55	187.55
Cohen & Steers Instl Realty	19247U106	0.000	3/31/2025	N/A	0.00	0.00	651.21	651.21
Lazard CI List Infrastructure	52106N459	0.000	3/31/2025	N/A	0.00	0.00	124.91	124.91

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Nyli MacKay	56063N881	0.000	3/31/2025	N/A	0.00	0.00	141.96	141.96
Schwab US Large Cap EFT	808524201	0.000	3/31/2025	N/A	0.00	0.00	2,641.34	2,641.34
PGIM Total Return Bond	74440B884	0.000	3/31/2025	N/A	0.00	0.00	522.45	522.45
Sub Total / Average Dividend					0.00	0.00	9,000.83	9,000.83
Interest								
US Bank PARS OPEB Trust MM	MM4900	0.000	1/31/2025	N/A	0.00	0.00	278.07	278.07
US Bank PARS OPEB Trust MM	MM4900	0.000	1/31/2025	N/A	0.00	0.00	0.11	0.11
US Bank PARS OPEB Trust MM	MM4900	0.000	2/28/2025	N/A	0.00	0.00	277.63	277.63
US Bank PARS OPEB Trust MM	MM4900	0.000	3/31/2025	N/A	0.00	0.00	247.88	247.88
Sub Total / Average Interest					0.00	0.00	803.69	803.69
Sell								
Cohen & Steers Instl Realty	19247U106	0.000	3/4/2025	N/A	1,196.649	60,000.00	0.00	60,000.00
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	17.781	214.083	0.00	214.08
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	18.815	226.533	0.00	226.53
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	19.119	230.193	0.00	230.19
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	20.015	240.981	0.00	240.98
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	38.333	461.529	0.00	461.53
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	59.757	719.474	0.00	719.47
PGIM Total Return Bond	74440B884	0.000	3/5/2025	N/A	158.406	1,907.208	0.00	1,907.21
Sub Total / Average Sell					1,528.875	64,000.001	0.00	64,000.00

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 3/31/2025

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS Pension Trust					
Baird Aggregate Bond Fund	057071854	Mutual Fund	85,621.41	825,310.82	841,658.53
Cohen & Steers Instl Realty	19247U106	Mutual Fund	11,386.87	589,269.06	558,981.79
Columbia Contrarian Fund	19766M709	Mutual Fund	48,465.86	1,545,798.20	1,685,157.53
Columbia Small Cap Growth Inst3	19765Y340	Mutual Fund	2,923.52	80,455.22	75,953.00
Dodge Cox Income	256210105	Mutual Fund	63,934.47	806,406.22	805,574.37
Emerald Growth	317609253	Mutual Fund	3,072.33	74,930.62	69,373.17
Fidelity International	315911727	Mutual Fund	17,752.00	883,982.16	911,032.80
Goldman Sachs	38147N293	Mutual Fund	16,354.32	372,247.13	346,220.80
Hartford Schroders	41665X859	Mutual Fund	40,909.08	666,516.37	697,499.72
iShares Core US Aggregate	464287226	Mutual Fund	6,221.00	605,637.67	615,381.32
Lazard CI List Infrastructure	52106N459	Mutual Fund	17,381.22	289,058.98	288,528.19
MFS International	552746356	Mutual Fund	7,764.50	287,560.48	335,115.89
Nyli Cbre Global Infrastructure	56064L298	Mutual Fund	20,965.88	273,978.99	289,538.76
Nyli MacKay	56063N881	Mutual Fund	32,912.03	169,252.86	169,826.04
PGIM Total Return Bond	74440B884	Mutual Fund	67,228.47	891,115.82	808,758.53
Putnam Core Equity Fund Y	74676P839	Mutual Fund	17,605.95	764,318.42	724,132.85
Schwab US Large Cap EFT	808524201	Mutual Fund	237,096.00	5,412,993.18	5,235,079.68
Undiscovered	904504479	Mutual Fund	3,076.45	236,833.88	249,406.50
US Bank PARS Pension Trust MM	MM4901	Money Market	425,009.18	425,009.18	425,009.18
Sub Total / Average PARS Pension Trust			1,125,680.54	15,200,675.26	15,132,228.65
Total / Average			1,125,680.54	15,200,675.26	15,132,228.65

Mesa Water District
Transactions Summary
Quarterly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: PARS Pension Trust
Begin Date: 12/31/2024, End Date: 03/31/2025

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Baird Aggregate Bond Fund	057071854	0.000	1/28/2025	N/A	257.705	2,497.16	0.00	2,497.16
Nyli MacKay	56063N881	0.000	1/31/2025	N/A	173.188	904.04	0.00	904.04
Baird Aggregate Bond Fund	057071854	0.000	2/26/2025	N/A	268.109	2,638.19	0.00	2,638.19
Nyli MacKay	56063N881	0.000	2/28/2025	N/A	159.759	833.94	0.00	833.94
Goldman Sachs	38147N293	0.000	3/5/2025	N/A	2,802.429	60,000.00	0.00	60,000.00
Hartford Schroders	41665X859	0.000	3/5/2025	N/A	16,733.987	290,000.00	0.00	290,000.00
Undiscovered	904504479	0.000	3/5/2025	N/A	307.088	25,000.00	0.00	25,000.00
Columbia Contrarian Fund	19766M709	0.000	3/5/2025	N/A	3,950.617	144,000.00	0.00	144,000.00
Schwab US Large Cap EFT	808524201	0.000	3/5/2025	N/A	929.00	21,199.78	0.00	21,199.78
MFS International	552746356	0.000	3/5/2025	N/A	883.002	40,000.00	0.00	40,000.00
Fidelity International	315911727	0.000	3/5/2025	N/A	1,130.369	60,000.00	0.00	60,000.00
Lazard CI List Infrastructure	52106N459	0.000	3/21/2025	N/A	44.621	728.66	0.00	728.66
Baird Aggregate Bond Fund	057071854	0.000	3/27/2025	N/A	290.884	2,836.12	0.00	2,836.12
Nyli Cbre Global Infrastructure	56064L298	0.000	3/31/2025	N/A	82.114	1,133.99	0.00	1,133.99
Cohen & Steers Instl Realty	19247U106	0.000	3/31/2025	N/A	76.722	3,766.28	0.00	3,766.28
Nyli MacKay	56063N881	0.000	3/31/2025	N/A	176.366	910.05	0.00	910.05
Sub Total / Average Buy					28,265.96	656,448.21	0.00	656,448.21
Dividend								
Baird Aggregate Bond Fund	057071854	0.000	1/28/2025	N/A	0.00	0.00	2,497.16	2,497.16
Nyli MacKay	56063N881	0.000	1/31/2025	N/A	0.00	0.00	904.04	904.04
PGIM Total Return Bond	74440B884	0.000	1/31/2025	N/A	0.00	0.00	3,223.57	3,223.57
iShares Core US Aggregate	464287226	0.000	2/6/2025	N/A	0.00	0.00	2,005.03	2,005.03
Baird Aggregate Bond Fund	057071854	0.000	2/26/2025	N/A	0.00	0.00	2,638.19	2,638.19
Nyli MacKay	56063N881	0.000	2/28/2025	N/A	0.00	0.00	833.94	833.94
PGIM Total Return Bond	74440B884	0.000	2/28/2025	N/A	0.00	0.00	2,935.12	2,935.12
iShares Core US Aggregate	464287226	0.000	3/6/2025	N/A	0.00	0.00	1,892.35	1,892.35
Lazard CI List Infrastructure	52106N459	0.000	3/21/2025	N/A	0.00	0.00	728.66	728.66
Baird Aggregate Bond Fund	057071854	0.000	3/27/2025	N/A	0.00	0.00	2,836.12	2,836.12
Dodge Cox Income	256210105	0.000	3/27/2025	N/A	0.00	0.00	8,567.22	8,567.22
Nyli Cbre Global Infrastructure	56064L298	0.000	3/31/2025	N/A	0.00	0.00	1,133.99	1,133.99
Cohen & Steers Instl Realty	19247U106	0.000	3/31/2025	N/A	0.00	0.00	3,766.28	3,766.28
Nyli MacKay	56063N881	0.000	3/31/2025	N/A	0.00	0.00	910.05	910.05

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Schwab US Large Cap EFT	808524201	0.000	3/31/2025	N/A	0.00	0.00	15,838.01	15,838.01
PGIM Total Return Bond	74440B884	0.000	3/31/2025	N/A	0.00	0.00	3,145.78	3,145.78
Sub Total / Average Dividend					0.00	0.00	53,855.51	53,855.51
Interest								
US Bank PARS Pension Trust MM	MM4901	0.000	1/31/2025	N/A	0.00	0.00	2,080.26	2,080.26
US Bank PARS Pension Trust MM	MM4901	0.000	1/31/2025	N/A	0.00	0.00	4.17	4.17
US Bank PARS Pension Trust MM	MM4901	0.000	2/28/2025	N/A	0.00	0.00	2,364.87	2,364.87
US Bank PARS Pension Trust MM	MM4901	0.000	3/31/2025	N/A	0.00	0.00	2,127.41	2,127.41
Sub Total / Average Interest					0.00	0.00	6,576.71	6,576.71
Sell								
Cohen & Steers Instl Realty	19247U106	0.000	3/4/2025	N/A	7,578.779	380,000.00	0.00	380,000.00
Baird Aggregate Bond Fund	057071854	0.000	3/5/2025	N/A	1,527.495	15,000.00	0.00	15,000.00
Sub Total / Average Sell					9,106.274	395,000.00	0.00	395,000.00



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MEMORANDUM

TO: Board of Directors
FROM: Kirk Harper, CPA, Interim Chief Financial Officer
DATE: May 28, 2025
SUBJECT: Fiscal Year 2025 Third Quarter Financial Update

RECOMMENDATION

Receive and file the Fiscal Year 2025 Third Quarter Financial Update.

STRATEGIC PLAN

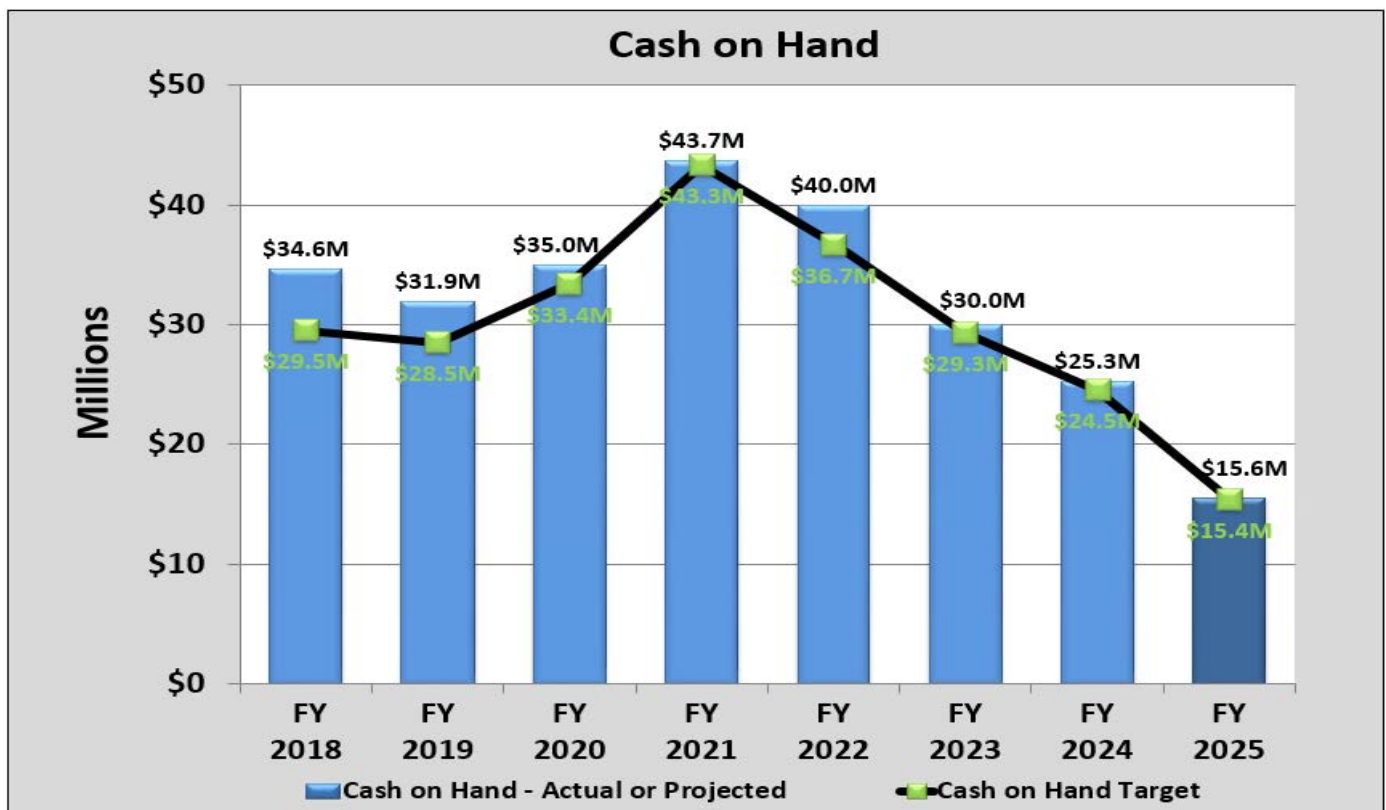
Goal #1: Provide an abundant, local, reliable and safe water supply.
Goal #2: Perpetually renew and improve our infrastructure.
Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At its May 22, 2024 meeting, the Board of Directors (Board) approved the Fiscal Year (FY) 2025 Budget.

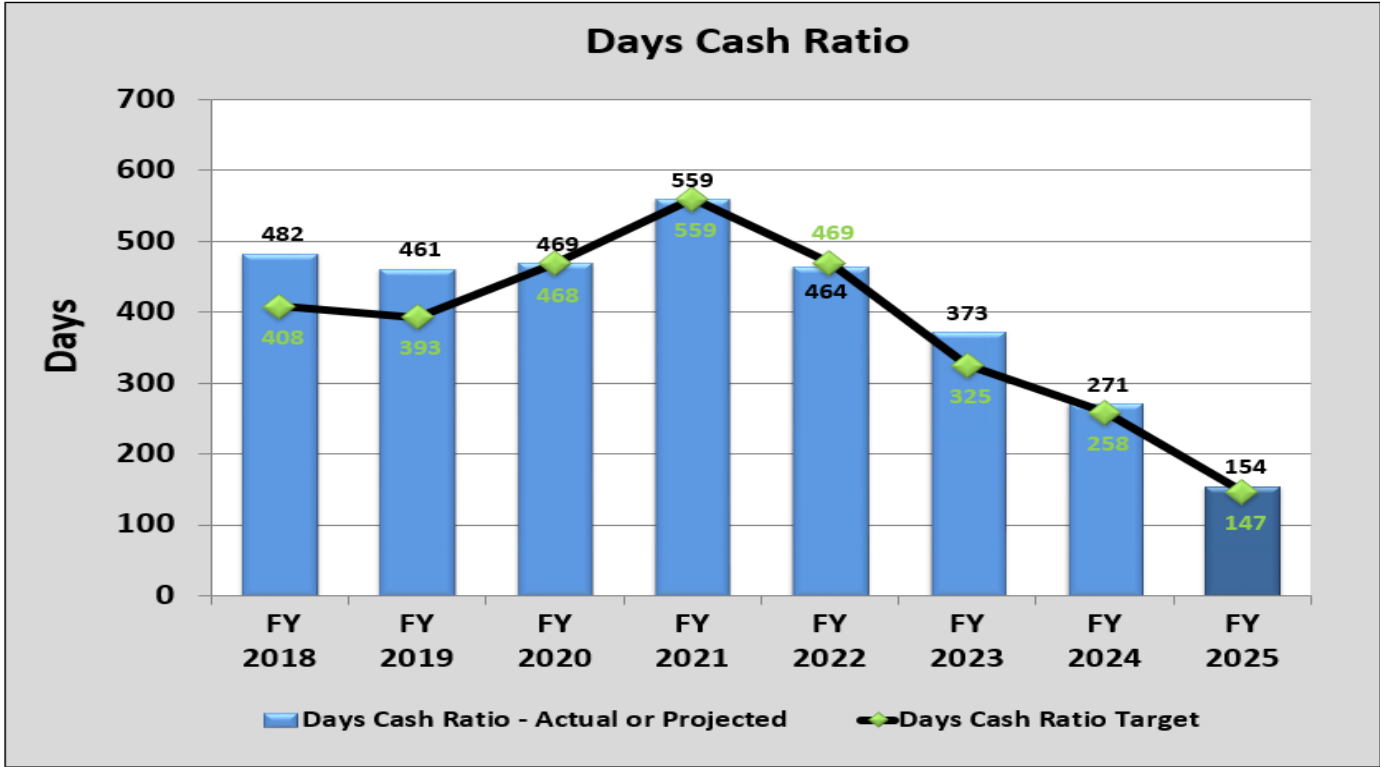
DISCUSSION

Through the third quarter of FY 2025, Cash on Hand totaled \$15,557,993. Cash on Hand of \$15,557,993 is above the forecasted year-end cash balance of \$15,408,732.





Additionally, 154 Days Cash is above the forecasted Days Cash estimate of 147 days at year end by 7 days.



The Current Debt Coverage ratio is 245%, 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 -2.2%.

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

	Acre Feet		
	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Clear Water	10,270	10,296	26
Amber Water	1,650	1,355	(295)
Import Water	-	-	-
Total	11,920	11,652	(268)



Clear and amber water costs have a combined favorable variance of \$86,278 due to production of water being lower than budgeted.

Total operating revenues year-to-date have an unfavorable balance of \$338,547 or approximately -0.8%. This is a result of monthly water consumption being lower than expected. Additionally, operating expenses through the third quarter have a favorable balance of \$907,334 or approximately 3.2%. This is predominantly a result of lower than budgeted Transmission and Distribution expenses, General and Administrative expenses, and total water production costs. As a result, operating income through March 31, 2025 has a favorable balance of \$530,747 or approximately 5.5%.

In addition, non-operating revenue, net of expenses, through the third quarter of FY 2025 has a favorable balance of \$1,153,450 or approximately 76.3%. This is mostly due to investment earnings.

Overall, the Change in Net Position has a favorable balance of \$1,386,935 or approximately 15.4% through March 31, 2025.

ATTACHMENTS

Attachment A: Statement of Revenues, Expenses and Changes in Net Position for the Nine Months Ended 3/31/2025



Statement of Revenues, Expenses and Changes in Net Position For the Nine Months Ended 3/31/2025

	FY2025 YTD BUDGET	FY2025 YTD ACTUAL	Variance
<i>OPERATING REVENUES:</i>			
Water consumption sales	\$ 27,697,223	\$ 27,298,491	\$ (398,732)
Monthly meter service charge	5,965,533	6,084,001	118,468
Capital Charge	7,965,684	7,800,415	(165,269)
Recycled water sales	1,091,425	990,635	(100,790)
Other charges and services	296,250	504,026	207,776
TOTAL OPERATING REVENUES	43,016,115	42,677,568	(338,547)
<i>OPERATING EXPENSES:</i>			
Imported sources of supply	420,600	308,252	112,348
Basin managed water	-	-	-
Clear water cost	8,757,478	8,861,147	(103,669)
Amber water cost	2,039,065	1,849,118	189,947
Recycled water	681,626	602,996	78,630
Transmission and distribution	7,371,899	6,749,950	621,949
General and administrative	9,232,623	9,224,493	8,130
TOTAL OPERATING EXPENSES	28,503,291	27,595,957	907,334
OPERATING INCOME BEFORE DEPRECIATION AND AMORTIZATION:	14,512,824	15,081,611	568,787
Depreciation and amortization	(4,875,003)	(4,913,043)	(38,040)
OPERATING INCOME (LOSS)	9,637,821	10,168,568	530,747
<i>NONOPERATING REVENUES / (EXPENSES):</i>			
Investment earnings	76,125 *	1,225,935 *	1,149,810
Interest expense - long term debt	(1,570,649)	(1,593,584)	(22,935)
Gain (Loss) on sale/disposition of capital assets, net	(18,750)	5,098	23,848
Other non-operating, net	(3,750)	(1,023)	2,727
NONOPERATING REVENUES / (EXPENSES)	(1,517,024)	(363,574)	1,153,450
INCOME BEFORE CAPITAL CONTRIBUTIONS	8,120,797	9,804,994	1,684,197
<i>CAPITAL CONTRIBUTIONS:</i>			
Capacity and installation charges	345,000	135,671	(209,329)
Capital Grant (includes LRP)	288,273	222,404	(65,869)
Developers and others	255,000	232,936	(22,064)
TOTAL CAPITAL CONTRIBUTIONS	888,273	591,011	(297,262)
CHANGE IN NET POSITION	\$ 9,009,070	\$ 10,396,005	\$ 1,386,935

* Includes Pension Trust Earnings.



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MEMORANDUM

TO: Board of Directors
FROM: Denise Khalifa, Chief Administrative Officer
DATE: May 28, 2025
SUBJECT: Quarterly Training Report

RECOMMENDATION

Receive the Quarterly Training Report for January 1, 2025 to March 31, 2025.

STRATEGIC PLAN

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

DISCUSSION

As part of the Board of Directors' (Board) approved 2025 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, 2025 to March 31, 2025.

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:

- AC Pipe
- Radio Protocols
- Bloodborne Pathogens
- Hazard Communication
- 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:

- Traffic Control and Flagger – Sessions 1 & 2
- New Hire Safety Orientation
- HAZWOPER
- AC Pipe Initial
- AC Pipe Refresher
- Accident Investigation Training



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

Distribution and Treatment Certification Renewals – Required Continuing Education Hours (within the last three years)				
Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
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, 2025 to March 31, 2025



FY 2025 Quarterly Training Report

3rd Quarter January 1, 2025 - March 31, 2025

Postion	Department	Date of Training	Type of Training	Organization
Department Assistant	Administrative Services	1/10/2025	California Public Records Act 2024 Update	California Special Districts Association
Chief Administrative Officer	Administrative Services	1/10/2025	Vacancies Front & Center: Tools and Tips to Comply with AB 2561	Liebert Cassidy Whitmore
Water Quality and Compliance Supervisor	Water Operations	1/21/2025	Moving on from the LCRR Service Line Inventory to Address the LCRI	CA-NV American Water Works Association (AWWA)
Chief Administrative Officer	Administrative Services	1/22/2025	Public Sector Employment Law Update	Liebert Cassidy Whitmore
Senior Civil Engineer	Engineering	1/23/2025	Pipeline Management: Is Your Data Ready for Action?	AWWA
Public Affairs Specialist	Public Affairs	1/30/2025	Five Ways to Improve Your Writing Process	Public Relations Society of America (PRSA)
Chief Administrative Officer	Administrative Services	2/5/2025	New Requirements for Public Sector Employers	California Special Districts Association
Water Use Efficiency and Education Coordinator	Public Affairs	2/5/2025	Time Management Essentials	Franklin Covey
Executive Assistant to the General Manager	Administrative Services	2/25/2025	Delivering Constructive Criticism: A Practical Guide to Giving and Receiving Feedback	Aurora Training Advantage
Human Resources Analyst	Human Resources	3/13/2025	myCalPERS Employer Reports (Cognos) Class	CalPERS
Operator I Senior Operators Water Operations Supervisor Water Quality and Compliance Supervisor Water Quality Technicians	Water Operations	3/19/2025 & 3/26/2025	MWRF Process Overview and Operator Training	Separation Processes, Inc.
Human Resources Analyst	Human Resources	3/20/2025	How to Stop Worrying & Start Living: A Conversation on Workplace Effectiveness	Dale Carnegie
Department Assistant Water Operations Supervisor	Water Operations	3/25/2025	MaintStar Operator Training	MaintStar



FY 2025 Quarterly Training Report

3rd Quarter January 1, 2025 - March 31, 2025

Postion	Department	Date of Training	Type of Training	Organization
Operator I Senior Operators Water Quality Technicians	Water Operations	3/27/2025	Department of Transportation Manifest	Eduware



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MEMORANDUM

TO: Board of Directors
FROM: Andrew D. Wiesner, P.E., District Engineer
DATE: May 28, 2025
SUBJECT: Fiscal Year 2024 Water Loss Audit

RECOMMENDATION

Receive the presentation.

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

Since Fiscal Year (FY) 2017, the Board of Directors (Board) has received an update on the results of the annual Water Loss Audit.

DISCUSSION

Water Loss Regulations

California Senate Bill No. 555 ([SB 555](#)) requires urban retail water suppliers to perform an annual water audit using the American Water Works Association's ([AWWA](#)) Free Water Audit Software. The water audit must be validated by a third-party certified Water Audit Validator. The validated water audit must be submitted to the State Department of Water Resources annually by December 31. Mesa Water District's (Mesa Water®) FY 2024 Validated Water Loss Audit is included as Attachment A.

Water Loss Regulatory Changes

Water Code Section 10608.34 (added by SB 555 in 2015) requires the State Water Resources Control Board (State Water Board) to develop and adopt economically feasible water loss performance standards for urban retail water suppliers. The final rule was adopted on October 19, 2022 and sets performance standards for both "Apparent Losses" and "Real Losses". An example of an Apparent Loss is billing errors, and an example of a Real Loss is a main line break. Each urban retail water supplier was assigned an individual performance standard for Real Loss, and will be required to achieve its Real Loss performance standard by 2028 for compliance. The Real Loss performance standard assigned is the lower of the urban retail water supplier's average baseline Real Loss, or the output of the State's economic model for cost-benefit of water loss reduction. Mesa Water's Real Loss performance standard was assigned as 16.7 gallons per connection per day, which is our average baseline.

Each urban retail water supplier's Apparent Loss performance standard is based on Apparent Losses during the baseline audit years. Mesa Water's Apparent Loss performance standard is 11.4



gallons per connection per day. Exceeding the Apparent Loss standard does not constitute non-compliance but does trigger additional reporting and analysis of Apparent Losses.

Annual Water Loss Audit

The annual water loss audit starts with a water balance for water that entered the distribution system (water supplied) and water that reached customer meters (water sold). The difference between water supplied and water sold is considered water loss. The water loss is further classified and adjusted by production meter and customer meter accuracy testing, estimates of authorized consumption but unmetered water uses, estimates of water theft, and estimates of billing errors. Water losses are characterized as Apparent (or unavoidable) Losses or Real Losses. Costs are applied to the losses, and a total cost impact is calculated for evaluation. Operations data is also used to normalize the water losses to system pressure and number of connections. To compare urban systems (more than 3,000 customers) on the same scale, the Infrastructure Leakage Index (ILI) is calculated as a ratio of the actual water loss to the theoretical minimum water loss given the system pressure, length of main lines, and number of connections based on industry standards.

For each input to the water loss audit, the validity of the input is assessed by the third-party water audit validator based on criteria in AWWA M36 Water Audits and Loss Control Programs, Fourth Edition, as well as the Water Loss Audit Validator Guidance Document. A final data validity score is an output of the Water Audit Software. It is a weighted calculation based on inputs, and normalized to a 100-point scale. A data validity score of 51 or higher indicates actionable data for setting goals and strategies for water loss improvement.

Fiscal Year 2024 Water Loss Audit Results

Table 1 summarizes Mesa Water's Water Loss Audit Key Performance Indicators (KPI), and compares Mesa Water's FY 2024 performance to the agencies that submitted valid water loss audits to the State of California, and locally to Orange County retail water agencies. Of the water supplied by Mesa Water, only 2.5% is attributed to Real Loss from breaks and background leakage, and is considered the Real Loss from leaking infrastructure. Statistics on real water loss percentages from other agencies are not available for comparison. Rather than comparing agencies on percentage of Real Loss, the State standard for comparing Real Loss is normalized to gallons of Real Loss per connection per day. For FY 2024, Mesa Water's Real Loss was calculated to be 12.7 gallons per connection per day. This is in the best 40% in Orange County and in the best quartile in California, and in compliance with the 2028 performance standard of 16.7 gallons per connection per day.

Mesa Water's Apparent Loss in FY 2024 was 9.5 gallons per connection per day. This is in compliance with the 2028 performance standard of 11.4 gallons per connection per day, and is in the bottom 30% for Orange County and California urban retail water suppliers.

ILI is the ratio of the actual Real Loss to the theoretical minimum Real Loss. The lowest achievable ILI should be 1; however, Mesa Water's ILI is 0.7. This is in the best 40% among Orange County and in the best quartile of California urban retail water suppliers. Mesa Water's Water Loss Audit Data Validity Score of 82 is among the best in Orange County and for California urban retail water suppliers.

Table 1. Water Loss Audit Key Performance Indicators

KPI	Mesa Water	California Percentile	MWDOC Member Agency Percentile
Real Loss (as percent of water supplied)	2.5%	NA	NA
Real Loss (Gal/connection/day)	12.7	Best 25%	Best 40%
Apparent Loss (Gal/connection/day)	9.5	Bottom 30%	Bottom 30%
Infrastructure Leakage Index (ILI)	0.7	Best 25%	Best 40%
Data Validity Score	82	Top 1%	Highest Score

Annual Leak Detection. 100 miles of leak detection was completed by MWDOC's leak detection team in April and May 2025. No mainline leaks were reported. 50 of the 55 leaks reported were small drips from connections to customer meters or the meter itself. Table 2 summarizes the leak detection results.

Table 2. FY 2025 Leak Detection Results

Type of Leak	Number	Mesa Water Action
Main Line	0	NA
Service lateral (main to meter)	3	Investigate and repair
Customer plumbing (meter to house)	2	Contact customer
Backflow	0	NA
Meter connection	44	Tighten connections or replace gaskets/fittings
Meter	6	Repair or replace meter



FINANCIAL IMPACT

In Fiscal Year 2025, \$30,000 is budgeted for the Water Loss Audit program; \$21,730 has been spent to date.

ATTACHMENTS

Attachment A: Fiscal Year 2024 Validated Water Loss Audit



AWWA Free Water Audit Software v6.0

FWAS v6.0

American Water Works Association Copyright © 2020, All Rights Reserved.

This spreadsheet-based water audit tool is designed to help quantify and track water losses associated with water distribution systems and identify areas for improved efficiency and cost recovery. It provides a "top-down" summary water audit format and is not meant to take the place of a full-scale, comprehensive water audit format. Auditors are strongly encouraged to refer to the most current edition of AWWA M36 Manual for Water Audits for detailed guidance on the water auditing process and targeting loss reduction levels. This tool contains several separate worksheets. Sheets can be accessed using the tabs at the bottom of the screen, or by clicking the TOC links below.

Table of Contents (TOC)

Start Page	The current sheet. Enter contact information and basic audit details.
Worksheet	Enter the required data on this worksheet to calculate the water balance and data grading.
Interactive Data Grading	Answer questions about operational practices for each audit input, and the data validity grades will automatically populate.
Dashboard	Review NRW components, performance indicators and graphical outputs to evaluate the results of the audit.
Notes	Enter notes to explain how values were calculated, document data sources, and related information about data management practices.
Blank Sheet	By popular demand! A blank sheet. The world is your canvas.
Water Balance	The values entered in the Worksheet automatically populate the Water Balance.
Loss Control Planning	Use this sheet to interpret the results of the audit validity score and performance indicators.
Definitions	Use this sheet to understand the terms used in the audit process.
Service Connection Diagram	Diagrams depicting possible customer service connection line configurations.
Acknowledgements	Acknowledgements for development of the AWWA Free Water Audit Software v6.0.

AWWA Web Resources for Water Loss Control

<https://www.awwa.org/Resources-Tools/Resource-Topics/Water-Loss-Control>

Items referenced in the Free Water Audit Software v6.0 on the web:

Data Grading Matrix v6.0
Example Water Audit v6.0
Water Audit Compiler v6.0
AWWA Reports on Performance Indicators
M36 Manual

Enter Basic Information

Name of Utility:	Mesa Water District
Name of Contact Person:	Karyn Igar
Email:	karyni@mesawater.org
Telephone Ext.:	949-207-5452
City/Town/Municipality:	Costa Mesa
State / Province:	California (CA)
Country:	USA
Audit Preparation Date:	Sep 11 2024
Audit Year:	2024
Audit Year Label:	Fiscal (Fiscal, Calendar, etc)
Audit Period Start Date:	Jul 01 2023
Audit Period End Date:	Jun 30 2024
Volume Reporting Units:	Acre-feet
Water System Structure:	Retail
Water Type:	Potable Water
System ID Number:	CA3010004
Validator Name/ID:	Rachel Davis
Validator Email:	rdavis@mwdoc.com
Estimated Total Population Served by Water Utility:	115,000

Key of Input Acronyms

In order of appearance in the Worksheet

VOS	Volume from Own Sources
VOSEA	VOS Error Adjustment
WI	Water Imported
WIEA	WI Error Adjustment
WE	Water Exported
WEEA	WE Error Adjustment
BMAC	Billed Metered Authorized Consumption
BUAC	Billed Unmetered Authorized Consumption
UMAC	Unbilled Metered Authorized Consumption
UUAC	Unbilled Unmetered Authorized Consumption
SDHE	Systematic Data Handling Errors
CMI	Customer Metering Inaccuracies
UC	Unauthorized Consumption
Lm	Length of mains
Nc	Number of service connections
Lp	Average length of (private) customer service line
AOP	Average Operating Pressure
CRUC	Customer Retail Unit Charge
VPC	Variable Production Cost

Color Key

User input

Calculated

Optional default

Guidance for the Worksheet

Choosing to enter unit of **percent** or **volume**
(applies to VOSEA, WIEA, WEEA, CMI)

choose entry option:

1.00%	percent	or
	volume	25.000

Choosing to enter **default** or **custom input**
(applies to UUAC, SDHE, UC)

choose entry option:

0.25%	default	or
	custom	75.000

Guidance for the Interactive Data Grading

Use acronym buttons in IDG header to navigate among inputs. Acronym Key above.
White = needs answers, orange = complete, clear = not required. Example below.

VOS	VOSEA	WI	WIEA	WE	WEEA	BMAC	BUAC	UMAC	UUAC
SDHE	CMI	UC	Lm	Nc	Lp	AOP	CRUC	VPC	

After clicking an acronym button, answer all visible questions in the order they're presented, choosing best-fit answer

Grade will populate when all visible questions are complete for an input

7

The limiting criteria will be labeled along the right. If only 1 limiting criterion is shown, improving on that criterion will achieve a higher data grade. If multiple limiting criteria are shown, improving on *each* limiting criterion is necessary to achieve a higher data grade. A complete inventory of data grading criteria is available in the Data Grading Matrix v6.0 (see web resources)

Limiting

If you have questions or comments regarding this software please contact us at: wlc@awwa.org



AWWA Free Water Audit Software: Worksheet

FWAS v6.0

American Water Works Association.

Water Audit Report for: **Mesa Water District**Audit Year: **2024****Jul 01 2023 - Jun 30 2024****Fiscal**

Click 'n' to add notes

Click 'g' to determine data validity grade

To edit water system info: [go to start page](#)To access definitions, click the [input name](#)

All volumes to be entered as: ACRE-FEET PER YEAR

[Water Supplied Error Adjustments](#)

choose entry option:

WATER SUPPLIEDVOS
WI
WE

Volume from Own Sources:

 14,669.850

Acre-ft/Yr

Water Imported:

 0.000

Acre-ft/Yr

Water Exported:

 0.000

Acre-ft/Yr

 0.05%

percent

[under-registration](#)

VOSEA

WIEA

WEEA

WATER SUPPLIED: 14,677.189 Acre-ft/Yr**AUTHORIZED CONSUMPTION**BMAC
BUAC
UMAC
UUAC

Billed Metered:

 13,903.540

Acre-ft/Yr

Billed Unmetered:

 0.000

Acre-ft/Yr

Unbilled Metered:

 0.000

Acre-ft/Yr

Unbilled Unmetered:

 136.540

Acre-ft/Yr

choose entry option:

 136.540

acre-ft/yr

AUTHORIZED CONSUMPTION: 14,040.080 Acre-ft/Yr**WATER LOSSES****637.109** Acre-ft/Yr**Apparent Losses**

Default option selected for Systematic Data Handling Errors, with automatic data grading of 3

SDHE
CMI
UC

Systematic Data Handling Errors:

 34.759

Acre-ft/Yr

Customer Metering Inaccuracies:

 203.136

Acre-ft/Yr

Unauthorized Consumption:

 34.759

Acre-ft/Yr

Default option selected for Unauthorized Consumption, with automatic data grading of 3

Apparent Losses: 272.654 Acre-ft/Yr

choose entry option:

 [under-registration](#)**Real Losses****Real Losses: 364.455** Acre-ft/Yr**WATER LOSSES: 637.109** Acre-ft/Yr**NON-REVENUE WATER****NON-REVENUE WATER: 773.649** Acre-ft/Yr**SYSTEM DATA**Lm
Nc

Length of mains:

 317.6

miles

(including fire hydrant lead lengths)

Number of service connections:

 25,680

miles

(active and inactive)

Service connection density:

 81

conn./mile main

Are customer meters typically located at the curbstop/property line?

Lp

Average length of customer service line has been set to zero and a data grading of 10 has been applied

AOP

Average Operating Pressure:

 78.8

psi

COST DATACRUC
VPC

Customer Retail Unit Charge:

 \$5.42

\$/100 cubic feet (ccf)

Variable Production Cost:

 \$854.48

\$/acre-ft

Total Annual Operating Cost**\$36,833,025**

\$/yr (optional input)

WATER AUDIT DATA VALIDITY TIER:***** The Water Audit Data Validity Score is in Tier IV (71-90). See Dashboard tab for additional outputs. *****[go to dashboard](#)

A weighted scale for the components of supply, consumption and water loss is included in the calculation of the Water Audit Data Validity Score

PRIORITY AREAS FOR ATTENTION TO IMPROVE DATA VALIDITY:

Based on the information provided, audit reliability can be most improved by addressing the following components:

1: Volume from Own Sources (VOS)

2: Billed Metered (BMAC)

3: Unauthorized Consumption (UC)

KEY PERFORMANCE INDICATOR TARGETS:

OPTIONAL: If targets exist for the operational performance indicators, they can be input below:

Unit Total Losses: **28.1** gal/conn/dayUnit Apparent Losses: **11.4** gal/conn/dayUnit Real Losses^A: **16.7** gal/conn/dayUnit Real Losses^B: **16.7** gal/mile/day

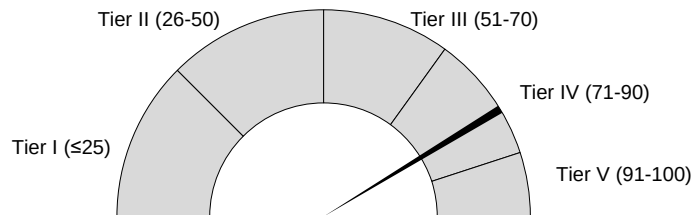
If entered above by user, targets will display on KPI gauges (see Dashboard)



Data Validity

Data Validity Score: **82** Data Validity Tier: **Tier IV (71-90)**

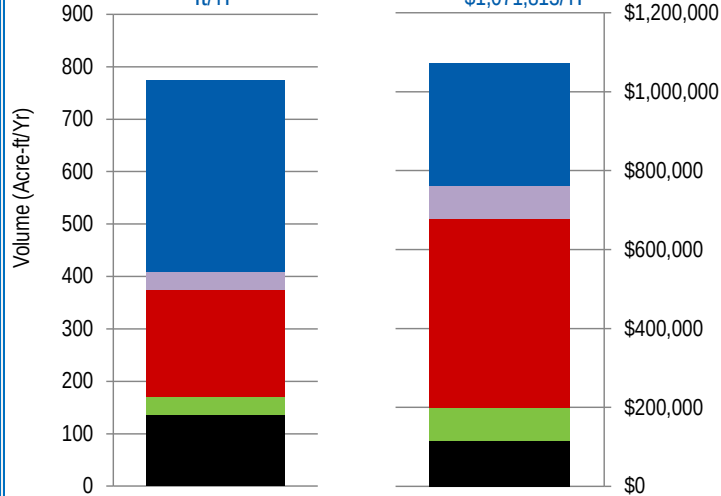
See [Loss Control Planning](#) for Tier Details



NRW Components Summary

Total Volume of NRW = 774 Acre-ft/Yr

Total Cost of NRW = \$1,071,813/Yr



	Real Losses	Unauthorized Consumption
	Systematic Data Handling Errors	Unbilled Unmetered Auth Cons
	Customer Metering Inaccuracies	Unbilled Metered Authorized Cons

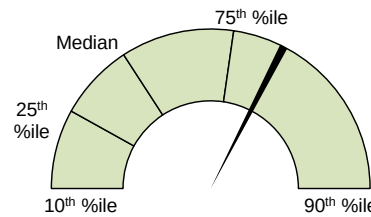
	Volume Acre-ft/Yr	Value \$/Yr	Basis of Valuation
Apparent Losses	272.7	\$643,723	CRUC
Real Losses	364.5	\$311,419	VPC
Unbilled Authorized Cons	136.5	\$116,671	VPC
Non-Revenue Water	773.6	\$1,071,813	Blended

Actual KPI result

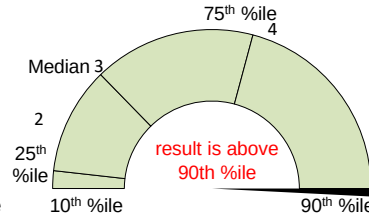
Key Performance Indicators

Target (see Worksheet)

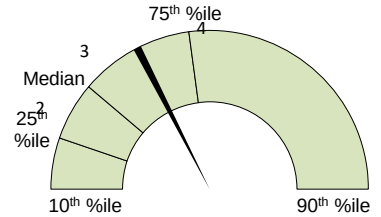
gauge %iles per validated industry ranges²



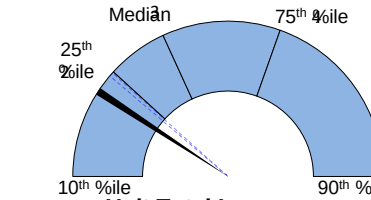
Total Loss Cost Rate
37.19 \$/conn/year



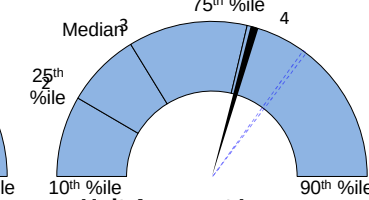
Apparent Loss Cost Rate
25.07 \$/conn/year



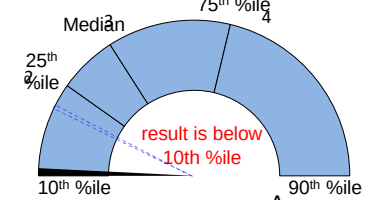
Real Loss Cost Rate
12.13 \$/conn/year



Unit Total Losses
22.1 gal/conn/day

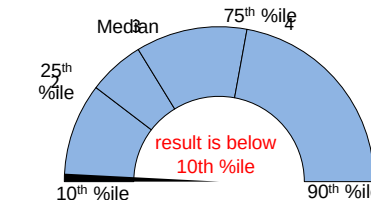
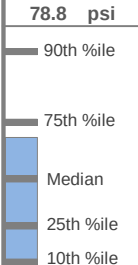


Unit Apparent Losses
9.5 gal/conn/day



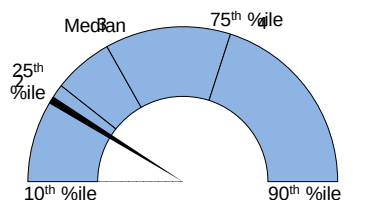
Unit Real Losses^A
12.7 gal/conn/day

Average Operating Pressure



Infrastructure Leakage Index (ILI)
0.7 dimensionless

See UARL definition for additional guidance on the ILI



Unit Real Losses^B
17.1 gal/conn/day

(UARL) Unavoidable Annual Real Losses 491.7 Acre-ft/Yr 17.1 gal/conn/day

Guidance Information for Key Performance

- The eight indicators shown are the recommended suite per the AWWA Water Loss Control Committee 2020 Position on KPIs¹.
- A suite of KPIs is necessary, as no single KPI can holistically communicate water loss performance for a given water system.
- See Table 1 below for Uses and Limitations for each KPI, excerpted from the AWWA Water Loss Control Committee Report (2020)¹, with naming conventions updated.
- Percentiles (%iles) shown on KPI gauges come from Level 1 validated data in the AWWA WLCC Reference Water Audit Dataset (2020)².
- KPI %iles shown above are not segregated by cohorts. Limited KPI data by cohorts may be found in WRF 4695 Guidance Manual, Appendix B (2019)³.
- Actual KPI results that fall below 10th %ile or above 90th %ile do not necessarily imply error, but should be viewed with scrutiny.
- Percentiles not intended to imply targets. Targets may be input by user for operational KPIs, if desired, on Worksheet.
- See UARL and ILI in Definitions tab for discussion of size and pressure limitations.
- Systems that fall on the extreme ends of size or connection density should use caution when interpreting Unit Losses KPIs.

AWWA Free Water Audit Software

Water Balance



Water Audit Report for: Mesa Water District

Audit Year: 2024

Jul 01 2023 - Jun 30 2024

Data Validity Tier: Tier IV (71-90)

FWAS v6.0

American Water Works Association.
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Volume from Own Sources (VOS) (corrected for known errors)	System Input Volume	Water Exported (WE) (corrected for known errors)	Billed Water Exported				Revenue Water (Exported)
		0.000					0.000
14,677.189	14,677.189	Water Supplied	Authorized Consumption 14,040.080	Billed Authorized Consumption	Billed Metered Consumption (BMAC) (water exported is removed)		Revenue Water
				13,903.540	13,903.540		13,903.540
				Unbilled Authorized Consumption	Billed Unmetered Consumption (BUAC)		Non-Revenue Water (NRW)
					0.000		
					Unbilled Metered Consumption (UMAC)		
					0.000		
					Unbilled Unmetered Consumption (UUAC)		
					136.540		
					Systematic Data Handling Errors (SDHE)		
					34.759		
					Customer Metering Inaccuracies (CMI)		
					203.136		
					Unauthorized Consumption (UC)		
					34.759		
					Leakage on Transmission and/or Distribution Mains		
					Not broken down		
					Leakage and Overflows at Utility's Storage Tanks		
					Not broken down		
					Leakage on Service Connections		
					Not broken down		
Water Imported (WI) (corrected for known errors)							
0.000							

2024

VOS

VOSEA

WI

WIEA

WE

WEEA

BMAC

BUAC

UMAC

UUAC

SDHE

CMI

UC

Lm

Nc

Lp

AOP

CRUC

VPC

Limiting criteria
(see Start Page for details)


White = incomplete
Orange = complete
Use acronyms for navigation
FWAS v6.0 American Water Works Association. Copyright © 2020, All Rights Reserved.

go to input
Volume from Own Sources (VOS) - Data Grading Criteria
go to notes

vos	Criteria Question	Select Best-Fit Answers to All Visible Questions	
vos.0	Did the water utility supply any water from its own sources during the audit year?	Yes	
vos.1	What percent of own supply volume is metered?	>99%	
	For questions 2-10 below: Choose the answer that applies for those meters that measure >90% of the finished water volume. In-situ flow accuracy testing = a test process that confirms the flow measuring accuracy of the primary device (the flowmeter), in its installed location, using an independent reference volume. Electronic calibration = a process that checks for error in the metering secondary device(s) and/or the tertiary device(s). Secondary device can include conversion to mA, meter transmitter or similar instrumentation. Tertiary device can include SCADA, historian or other computerized archival system.		
vos.2	What is the frequency of electronic calibration?	Annually	Limiting
vos.3	What level of data transfer errors are checked as part of the electronic calibration process?	Data transfer errors are checked at secondary device(s) AND tertiary device(s)	
vos.4	Is the most recent electronic calibration documentation available for review?	Yes	
vos.5	What is the frequency of in-situ flow accuracy testing?	Annually	Limiting
vos.6	Is the most recent in-situ flow accuracy testing documentation available for review?	Yes	
vos.7	What are the total volume-weighted average results of in-situ flow accuracy testing (during or closest to audit year)?	At or within ±3%	
vos.8	Have testing and calibration procedures been closely scrutinized for compliance with procedures described in the AWWA M36 and/or M33 Manual(s)?	Yes	
vos.9	Which best describes the frequency of finished water meter readings?	Continuous	
vos.10	Which best describes the frequency of data review for anomalies/errors? These can include numbers that are outside of typical patterns, and zero or 'null' values that may reflect a gap in data recording.	Daily	
FINAL DATA GRADE FOR THIS AUDIT INPUT:		9	

[go to input](#)

Volume from Own Sources Error Adjustment (VOSEA) - Data Grading Criteria

[go to notes](#)

vosea	Criteria Question	Select Best-Fit Answers to All Visible Questions	
vosea.1	Are tank levels monitored automatically & recorded daily?	Yes	Limiting
vosea.2	Are daily changes of stored water volumes in distribution system tanks included in the tabulation of the daily "Volume from Own Sources" quantity?	No	
vosea.3	Is the annual net distribution storage change included in either the VOS input or the VOSEA input?	Yes	
vosea.4	Are the flow accuracy test and/or electronic calibration results included in the VOSEA input in the water audit?	Yes, results are analyzed and incorporated	
FINAL DATA GRADE FOR THIS AUDIT INPUT:		8	

[go to input](#)

Water Imported (WI) - Data Grading Criteria

[go to notes](#)

wi	Criteria Question	Select Best-Fit Answers to All Visible Questions
wi.0	Did the water utility import any water during the audit year?	No
wi.1		
For questions 2-10 below: Choose the answer that applies for those meters that measure >90% of the water imported volume. In-situ flow accuracy testing = a test process that confirms the flow measuring accuracy of the primary device (the flowmeter), in its installed location, using an independent reference volume. Electronic calibration = a process that checks for error in the metering secondary device(s) and/or the tertiary device(s). Secondary device can include conversion to mA, meter transmitter or similar instrumentation. Tertiary device can include SCADA, historian or other computerized archival system.		
wi.2		
wi.3		
wi.4		
wi.5		
wi.6		
wi.7		
wi.8		
wi.9		
wi.10		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		n/a

go to input

Water Imported Error Adjustment (WIEA) - Data Grading Criteria

go to notes

wiea	Criteria Question	Select Best-Fit Answers to All Visible Questions
wiea.1		
wiea.2		
wiea.3		
wiea.4		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		n/a

[go to input](#)

Water Exported (WE) - Data Grading Criteria

[go to notes](#)

we	Criteria Question	Select Best-Fit Answers to All Visible Questions
we.0	Did the water utility export any water during the audit year?	No
we.1		
For questions 2-10 below: Choose the answer that applies for those meters that measure >90% of the water exported volume. In-situ flow accuracy testing = a test process that confirms the flow measuring accuracy of the primary device (the flowmeter), in its installed location, using an independent reference volume. Electronic calibration = a process that checks for error in the metering secondary device(s) and/or the tertiary device(s). Secondary device can include conversion to mA, meter transmitter or similar instrumentation. Tertiary device can include SCADA, historian or other computerized archival system.		
we.2		
we.3		
we.4		
we.5		
we.6		
we.7		
we.8		
we.9		
we.10		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		n/a

[go to input](#)**Water Exported Error Adjustment (WEEA) - Data Grading Criteria**[go to notes](#)

weea	Criteria Question	Select Best-Fit Answers to All Visible Questions
weea.1		
weea.2		
weea.3		
weea.4		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		n/a

go to input

Billed Metered Authorized Consumption (BMAC) - Data Grading Criteria

go to notes

bmac	Criteria Question	Select Best-Fit Answers to All Visible Questions	
bmac.0	Were any customers metered in the audit year?	Yes	Limiting
bmac.1	For billed metered accounts, what % of bills are estimated in a typical billing cycle?	5% or less	
bmac.2	How often does the utility read its customer meters? For systems with multiple read frequencies, select the reading frequency that describes the majority of your customers.	Bi-Monthly	
bmac.3	Is the BMAC volume pro-rated to represent consumption occurring exactly during the audit period?	Yes	
bmac.4	How frequently does internal review by utility staff of the BMAC volumes occur?	Every billing cycle	
bmac.5	What level of detail is examined in the internal review of BMAC volumes?	Totals grouped by use type or customer class and specific accounts flagged for anomalous consumption	
bmac.6	When was the most recent billing data review by someone who is independent of the utility billing process?	Within last 3 years	
bmac.7	What level of detail was examined in the review by someone who is independent of the utility billing process?	Third party review includes a check on a sample of accounts	
FINAL DATA GRADE FOR THIS AUDIT INPUT:		8	

[go to input](#)**Billed Unmetered Authorized Consumption (BUAC) - Data Grading Criteria**[go to notes](#)

buac	Criteria Question	Select Best-Fit Answers to All Visible Questions
buac.0	Was there any billed consumption on unmetered accounts in the audit year?	No
buac.1		
buac.2		
buac.3		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		n/a

[go to input](#)**Unbilled Metered Authorized Consumption (UMAC) - Data Grading Criteria**[go to notes](#)

umac	Criteria Question	Select Best-Fit Answers to All Visible Questions
umac.0	Did the water utility have any unbilled-metered consumption in the audit year?	No
umac.1		
umac.2		
umac.3		
umac.4		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		n/a

[go to input](#)

Unbilled Unmetered Authorized Consumption (UUAC) - Data Grading Criteria

[go to notes](#)

uuac	Criteria Question	Select Best-Fit Answers to All Visible Questions	
uuac.0	On the Worksheet, the status of the default option is:	A system specific volume has been entered	
uuac.1	How well-understood is the extent of unbilled unmetered use?	Majority identified and tracked	
uuac.2	Which best describes the records that are kept for events of unbilled unmetered use?	Documentation exists, but not specific to each event	Limiting
uuac.3	How is the majority of unbilled unmetered use estimated?	By number of events multiplied by typical use estimates	
FINAL DATA GRADE FOR THIS AUDIT INPUT:		6	

[go to input](#)

Systematic Data Handling Error (SDHE) - Data Grading Criteria

This Data Grading Criteria is hidden when the 'default' input is used on the Worksheet

[go to notes](#)

FINAL DATA GRADE FOR THIS AUDIT INPUT:

3

go to input

Customer Metering Inaccuracies (CMI) - Data Grading Criteria

go to notes

cmi	Criteria Question	Select Best-Fit Answers to All Visible Questions	
cmi.0	Was there any metered customer usage during the audit period?	Yes	
cmi.1	Do you test meters reactively (when triggered by customer complaint or billing/consumption flag)?	Reactive testing conducted	
cmi.2	For small size customer meters, which best describes the frequency of proactive testing (effort beyond when triggered by customer complaint or billing/consumption flags)?	Ongoing, conducted annually	
cmi.3	Which best describes what meters are included in the proactive small size customer meter testing activities?	Testing targeted to subsets of meters ie oldest meters	Limiting
cmi.4	For mid and large size customer meters, which best describes the frequency of the proactive testing program?	Ongoing, conducted annually	
cmi.5	Which best describes what meters are included in the proactive mid- and large customer meter testing activities?	Proactive - all large meters are on a testing schedule	
cmi.6	Which best describes how the input was derived?	Calculated based on most recent meter accuracy tests, but not comprehensive of all meter performance	
cmi.7	Has the input derivation been reviewed by someone with expert knowledge in the M36 methodology?	No	
cmi.8	To what extent does meter replacement occur and for which meters?	Annual proactive replacement of subset of meters (i.e. by age or throughput)	
cmi.9	Which best describes the reliability of meter installation records?	Records are kept for meter installations, but data is missing for installation date, type, size, or manufacturer	
FINAL DATA GRADE FOR THIS AUDIT INPUT:		7	

[go to input](#)

Unauthorized Consumption (UC) - Data Grading Criteria

This Data Grading Criteria is hidden when the 'default' input is used on the Worksheet

[go to notes](#)

FINAL DATA GRADE FOR THIS AUDIT INPUT:

3

[go to input](#)

Length of Mains (Lm) - Data Grading Criteria

[go to notes](#)

Lm	Criteria Question	Select Best-Fit Answers to All Visible Questions
Lm.1	How was the input derived?	Derived directly from Mains inventory (GIS, ledger, etc)
Lm.2	Are hydrant laterals included in the input derivation?	Yes
Lm.3	Which best describes how the Mains inventory (GIS, ledger, etc) is kept up to date?	Additions or subtractions are updated in the mains inventory (GIS, ledger, etc), at least annually
Lm.4	Which best describes how the Mains inventory (GIS, ledger, etc) is field validated to confirm field conditions match the inventory?	Field validation is accomplished (i.e. in daily operations or specific validation projects)
FINAL DATA GRADE FOR THIS AUDIT INPUT:		10

[go to input](#)**Number of Service Connections (Nc) - Data Grading Criteria**[go to notes](#)

Nc	Criteria Question	Select Best-Fit Answers to All Visible Questions
Nc.1	How was the input derived?	Extracted from Services inventory (GIS, billing system, etc)
Nc.2	What is the count of services based on?	Premise based, i.e. service connection count, location ID count
Nc.3	Are inactive (but still pressurized) service lines included in the input? These may be metered or unmetered.	Yes
Nc.4	Which best describes how the inventory of service connections (GIS, billing system, etc) is kept up to date?	Additions or subtractions are updated in the service line inventory (GIS, billing system, etc), at least annually
Nc.5	Which best describes how the inventory of service connections (GIS, billing system, etc) is field validated to confirm field conditions match the inventory?	Field validation is accomplished for the entire system (i.e. in daily operations or specific validation projects)
FINAL DATA GRADE FOR THIS AUDIT INPUT:		10

[go to input](#) **Average Length of (Private) Customer Service Line (Lp) - Data Grading Criteria** [go to notes](#)

Lp	Criteria Question	Select Best-Fit Answers to All Visible Questions
Lp.0	Are customer meters typically located at the curbstop or property line?	Yes
Lp.1		
Lp.2		
Lp.3		
Lp.4		
FINAL DATA GRADE FOR THIS AUDIT INPUT:		10

go to input

Average Operating Pressure (AOP) - Data Grading Criteria

go to notes

aop	Criteria Question	Select Best-Fit Answers to All Visible Questions	
aop.1	Which best describes checks on the boundary integrity for the system's pressure zone(s)?	Not applicable, the system operates as a single pressure zone	
aop.2	Which best describes how one-time pressure readings (i.e. from hydrants) are collected?	Collected only if there are low pressure complaints, or new development requests	Limiting
aop.3	Which best describes where continuous pressure data (via temporary data loggers or permanent telemetry) is collected?	At zone boundary conditions, plus some locations inside the zone(s) but not representing the full pressure profile	
aop.4	Which best describes how continuous pressure data is collected?	Year-round data collection via permanent monitoring	
aop.5	How was the input derived?	Calculated from field data as a weighted average, compliant with methods described in the M36 Manual	
FINAL DATA GRADE FOR THIS AUDIT INPUT:		8	

[go to input](#)**Customer Retail Unit Charge (CRUC) - Data Grading Criteria**[go to notes](#)

cruc	Criteria Question	Select Best-Fit Answers to All Visible Questions	
cruc.0	Was any metered consumption billed on a volumetric basis in the audit period?	Yes	
cruc.1	Which best describes the use and reliability of the current rate structure?	Customer bill calculations have been checked to confirm the rate structure is correctly implemented	
cruc.2	Choose the option that best describes how the input was derived	Rate structure has only a single volumetric rate, and this was used as the input	
cruc.3	Is there any additional volumetric revenue the utility receives that depends on water meter readings, such as sewer?	No	
cruc.4	Has the input derivation been reviewed by someone with expert knowledge in the M36 methodology?	No	Limiting
FINAL DATA GRADE FOR THIS AUDIT INPUT:		9	

go to input		Variable Production Cost (VPC) - Data Grading Criteria		go to notes
vpc	Criteria Question	Select Best-Fit Answers to All Visible Questions		
vpc.1	Choose the option that best describes how the input was derived	Multiple sources of water exist, and a volume-weighted average was calculated for all sources		
vpc.2	Choose the option that best describes which short-run marginal costs have been included in the input, using the definitions below for reference. Short-run marginal costs can include the following: - chemicals + power for treatment, typically applicable if the utility is producing/treating water - power for distribution, typically applicable if pumps exist in the distribution network - water acquisition costs, typically applicable if the utility is purchasing water or incurs any extraction costs for withdrawing from a source Some short-run marginal costs may not be applicable. The auditor should analyze the system characteristics to determine which costs are applicable for inclusion in the VPC input derivation. See also the latest AWWA M36 Manual for further guidance.	All applicable short-run marginal costs are included		
vpc.3	Choose the option that best describes which long-run marginal costs have been included in the input, using the definitions below for reference. Long-run marginal costs can include the following: - water treatment residuals management, typically applicable if solids are produced from water treatment process - accelerated wear & tear on dynamic equipment, typically applicable if pumps exist for treatment and/or distribution, or any other equipment exists that wears out as a function of use instead of time (i.e. filter media, chemical dosing pumps, uv disinfection bulbs, etc) - payouts for damage claims from main and service line breaks, typically applicable if damage claims are paid by the utility - accelerated expansion of supply capacity, typically applicable if the utility is at or nearing supply capacity, or scarcity costs in water scarce areas - full cost pricing that includes all lifecycle costs and externalities (internalized or not) Some long-run marginal costs may not be applicable. The auditor should analyze the system characteristics to determine which costs are applicable for inclusion in the VPC input derivation. See also the latest AWWA M36 Manual for further guidance.	Long-run marginal costs have been evaluated for applicability, and all applicable costs are included		
vpc.4	Has the input derivation been reviewed by someone with expert knowledge in the M36 methodology?	No		Limiting
FINAL DATA GRADE FOR THIS AUDIT INPUT:		9		

FY2024 WATER LOSS AUDIT RESULTS

May 28, 2025

Water Loss Audit Regulations

2017-2023 – Perform a Water Loss Audit, have it validated by a certified 3rd Party, and submit to DWR

2020-2022 – Real Loss Performance Standards set by DWR for each urban retail water supplier

- oMesa Water Real Loss standard is 16.7 gallons/connection/day

- oMesa Water Apparent Loss standard is 11.4 gallons/connection/day

2023-2028 – Submit Water Loss Audit + three new questionnaires

2025-2028- Maintain a break registry

2028 – Meet the Real Loss standard + Apparent Loss standard+ Water Loss Audit+ questionnaires

2029- Submit Three Year Break Registry

Real Loss and Apparent Loss

$$\begin{aligned} \text{Water Loss} &= \text{Water Supplied} - \text{Water Demand} \\ &\quad \begin{aligned} &\bullet \text{ Clear Wells} \\ &\bullet \text{ MWRf} \end{aligned} \quad \begin{aligned} &\bullet \text{ Customer meters} \\ &\bullet \text{ Authorized, unmetered (ie, CMFD, CMSD)} \end{aligned} \\ \\ \text{Water Loss} &= \text{Apparent Loss} + \text{Real Loss} \\ &\quad \begin{aligned} &\bullet \text{ Customer meter inaccuracy} \\ &\bullet \text{ Theft} \\ &\bullet \text{ Billing discrepancies} \end{aligned} \quad \begin{aligned} &\bullet \text{ Main line breaks} \\ &\bullet \text{ Service line breaks} \\ &\bullet \text{ Background leakage} \end{aligned} \\ \\ \text{Real Loss} &= \text{Water Loss} - \text{Apparent Loss} \end{aligned}$$

FY24 Water Loss Audit Results

KPI	Mesa Water	California Percentile	MWDOC Member Agency Percentile
Real Loss (as percent of water supplied)	2.5%	NA	NA
Real Loss (Gal/connection/day)	12.7	Best 25%	Best 40%
Apparent Loss (Gal/connection/day)	9.5	Bottom 30%	Bottom 30%
Infrastructure Leakage Index (ILI)	0.7	Best 25%	Best 40%
Data Validity Score	82	Top 1%	Highest Score

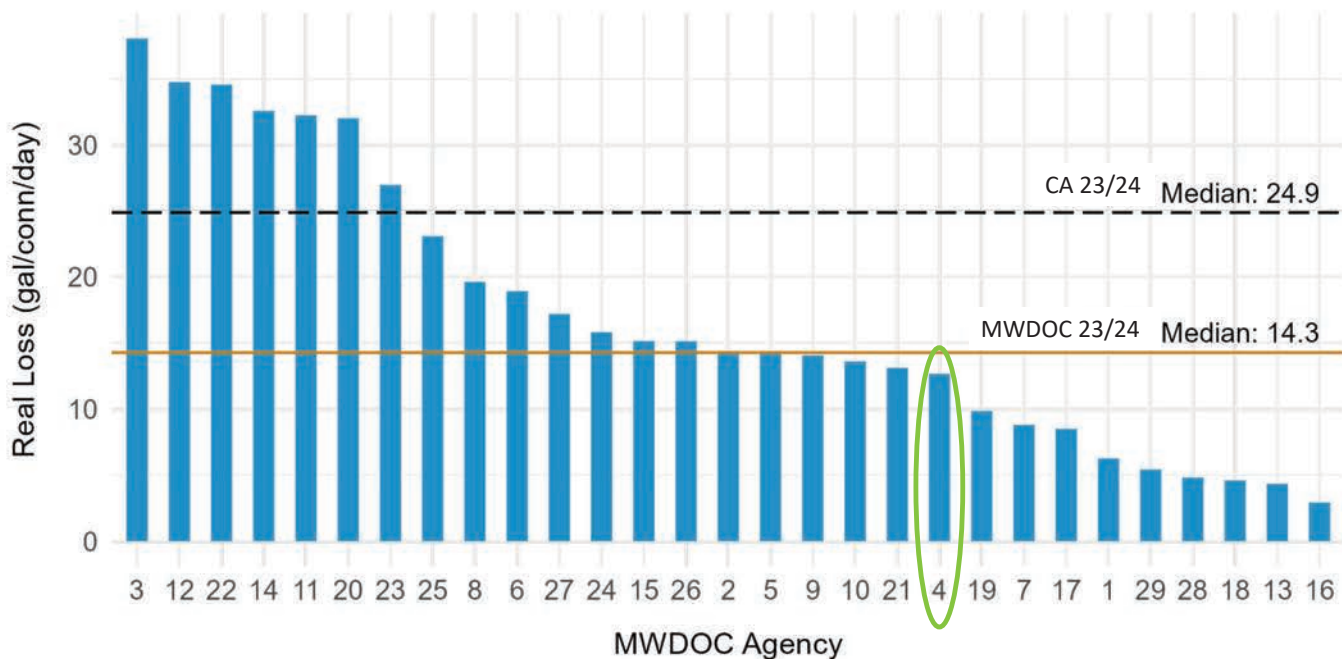
Compliance Status

Compliance Parameter	Performance Standard (gal/Conn/Day)	FY24 Result	In Compliance?
Real Loss	16.7	12.7	Yes
Apparent Loss	11.4	9.5	Yes

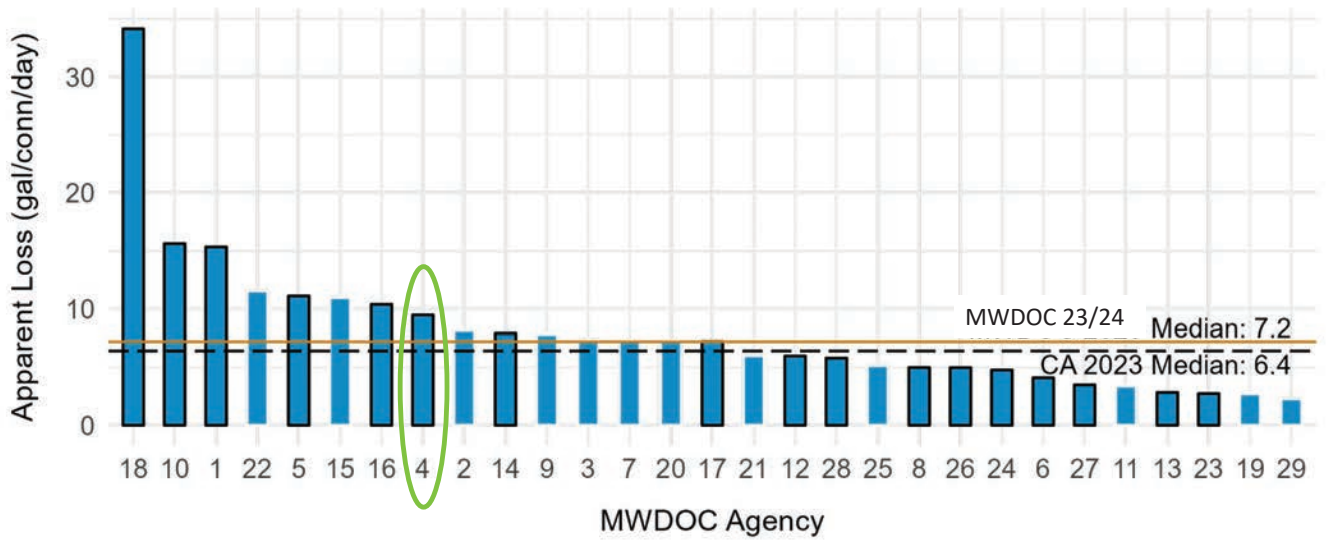
5 | May 28, 2025



Real Loss

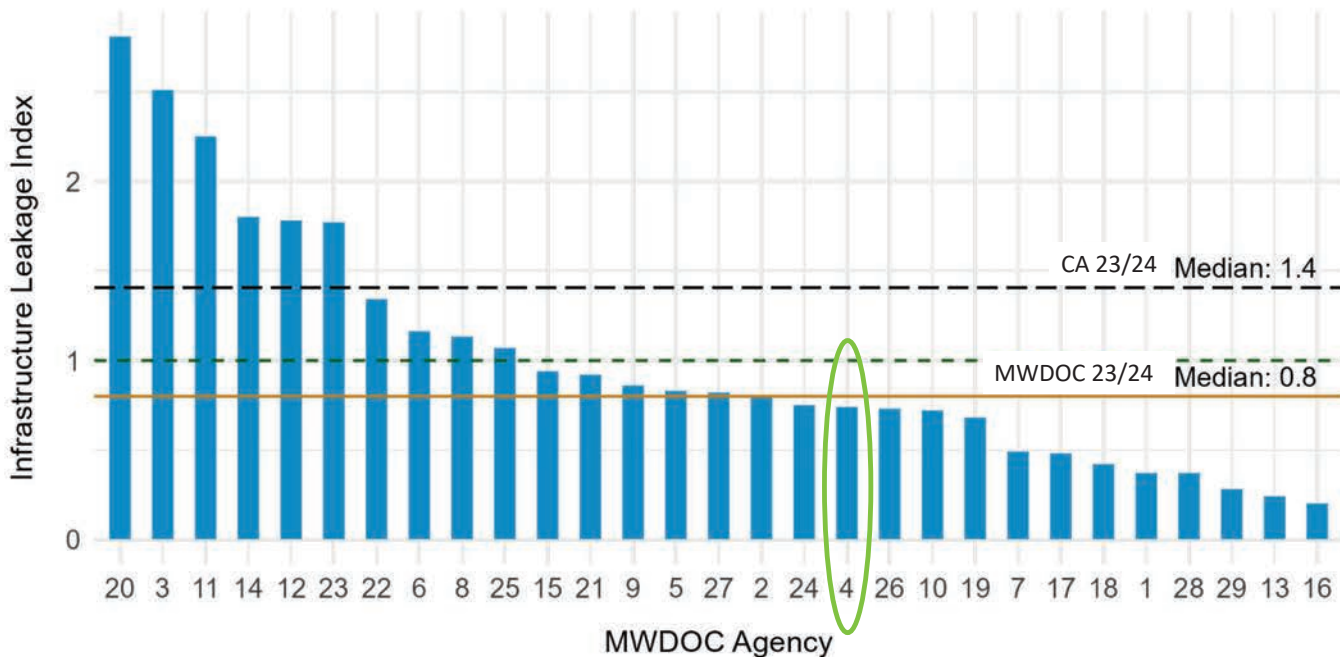


Apparent Loss

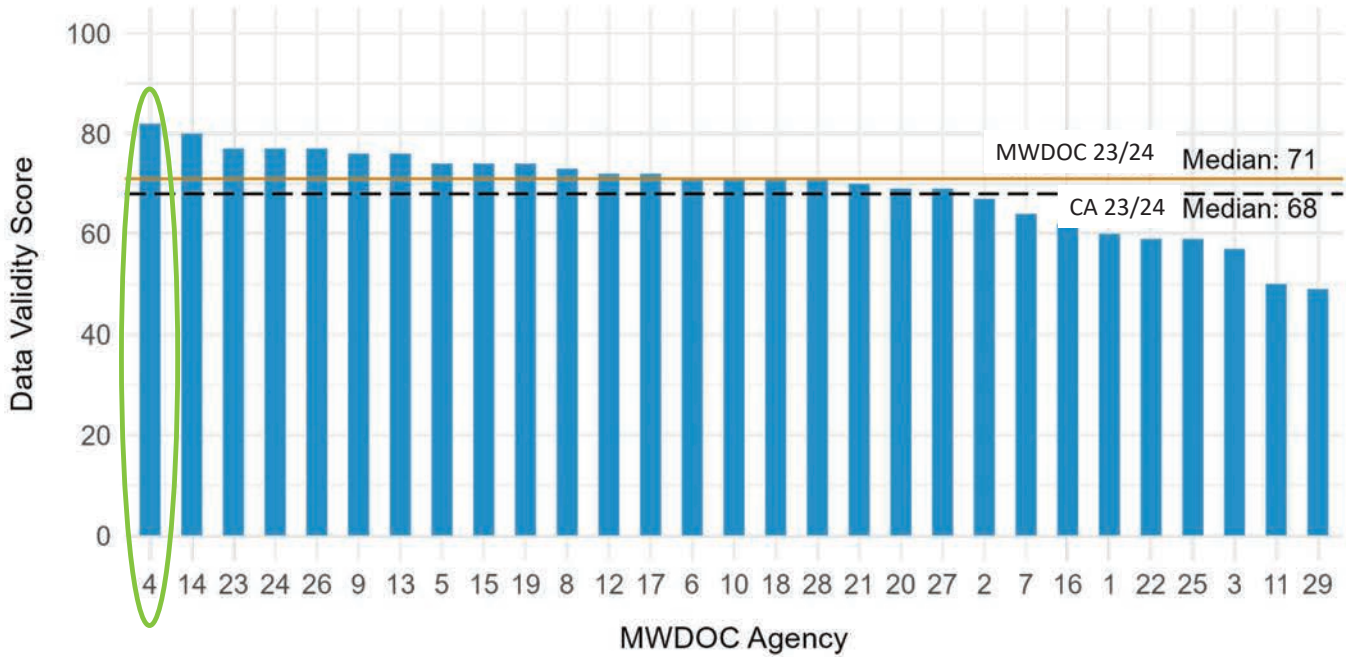


Was customer meter testing used to inform customer metering inaccuracies? ■ No ■ Yes

Infrastructure Leakage Index



Data Validity Score



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22



E Source

FY2025 MWDOC Leak Detection Results



— FY25 Leak Detection Area

Type of Leak	Number
Main Line	0
Service lateral (main to meter)	3
Customer plumbing (meter to house)	2
Backflow	0
Meter connection	44
Meter	6



QUESTIONS?



THANK YOU!



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, Water Policy Manager
DATE: May 28, 2025
SUBJECT: Association of California Water Agencies Region 10 Board of Directors Nomination

RECOMMENDATION

Adopt Resolution No. 1602 Placing in Nomination Marice H. DePasquale as a Member of the Association of California Water Agencies Region 10 Board of Directors.

STRATEGIC PLAN

Goal #4: Increase favorable opinion of Mesa Water.
Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its April 26, 2023 meeting, the Board of Directors (Board) adopted Resolution No. 1580 Placing in Nomination Marice H. DePasquale as a Member of the Association of California Water Agencies (ACWA) Region 10 Board of Directors.

DISCUSSION

President DePasquale was appointed, in February 2022, to the ACWA Region 10 Board of Directors for which she has provided -- and continues to provide -- dedicated service. In 2023, she was re-elected to the ACWA Region 10 Board of Directors for a subsequent 2-year term.

On April 21, 2025, [ACWA announced its election process for the Association's Officers and Region Boards of Directors](#) for the 2026 – 2027 term (Attachment A). ACWA's Region Boards of Directors determine the direction and focus of Region issues and activities; they also support the fulfillment of ACWA's goals on behalf of members.

ACWA's membership is organized into ten geographical Regions, each of which has a Board of Directors. Each Region has formed a Nominating Committee to pursue qualified member candidates to run for the Region Boards of Directors and to recommend a slate. The Region 10 Nominating Committee consists of the following members:

Orange County	Duane Cave, President Moulton Niguel Water District	Greg Mills, Director Serrano Water District
San Diego	Paulina Martinez-Perez, Director Sweetwater Authority	Jo MacKenzie, Director Vista Irrigation District

For the 2026 – 2027 term, the composition of Region 10's Board of Directors will be four (4) San Diego representatives -- with one representative serving as Vice Chair -- and three (3) Orange County representatives, with one representative serving as Chair. President DePasquale is interested in continuing her service as an Orange County representative on the Region 10 Board of Directors.



According to ACWA's Region 10 Rules and Regulations, each candidate must submit to ACWA a support resolution (Attachment B) approved by the candidate's agency, along with the Region Board Candidate Nomination Form (Attachment C), and any additional candidate information (Attachment D) by 5:00 p.m. on June 20, 2025.

On July 21, 2025, ACWA will distribute an official electronic ballot identifying the recommended slates and any additional qualified candidates for consideration to each member agency. Member agencies will vote only for the candidates nominated for their Region's Board of Directors.

All Region election ballots must be submitted by 5:00 p.m. on September 19, 2025. Only one ballot per agency will be accepted. Region Boards of Directors will be announced on September 26, 2025 and introduced on December 3, 2025 at the ACWA Fall Conference in San Diego, California.

FINANCIAL IMPACT

In Fiscal Year 2025, \$29,795 is budgeted for ACWA membership in the District Memberships account.

ATTACHMENTS

Attachment A: ACWA Region Board Call for Candidates

Attachment B: Draft Resolution No. 1602

Attachment C: ACWA Region Board Candidate Nomination Form

Attachment D: Candidate Statement of Qualifications

Stacy Lynne Taylor

From: ACWA <acwabox@acwa.com>
Sent: Monday, April 21, 2025 8:33 AM
To: Stacy Lynne Taylor
Subject: ACWA Advisory: Call for Candidates Opens for ACWA President, Vice President, Region Boards



April 21, 2025

Call for Candidates Opens for 2026-'27 ACWA President, Vice President, Region Boards



Candidate Paperwork Due June 20

ACWA members interested in running to be the association's President, Vice President or Region Board Member may submit the necessary paperwork now through June 20. Agencies must also designate their voting representative by June 20. Below is a summary of how to become a candidate and how to vote in the 2026-'27 elections.

How to Become a Candidate

President and Vice President

Candidates for ACWA President and Vice President must be an elected or appointed director of an ACWA member agency and submit the following documents to donnap@acwa.com.

- An agency resolution that includes your member agency's Board of Directors' signatures (a sample resolution is available [online](#));
- A statement of qualifications or resume highlighting your qualifications and active involvement in ACWA, such as through task forces, regional boards or committees;
- An abbreviated statement that will be included with the official ballot (300-word maximum); and
- A headshot.

In addition to the above documents, you may also send resolutions of support. A sample resolution of support is available [online](#).

An 11-member Election Committee has been appointed to facilitate the election of President and Vice President, including confirming that candidates' eligibility criteria have been met, interviewing candidates and endorsing preferred candidates. More information about the committee is available [online](#).

Region Boards

Each Region's Call for Candidates packet is available at acwa.com/elections. Candidates interested in serving on one of ACWA's 10 region boards must submit the following documents.

- [A candidate nomination form](#); and
- A signed resolution of support from your agency's board of directors (a sample resolution is available [online](#)).

In addition to the required documents, candidates may submit a short biography and headshot that will be shared online.

The Nominating Committee for each region will select a recommended slate. More information about the committees is available [online](#).

How to Vote

This year, the election process for officers and region boards is now combined. Voting for both sets of candidates will be done electronically by each member agency's designated voter on a single ballot. Agencies can designate their voting representative now by visiting

acwa.com/elections and submitting the [Authorized Representative and Information Form](#) by the June 20 deadline.

Get more info

Questions

To learn more about both election processes, including key dates, visit acwa.com/elections.

Bringing Water Together



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980 9th St. Ste. 1000, Sacramento, CA 95814

We hope you enjoy receiving email notices and updates from ACWA. At any time you can click here to [unsubscribe](#) or to change your subscription preferences.

[Read online](#)

RESOLUTION NO. 1602

RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS PLACING IN NOMINATION MARICE H. DEPASQUALE AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 10 BOARD

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, the Board of Directors of Mesa Water does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA); and

WHEREAS, President DePasquale is currently serving, since 2022, as an active ACWA Region 10 Board member (representing Orange County), and has participated in ACWA Region 10 Board meetings during ACWA conferences, as well as the Region's events and meetings throughout the year; and

WHEREAS, President DePasquale is currently serving, since 2018, as an active ACWA Communications Committee member, including participation in the Committee's meetings during ACWA conferences and throughout the year; and

WHEREAS, President DePasquale has supported Mesa Water's increased engagement since 2017 with Region 10, ACWA's Board, and all 14 of ACWA's Committees, has been featured in ACWA's "Investing in our Future" video, and has represented Mesa Water as a recipient of multiple ACWA and other prestigious industry awards; and

WHEREAS, President DePasquale has led Mesa Water's ACWA Sponsorship at the Platinum level, and has attended ACWA Conferences since 2017; and

WHEREAS, Marice H. DePasquale has indicated a desire to continue serving as a Board member of ACWA Region 10.

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

Section 1. Does place its full and unreserved support in the nomination of Marice H. DePasquale for the position of Board member of ACWA Region 10.

Section 2. Does hereby determine that the expenses attendant with the service of Marice

H. DePasquale in ACWA Region 10 shall be borne by Mesa Water District.

ADOPTED, SIGNED, and APPROVED this 28th day of May 2025 by a roll call vote.

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

Marice H. DePasquale
President, Board of Directors

Denise Khalifa
District Secretary

DRAFT

REGION BOARD CANDIDATE NOMINATION FORM '25



Submit completed form by **June 20, 2025** to **regionelections@acwa.com**

Name of Candidate: Ms. Marice H. DePasquale	Title: President, Board of Directors
Agency: Mesa Water District	Agency Phone: (949) 631-1205
Direct Phone: (949) 433-4261	E-mail: MariceD@MesaWater.org
Address: 1965 Placentia Avenue, Costa Mesa, CA 92627	ACWA Region: 10 County: Orange

Region Board Position Preference <i>If you are interested in more than one position, please indicate priority – 1st, 2nd and 3rd choice.</i>
☐ Chair:
☐ Vice Chair:
☒ Board Member: 1st

If you are not chosen for the recommended slate, would you like to be listed in the ballot's individual candidate section? <i>If neither is selected, your name will NOT appear on the ballot.</i>
☒ Yes ☐ No

Agency Function(s) <i>Check all that apply</i>
☐ Wholesale
☒ Urban Water Supply (Potable & Recycled)
☐ Ag Water Supply
☐ Sewage Treatment
☒ Retailer
☐ Wastewater Reclamation
☐ Flood Control
☐ Groundwater Management / Replenishment
☒ Other: Groundwater Cleanup (RO Nanofiltration)

Describe your ACWA-related activities that help qualify you for this office:

2024: Led Mesa Water in receiving the ACWA Certificate of Excellence (ACE) Award. 2022 - Present: ACWA Region 10 Board member. 2018 - Present: ACWA Communications Committee active member; featured in ACWA "Investing in our Future" video (2019). 2017 - Present: ACWA Conference & Region 10 Board meetings active participant; led Mesa Water's increased ACWA sponsorship (Platinum) & engagement with ACWA & ACWA/JPIA.

Write below or attach a half-page bio summarizing the experience and qualifications that make you a viable candidate for ACWA Region leadership. Please include the number of years you have served in your current agency position, the number of years you have been involved in water issues and in what capacity you have been involved in the water community. You may share a candidate photo along with your application. Candidate photos and bios will be shared on the ACWA region election webpage.

Please see attached Statement of Qualifications.

I acknowledge that the role of a region board member is to actively participate on the Region Board during my term, including attending region board and membership meetings, participating in region conference calls, participating in ACWA's Outreach Program, as well as other ACWA functions to set an example of commitment to the region and the association.

I hereby submit my name for consideration by the Nominating Committee.

_____ Signature	_____ President	_____ 5/29/2025
	_____ Title	_____ Date

Please attach a copy of your agency's resolution of support / sponsorship for your candidacy.

Re-Elect Marice H. DePasquale to ACWA Region 10 Board

President, Mesa Water District (Mesa Water®)



OBJECTIVE: To continue advancing the goals of ACWA Region 10 in best serving its members, ACWA, and the industry by contributing my experience in community and water leadership, including as an ACWA Region 10 Board Member since 2022, and my skills as an advocacy and communications professional.

STATEMENT OF QUALIFICATIONS:

- **Mesa Water** – President, Present & 2021-2023, Vice President, 2019-2021; Executive Committee, 2019-Present; prior service as Legislative & Public Affairs Committee Chair and Engineering & Operations Committee Alternate
- **ACWA** – Region 10 Board, 2022-Present; Communications Committee member, 2018-Present; featured in ACWA's "Investing in our Future" video, 2019
- **CalDesal** – Vice Chair, 2020-Present
- **Water UCI** – Board Member, 2018-Present
- **Other** – City of Huntington Beach, Affordable Housing Committee; Lifetime Girl Scout & Former Troop Leader; Orange County Building Industry Association; Seneca Family of Agencies, Former Board Member; University of California, Irvine (UCI) School of Social Science, Dean's Board of Counselors

Scout & Former Troop Leader; Orange County Building Industry Association; Seneca Family of Agencies, Former Board Member; University of California, Irvine (UCI) School of Social Science, Dean's Board of Counselors

BACKGROUND: With a Bachelor of Arts degree in Political Science from UCI, President Marice H. DePasquale has decades of public relations experience and is Principal of MConsensus, an award-winning public affairs firm specializing in land use entitlement, government and community relations, and grassroots lobbying. A Mesa Water Director since 2017, she values public service and giving back to the community, and is committed to assuring a safe, affordable, abundant, and reliable water supply for all Californians.



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Andrew D. Wiesner, P.E., District Engineer
DATE: May 28, 2025
SUBJECT: Chandler & Croddy Wells and Pipeline Project

RECOMMENDATION

Approve a contract with Tetra Tech, Inc. for \$110,000 and a 10% contingency of \$11,000 for a total contract amount not to exceed \$121,000 to provide design services for the Chandler Avenue and Croddy Way Pavement Replacement, and authorize the General Manager to execute the contract.

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 August 10, 2017 meeting, the Board of Directors (Board) awarded a contract to Tetra Tech, Inc. (Tetra Tech) for \$920,000 and a 10% contingency for a total contract amount not to exceed \$1,012,000 to provide professional engineering design and permitting services for the West Chandler Avenue Well, the South Croddy Way Well, and the Pipeline Project.

At its February 8, 2018 meeting, the Board awarded a contract to Butier Engineering, Inc. for \$972,480 and a 10% contingency for a total contract amount not to exceed \$1,069,728 to provide professional Construction Management Services for the Chandler & Croddy Wells and Pipeline Project.

At its April 27, 2021 meeting, the Board awarded a contract to Ferreira Construction Co. Inc. for \$3,938,360 and a 10% contingency of \$393,836 for a total contract amount not to exceed \$4,332,196 to provide Pipeline Construction to the Chandler & Croddy Wells and Pipeline Project.

At its July 10, 2024 meeting, the Board received a presentation regarding pavement restoration for the Chandler & Croddy Wells and Pipeline Project.

At its January 22, 2025 meeting, the Board approved a Cooperative Cost Reimbursement Agreement with the City of Santa Ana for the Croddy Way Street Improvements Project. The agreement divides the cost as 70% Mesa Water District (Mesa Water®) and 30% City of Santa Ana, with an amount not to exceed \$1,949,000 for Mesa Water's portion.

BACKGROUND

In 2014, Mesa Water's Board set a goal to provide 115% of water demands from local, reliable water supplies. To achieve this goal, in 2017 Mesa Water purchased two properties outside the service area, within the City of Santa Ana (City), with the intention to drill two new water



production wells. Well No. 14 came on line in May 2023 and Well No. 12 came on line in April 2024. The pipeline to connect Well Nos. 12 and 14 to the Mesa Water distribution system is complete and operational. Since completion, Well Nos. 12 and 14 have each been contributing 4,000 gallons per minute (gpm) to meet customer demands. These two new facilities have improved Mesa Water's local reliability and helped to achieve the goal of providing 115% of water demands from local, reliable water supplies.

DISCUSSION

During construction of the pipeline, the City directed the pipeline contractor to completely reconstruct Chandler Avenue and Croddy Way from Mesa Water's Well No. 12 site to the intersection of Croddy Way and MacArthur Boulevard to the standards of an arterial street, curb to curb. Since receiving direction to fully replace the pavement, staff has been working with the City to reduce the scope and cost of the pavement replacement. Staff worked with the City to reduce the pavement replacement scope to the lanes on Chandler Avenue and Croddy Way in which the transmission main and storm drain lines are installed. If the City desires to replace the roadways curb to curb, the City would pay for the remaining portion of the work. This cost-sharing arrangement results in Mesa Water paying for approximately 70% of the pavement replacement and the City paying for the remaining 30%. The Cooperative Cost Reimbursement Agreement has been signed by both the City and Mesa Water.

Staff requested a sole source proposal from Tetra Tech for design of the Chandler Avenue and Croddy Way Pavement Replacement. Tetra Tech was the design consultant for the Chandler Avenue Well No. 12 and Croddy Way Well No. 14 Well Equipping and Pipeline Project, and has the original drawings for the pipeline construction and pavement replacement. Staff recommends that the Board approve a contract with Tetra Tech for \$110,000 and a 10% contingency of \$11,000 for a total contract amount not to exceed \$121,000 to provide design services for the Chandler Avenue and Croddy Way Pavement Replacement. The final value of the design contract will be split 70%/30% between Mesa Water and the City of Santa Ana per the Cooperative Cost Reimbursement Agreement.

FINANCIAL IMPACT

In Fiscal Year 2025, \$1,500,000 is budgeted for the Chandler & Croddy Wells and Pipeline Project; \$35,060 has been spent to date.

ATTACHMENTS

None.



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Tyler Jernigan, Water Operations Manager
DATE: May 28, 2025
SUBJECT: AlertOC Participation

RECOMMENDATION

Approve the Memorandum of Understanding between the County of Orange and Mesa Water District for use of countywide mass notification system, and authorize execution of the memorandum.

STRATEGIC PLAN

Goal # 6: Provide excellent customer service.

PRIOR BOARD ACTION/DISCUSSION

At its July 11, 2013 meeting, the Board of Directors (Board) authorized execution of a new Memorandum of Understanding (MOU) between the County of Orange and Mesa Water District (Mesa Water®) for use of AlertOC, a countywide mass notification system.

At its July 14, 2016 meeting, the Board authorized execution of a new MOU between the County of Orange and Mesa Water for use of AlertOC, a countywide mass notification system.

At its November 10, 2021 meeting, the Board authorized execution of a new MOU between the County of Orange and Mesa Water for use of AlertOC, a countywide mass notification system.

BACKGROUND

AlertOC is Orange County's (County) public mass notification system used to notify the public of emergency events and actions that should be taken in response to those events. AlertOC is currently used by the County, most Orange County cities, and many of the water and wastewater districts. AlertOC is managed by the Orange County Sheriff's Department Emergency Management Division and is funded by the County's Chief Executive Office. Mesa Water would use AlertOC in the event of an emergency requiring immediate public notification per the California State Water Resources Control Board, such as a boil water notice or a do not drink order, or to notify staff of an Emergency Operations Center activation.

DISCUSSION

Due to the expiration of the current MOU on December 30, 2024, the County is requesting that all administrative users of the AlertOC system sign a new MOU with the County. Compared to the previous MOU, the new document has only minor changes related to user login password resets.

In order to use the system, each agency is required to sign an MOU with the County; authorized users are then required to attend training. The MOU is largely to ensure the proper use of the



system and more specifically the E911 data. E911 data can only be used for emergency notifications and is not to be accessed for any other purpose.

Currently, all fourteen special water districts have chosen to participate in the program. City Water Departments are covered by city-wide participation in the program.

LEGAL REVIEW

Mesa Water's Special Legal Counsel – Burke, Williams & Sorenson, LLP – has reviewed the memorandum and recommends Board approval.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: MOU Between the County of Orange and Participants for Use of Countywide Mass Notification System

Attachment B: County of Orange Subordinate Contract with Everbridge, Inc.

Attachment C: Countywide Public Mass Notification System Operating Guidelines

Attachment D: Public Mass Notification System Individual User Agreement

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE COUNTY OF ORANGE
AND
PARTICIPANTS
FOR USE OF COUNTYWIDE MASS NOTIFICATION SYSTEM**

This Memorandum of Understanding, hereinafter referred to as “MOU,” dated December 30, 2024, which date is stated for purposes of reference only, is entered into by and between the County of Orange, a political subdivision of the State of California, hereinafter referred to as “COUNTY,” and the undersigned municipalities, public universities and water agencies responsible for protecting a resident population and maintaining a dedicated public safety answering point (PSAP) within the County of Orange, hereinafter referred to individually as “PARTICIPANT” or collectively as “PARTICIPANTS.”

This MOU is intended to establish governance and terms of use for a Countywide Public Mass Notification System.

RECITALS

WHEREAS, COUNTY is sponsoring a Countywide Public Mass Notification System (“System”) for the primary intent of providing timely communication to the public during times of emergency; and

WHEREAS, the County is making use of the System available to all cities and agencies within the County of Orange who have the responsibility for protecting a resident population and maintaining a dedicated public safety answering point (PSAP); and

WHEREAS, COUNTY entered into Orange County Agreement No MA-060-25010178 (“Agreement”) with Everbridge, Inc., for the provision of Public Mass Notification System Services, on or about December 30, 2024 attached hereto as Attachment A, to disseminate critical, time-sensitive emergency information to COUNTY’s residents and businesses through phone and e-mail devices for emergency notification purposes; and

WHEREAS, COUNTY agrees to provide to PARTICIPANTS access to the services provided by Everbridge, Inc. as contained in the Agreement in exchange for abiding by the terms set forth in this MOU; and

WHEREAS, PARTICIPANTS agree to uphold the same terms and conditions of the Agreement, to use the System in compliance with all usage agreements, including but not limited to the End User License Agreement, identified and incorporated herein as Attachment A (Orange County Agreement No. MA-060-25010178 and Attachment B (Countywide Public Mass Notification System Policy and Guideline) and the terms of this MOU to receive the benefits under the Agreement

NOW, THEREFORE, the parties agree as follows:

I. Definitions:

“Agreement” shall refer to Orange County Agreement No. MA-060-25010178 between COUNTY and Everbridge, Inc.

“Countywide” shall mean all geographic locations in Orange County, California.

“Contact information” shall mean PARTICIPANT and public contact data stored in the System for the purpose of disseminating communication in accordance with this MOU and its Attachments.

“Confidential Information” shall include but not be limited to personal identifying information about an individual such as address, phone number, Social Security number, or any other identifier protected from disclosure by law, and/or any other information otherwise protected from disclosure by law, for example, the identity of a victim of a sex crime or a juvenile.

“Emergency” shall include, but not be limited to, instances of fire, flood, storm, epidemic, riots, or disease that threaten the safety and welfare of the citizens and property located within the boundaries of the COUNTY and PARTICIPANTS’ respective jurisdictions.

“Emergency information” shall mean information relevant to the safety and welfare of recipients in the event of an Emergency. Such information shall include but not be limited to instructions and directions to alleviate or avoid the impact of an emergency.

“Emergency notification situation” shall mean instances when emergency information is to be distributed through the System.

“Individual User” shall mean an agent, officer, employee or representative of PARTICIPANT that has been granted access to the System as set forth in this MOU.

“Non-emergency information” shall refer to information that is not relevant to the safety and welfare of recipients but has been deemed to be of significant importance to a PARTICIPANT’s jurisdiction to justify the use of the System to distribute such information.

“Non-emergency notification situation” shall mean instances when a PARTICIPANT deems non-emergency information to be of significance to a PARTICIPANT’S jurisdiction and the PARTICIPANT uses the System to distribute such information.

“System” shall mean the Public Mass Notification System as provided by Everbridge, Inc. to COUNTY under the Agreement. The System is designed to disseminate information by utilizing common communications, i.e. telephone and e-mail communications to community members and businesses as permitted under the Agreement.

- II. Hold Harmless:** PARTICIPANT will defend, indemnify and save harmless COUNTY, its elected officials, officers, agents, employees, volunteers and those special districts and agencies which COUNTY's Board of Supervisors acts as the governing Board ("COUNTY INDEMNITEES") from and against any and all claims, demands, losses, damages, expenses or liabilities of any kind or nature which COUNTY, its officers, agents, employees or volunteers may sustain or incur or which may be imposed upon them for injury to or death of persons, or damages to property as a result of, or arising out of the acts, errors or omissions of PARTICIPANT, its officers, agents, employees, subtenants, invitees, licensees, or contracted vendors. COUNTY will defend, indemnify and save harmless PARTICIPANT, its officers, agents, employees and volunteers from and against any and all claims, demands, losses, damages, expenses or liabilities of any kind or nature which PARTICIPANT, its officers, agents, employees or volunteers may sustain or incur or which may be imposed upon them for injury to or death of persons, or damages to property as a result of, or arising out of the acts, errors or omissions of COUNTY, its officers, agents, employees, subtenants, invitees, licensees, or contracted vendors.
- III. Term:** This MOU shall be in effect from December 30, 2024, and shall expire on December 30, 2029 unless COUNTY funding of the System becomes unavailable at which time PARTICIPANTS will be given six-month advance notice per the termination terms found in Paragraph VIII. Termination, below.
- IV. Scope of Services:** PARTICIPANTS shall receive from COUNTY access to the same services being provided by Everbridge, Inc. to the COUNTY under the Agreement. COUNTY's involvement in this MOU is limited only to extending the availability of the terms and conditions of the Agreement to the PARTICIPANTS.
- V. Use:** Use of the System and its data, including but not limited to contact information, is governed by the terms, conditions and restrictions set forth in the terms provided in Attachment A, B, and C. All PARTICIPANTS agree to the terms and conditions contained in Attachments A, B, and C. COUNTY retains the right to update Attachments A, B, and C as needed, in whole or in part, during the life of this MOU. Any and all revised Attachments will be distributed to PARTICIPANTS within five business days of the revision date and shall be incorporated into this MOU. Such modifications to the Attachments shall not be deemed an amendment for the purposes of Paragraph IX. Amendments, below.

PARTICIPANT, including each of its agents, officers, employees, and representatives who are given access to the System, agrees to abide by the individual terms of each agreement and the additional conditions incorporated herein. Breach of use may result in individual user or PARTICIPANT access account termination.

PARTICIPANT agrees to require each Individual User to execute an Individual User Agreement (Attachment C) regarding their obligations to maintain the confidentiality of login and password information; ensure that they will use the System in accordance with

all applicable laws and regulations, including those relating to use of personal information; that they may be responsible for any breach of the terms of the Agreement with Everbridge and/or this MOU; and the confidentiality provisions of this MOU. PARTICIPANT further agrees to provide a copy of the signed Individual User Agreement to COUNTY and notify COUNTY, in writing, if an individual user withdraws their consent to the Individual User Agreement at anytime during the term of this MOU. PARTICIPANT further agrees the COUNTY may update the Individual User Agreement and require a copy of the updated signed Individual User Agreement to the COUNTY.

The scope of services under the Agreement is limited to using the System to distribute business communication to PARTICIPANT inter-departmental resources and/or emergency information to the public in emergency notification situations.

All PARTICIPANTS have read and accept the terms and conditions found in COUNTY's "Countywide Public Mass Notification System Policy and Guideline (October 15, 2024)," attached hereto as Attachment B.

- VI. Notice:** Any notice or notices required or permitted to be given pursuant to this MOU shall be submitted in writing and delivered in person, via electronic mail or via United States mail as follows:

COUNTY:

County of Orange – Sheriff-Coroner Department
Emergency Management Division
Attn: Director of Emergency Management
2644 Santiago Canyon Road
Silverado, CA 92676

PARTICIPANTS: Each PARTICIPANT shall provide to COUNTY a contact person and notice information upon entering into this MOU. Each PARTICIPANT shall notify COUNTY if there is an updated contact person.

Notice shall be considered tendered at the time it is received by the intended recipient.

- VII. Confidentiality:** Each party agrees to maintain the confidentiality of confidential records and information to which they have access a result of their use of the System and pursuant to all statutory laws relating to privacy and confidentiality that currently exist or exist at any time during the term of this MOU. All information and use of the System shall be in compliance with California Public Utilities Code section 2872. No party shall post confidential information as part of a mass notification unless the law allows such information to be released.
- VIII. Termination:** The COUNTY or any PARTICIPANT may terminate its participation in this MOU at any time for any reason whatsoever. If any PARTICIPANT chooses to terminate its participation in this MOU, the terminating PARTICIPANT shall provide written notification in accordance with Paragraph VI. Notice, above. Such notice shall be

delivered to the COUNTY 30 days prior to the determined termination date. A terminating PARTICIPANT shall uphold the obligations contained in Paragraph II. Hold Harmless, in its entirety and Paragraph VII. Confidentiality, above. Upon termination, PARTICIPANT agrees to inform each PARTICIPANT user to stop using the System and to relinquish all System access, user accounts, passwords and non-PARTICIPANT data to COUNTY immediately. PARTICIPANT may choose to delete and/or export non-public PARTICIPANT (aka inter-departmental) owned contact information, as well as export resident provided contact information prior to termination. Resident provided contact information acquired through PARTICIPANT sources shall remain in the System and available to the County for regional or multi-jurisdictional notification use as needed.

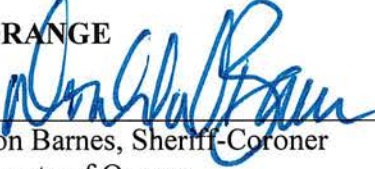
Should COUNTY discontinue its funding for the System, which shall be grounds for COUNTY's termination of its participation, COUNTY shall give PARTICIPANTS one month advance courtesy notice prior to terminating the Agreement. All other reasons for terminating by COUNTY shall be valid upon providing notice to the PARTICIPANTS. Upon termination by COUNTY, this MOU shall no longer be in effect.

Termination by a PARTICIPANT shall not be deemed an amendment to this MOU as defined in Paragraph IX. Amendments, below.

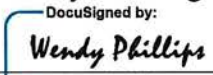
- IX. Amendments:** This MOU may be amended only by mutual written consent of the parties involved unless otherwise provided for in this MOU. The modifications shall have no force and effect unless such modifications are in writing and signed by an authorized representative of each party. Termination by a PARTICIPANT or adding a new PARTICIPANT to this MOU shall not be deemed an amendment.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed by their duly authorized representatives as of the dates opposite the signatures.

COUNTY OF ORANGE

By: 
Don Barnes, Sheriff-Coroner
County of Orange

Date: 12/13/2024

By: 
Wendy Phillips, County Counsel
County of Orange

Date: 10/23/2024

PARTICIPANT: _____

By: _____
Authorized Signature

Date: _____

Print Name and Title

CONTRACT MA-060-25010178

With
Everbridge, Inc.
For
Public Mass Notification System

This Contract MA-060-25010178, for the procurement of an Public Mass Notification System (PMNS), (hereinafter referred to as "Contract") is made and entered into as of the date fully executed by and between the County of Orange, a political subdivision of the State of California on behalf of Orange County Sheriff Department, OCS D, (hereinafter referred to as "County/Client,") and Everbridge, Inc., with a place of business at 155 N. Lake Ave., Suite 900, Pasadena, CA 91101-1849, (hereinafter referred to as "Contractor,") with County and Contractor sometimes individually referred to as "Party", or collectively referred to as "Parties"

ATTACHMENTS

This Contract is comprised of this document and the following Attachments, which are attached hereto and incorporated by reference into this Contract:

Attachment A-Scope of Work
Attachment B- Compensation and Pricing Provisions
Attachment C-Staffing Plan
Attachment D - Software Products – Maintenance and Support
Attachment E – Acceptance and Testing Procedures
Attachment F – Training
Attachment G – Functional Requirements

Exhibit I

RECITALS

WHEREAS, Contractor and County are entering into this Contract for the procurement of a Public Mass Notification System under a firm fixed fee Contract; and

WHEREAS, County solicited Contract for the procurement of a Public Mass Notification System as set forth herein, and Contractor represented that it is qualified to provide a Public Mass Notification System to the County as further set forth here; and

WHEREAS, Contractor agrees to provide a Public Mass Notification System to the County as further set forth in the Scope of Work, attached hereto as Attachment A; and

WHEREAS, County agrees to pay Contractor based on the schedule of fees set forth in Compensation and Pricing Provision, attached hereto as Attachment B; and

WHEREAS, the County Board of Supervisors has authorized the Purchasing Agent or designee to enter into a Contract for a Public Mass Notification System with the Contractor;

NOW, THEREFORE, the Parties mutually agree as follows:

DEFINITIONS

- **Administrator:** Government official, employee or agency responsible for the day-to-day responsibility and oversight for the mass notification system, including design, development, coordination, implementation, monitoring and evaluation.
- **Application program interface (API):** A set of functions and procedures allowing the creation of applications that access the features or data of an operating system, application, or other service.
- **Coding Accuracy Support System (CASS):** Coding Accuracy Support System (CASS) is a certification system from the United States Postal Service (USPS) for address validation.
- **Cyber-protection:** The prevention of damage to, unauthorized use of, or exploitation of, and, if needed, the restoration of electronic information and communications systems and the information contained therein to ensure confidentiality, integrity, and availability. Includes protection and restoration, when needed, of information networks and wireline, wireless, satellite, public safety answering points, and 911 communications systems and control systems.
- **Data:** Any information, algorithms, or other content that the County, the County's employees, agents and end users upload, create or modify using the goods/services pursuant to this Contract, including but not limited to email addresses, telephone numbers, and geo-coded E911 data. Data also includes user identification information and metadata which may contain Data or from which the County's Data may be ascertainable. Personal Data shall include personal information, as defined by Civil Code Section 1798.3.
- **Data Breach:** Any access, destruction, loss, theft, use, modification or disclosure of Data by an unauthorized party or that is in violation of Contract terms and/or applicable state or federal law
- **Documentation:** The term "Documentation" shall mean, with respect to any particular items: (i) all of the written, printed, electronic, or otherwise formatted materials that relate to such items, or any component thereof; (ii) all user, operator, system administration, technical, training, support, and other manuals and all other written, printed, electronic, or other format materials that represent, demonstrate, explain or describe the functional, operational or performance capabilities of such items; and (iii) all specifications, materials, flow charts, notes, outlines, manuscripts, writings, pictorial or graphical materials, schematics, and other documents that represent, demonstrate, explain or describe such items.
- **ESRI mapping:** (Environmental Systems Research Institute) is an international supplier of geographic information system (GIS) software, web GIS and geodatabase management applications.
- **Geo-coding:** Provide geographical coordinates corresponding to (a location).
- **Geo-targeting/targeted:** The practice of delivering content to a user based on his or her geographic location.
- **Human Error:** Any action or inaction on the part of a Contractor's employee or agent that prevents the accomplishment of the goods'/services' intended functions and the services specified in the Scope of Work.
- **IPAWS:** FEMA's Integrated Public Alert and Warning System (IPAWS) is an internet-based capability that federal, state, local, tribal, and territorial authorities can use to issue critical public alerts and warnings.
- **Notification:** A communication distributed to the public and internal responders/relevant personnel that contains important, timely, accurate, and accessible information regarding an actual or potential emergency or incident, including the cause, size and current situation thereof; resources committed and response status of the emergency management organization; and other matters of general interest to the public, responders, and additional stakeholders (both directly affected and indirectly affected). Categories of notification may include: update, alert, advisory, activation, watch or warning.
- **Registrant:** Member of the public who is enrolled or enrolling in the system.

- **Security Incident:** The potentially unauthorized access to Personal Data or Non-Public Data the Contractor believes could reasonably result in the use, disclosure or theft of the County's unencrypted Personal Data or Non-Public Data within the possession or control of the Contractor. A Security Incident may or may not turn into a Data Breach.
- **Solutions:** Contractor's proprietary interactive communication services that the end-user Client has licensed access to.
- **Technical Failure:** A malfunction in the vendor's hardware or software which prevents the accomplishment of the services specified in the Scope of Work. A malfunction of the hardware prevents the accomplishment of the hardware's intended functions and services specified in the Scope of Work. A malfunction of the software prevents the accomplishment of intended services even though the hardware may be functioning properly. Technical failures include, but are not limited to, an improper or incomplete conversion or upgrade of the hardware or software.
- **User:** Government employee or affiliated volunteer who has the ability to log-in to the system for administrative purposes (e.g., maintaining contact lists, sending notifications, monitoring notification results, etc.). Includes employees and contractors of other public entities who are authorized by the County to access the system pursuant to a Memorandum of Understanding between the County and those public entities.
- **WEA/EAS:** Wireless Emergency Alerts/Emergency Alert System.

ARTICLES

General Terms and Conditions:

- A. **Governing Law and Venue:** This Contract has been negotiated and executed in the state of California and shall be governed by and construed under the laws of the state of California. In the event of any legal action to enforce or interpret this Contract, the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California, and the parties hereto agree to and do hereby submit to the jurisdiction of such court, notwithstanding Code of Civil Procedure Section 394. Furthermore, the parties specifically agree to waive any and all rights to request that an action be transferred for adjudication to another county.
- B. **Entire Contract:** This Contract contains the entire Contract between the parties with respect to the matters herein, and there are no restrictions, promises, warranties or undertakings other than those set forth herein or referred to herein. No exceptions, alternatives, substitutes or revisions are valid or binding on County unless authorized by County in writing. Electronic acceptance of any additional terms, conditions or supplemental Contracts by any County employee or agent, including but not limited to installers of software, shall not be valid or binding on County unless accepted in writing by County's Purchasing Agent or designee.
- C. **Amendments:** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on County unless authorized by County in writing.
- D. **Taxes:** Unless otherwise provided herein or by law, price quoted does not include California state sales or use tax. Out-of-state Contractors shall indicate California Board of Equalization permit number and sales permit number on invoices, if California sales tax is added and collectable. If no permit numbers are shown, sales tax will be deducted from payment. The Auditor-Controller will then pay use tax directly to the State of California in lieu of payment of sales tax to the Contractor.
- E. **Intentionally left blank**
- F. **Acceptance Payment:** Unless otherwise agreed to in writing by County, payment shall be made

annually in advance and in accordance with Attachment B, Compensation and Pricing Provisions. Only in the event the Contractor is terminated for material breach, County shall immediately receive one/twelfth (1/12) of all prepaid PMNS subscription and services (as listed in this contract) for each month or portion thereof remaining for the applicable Contract year as listed in this Contract.

- G. **Warranty:** Contractor Warranty. Contractor shall provide the services in material compliance with the functionality and specifications set forth on the applicable Solution Documentation. Contractor shall provide 24X7X365 customer support. Professional Services shall be performed in a professional manner consistent with industry standards.

Disclaimer. THE FOREGOING REPRESENT THE ONLY WARRANTIES MADE BY CONTRACTOR HEREUNDER, AND CONTRACTOR EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. CONTRACTOR DOES NOT WARRANT THAT THE SOLUTION WILL OPERATE ERROR FREE OR WITHOUT INTERRUPTION. WITHOUT LIMITING THE FOREGOING, IN NO EVENT SHALL CONTRACTOR HAVE ANY LIABILITY FOR PERSONAL INJURY (INCLUDING DEATH) OR PROPERTY DAMAGE ARISING FROM FAILURE OF THE SOLUTION TO DELIVER AN ELECTRONIC COMMUNICATION, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY, EVEN IF CONTRACTOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

SMS Transmission. CLIENT ACKNOWLEDGES THAT THE USE OF SHORT MESSAGING SERVICES ("SMS"), ALSO KNOWN AS TEXT MESSAGING, AS A MEANS OF SENDING MESSAGES INVOLVES A REASONABLY LIKELY POSSIBILITY FROM TIME TO TIME OF DELAYED, UNDELIVERED, OR INCOMPLETE MESSAGES AND THAT THE PROCESS OF TRANSMITTING SMS MESSAGES CAN BE UNRELIABLE AND INCLUDE MULTIPLE THIRD PARTIES THAT PARTICIPATE IN THE TRANSMISSION PROCESS, INCLUDING MOBILE NETWORK OPERATORS AND INTERMEDIARY TRANSMISSION COMPANIES. ACCORDINGLY, CONTRACTOR RECOMMENDS THAT SMS MESSAGING NOT BE USED AS THE SOLE MEANS OF COMMUNICATION IN AN EMERGENCY SITUATION.

- H. **Patent/Copyright Materials/Proprietary Infringement:**

Contractor shall defend, indemnify and hold Client harmless from and against any Claim against Client arising out of (i) any breach by Contractor of applicable privacy laws; (ii) any breach by Contractor of its data security obligations; or (iii) an allegation that the Solution as contemplated hereunder infringes an issued patent or other IP Right in a country in which the Solution is provided to Client. If (x) any aspect of the Solution is found or, in Contractor's reasonable opinion is likely to be found, to infringe upon the IP Right of a third party or (y) the continued use of the Solution is enjoined, then Contractor will promptly and at its own cost and expense at its option: (i) obtain for Client the right to continue using the Solution; (ii) modify such aspect of the Solution so that it is non-infringing; or (iii) replace such aspect of the Solution with a non-infringing functional equivalent. If, after all commercially reasonable efforts, Contractor determines in good faith that options (i) - (iii) are not feasible, Contractor will remove the infringing items from the Solution and refund to Client on a pro-rata basis any prepaid unused fees paid for such infringing element. The remedies set forth in this Section are Client's exclusive remedy for Claims for infringement of an IP Right. Contractor shall have no obligation or liability for any claim pursuant to this Section to the extent arising from: (i) the combinations, operation, or use of the Solution supplied under this Agreement with any product, device, or software not supplied by Contractor to the extent the combination creates the infringement; (ii) the unauthorized alteration or modification by Client of the Solution; or (iii) Contractor's compliance with Client's designs, specifications, requests or instruction pursuant to an engagement for Everbridge Professional Services relating to the Solution to the extent the claim of infringement is based on the foregoing.

Indemnification Process. The indemnifying party's obligations under this Section are contingent upon the indemnified party (a) promptly giving notice of the Claim to the indemnifying party once the Claim is known; (b) giving the indemnifying party sole control of the defense and settlement of the Claim (provided that the indemnifying party may not settle such Claim unless such settlement unconditionally releases the indemnified party of all liability and does not adversely affect the indemnified party's business or service); and (c) providing the indemnifying party all available information and reasonable assistance.

- I. **Assignment:** The terms, covenants, and conditions contained herein shall apply to and bind the heirs, successors, executors, administrators and assigns of the parties. Furthermore, neither the performance of this Contract nor any portion thereof may be assigned by Contractor without the express written consent of County, which consent shall not be unreasonably withheld or delayed. Any attempt by Contractor to assign the performance or any portion thereof of this Contract without the express written consent of County shall be invalid and shall constitute a breach of this Contract.
- J. **Non-Discrimination:** In the performance of this Contract, Contractor agrees that it will comply with the requirements of Section 1735 of the California Labor Code and not engage nor permit any subcontractors to engage in discrimination in employment of persons because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, or sex of such persons. Contractor acknowledges that a violation of this provision shall subject Contractor to penalties pursuant to Section 1741 of the California Labor Code.
- K. **Termination:** In addition to any other remedies or rights it may have by law, County has the right to immediately terminate this Contract without penalty after 30 days' written notice without cause, unless otherwise specified. Exercise by County of its right to terminate the Contract shall relieve County of all further obligation.

Either Party may terminate this Agreement upon the other Party's material breach of the Agreement, provided that (i) the non-breaching Party sends written notice to the breaching Party describing the breach in reasonable detail; (ii) the breaching Party does not cure the breach within thirty (30) days following its receipt of such notice (the "Notice Period"); and (iii) following the expiration of the Notice Period, the non-breaching Party sends a second written notice indicating its election to terminate this Agreement. If Client terminates this Agreement due to material breach by Contractor, Client shall be entitled to a refund of any prepaid unused fees on a pro-rata basis, provided that such refund shall be Client's sole and exclusive remedy.

- L. **Consent to Breach Not Waiver:** No term or provision of this Contract shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether express or implied, shall not constitute consent to, waiver of, or excuse for any other different or subsequent breach.
- M. **Independent Contractor:** Contractor shall be considered an independent contractor and neither Contractor, its employees, nor anyone working under Contractor shall be considered an agent or an employee of County. Neither Contractor, its employees nor anyone working under Contractor shall qualify for workers' compensation or other fringe benefits of any kind through County.
- N. **Performance Warranty:** Contractor shall warrant all work under this Contract, taking necessary steps and precautions to perform the work to County's satisfaction. Contractor shall be responsible for the professional quality, technical assurance, timely completion and coordination of all documentation and other goods/services furnished by the Contractor under this Contract. Contractor shall perform all work diligently, carefully, and in a good and workmanlike manner; shall furnish all necessary labor, supervision, machinery, equipment, materials, and supplies, shall at its sole expense obtain and maintain all permits and licenses required by public authorities, including those of County required in its governmental capacity, in connection with performance of the work. If permitted to subcontract, Contractor shall be fully responsible for all work performed by subcontractors.

1. Contractor shall promptly notify the Orange County Sheriff's Department Emergency Management Division personnel assigned as lead program manager for this Contract upon discovery or reasonable awareness of the following: (a) any issues or deficiencies with the goods/services provided pursuant to this Contract or in the provision of similar products/services to another customer, whether identified by Contractor's own personnel or by other customers or subcontractors; (b) any claim or action against, or any loss by, Contractor that involves or may reasonably be expected to involve similar goods and/or services provided pursuant to this Contract; or (c) the initiation of any government investigation that may result in a finding that Contractor is not in compliance with all applicable federal, state and local laws. Notification may be performed through an automated service notification email or telephone process, or via direct personal phone calls with written follow-up documentation, depending upon the urgency of the issues, incidents, or deficiencies. Contractor shall maintain a system issue/deficiency log during the life of the Contract and for four (4) years beyond contract termination, which shall be made available to the County upon request.
2. County shall promptly notify Contractor upon discovery or reasonable belief/awareness of any issues or deficiencies with the goods/services to be provided pursuant to this Contract, either identified directly by County's own personnel or by other customers or subcontractors. Notification may be performed in writing or direct personal phone call with written follow-up documentation, depending upon the urgency of the issues, incidents, or deficiencies. The Contractor shall include these issues or deficiencies in their system issue/deficiency log during the life of the contract and for four (4) years beyond contract termination.
3. In the event any goods or services provided by the Contractor in the performance of the Contract should fail to conform to the requirements in this Contract, it shall become the duty of the Contractor to correct the performance of goods/services, without expense to the County. If corrective action (including but not limited to patches, bug fixes, updates) is taken by the Contractor to remedy issues or deficiencies in the provision of similar goods and/or services to other customers, such corrective action shall be provided to the County at no additional cost if such corrective action is needed for the Contractor to meet its obligations under this Contract.
4. The County and Contractor agree to establish a collaborative process for developing timelines and benchmarks for corrective action and resolution of issues or deficiencies.

O. **Insurance Provisions:** Prior to the provision of services under this Contract, the Contractor agrees to carry all required insurance at Contractor's expense, including all endorsements required herein, necessary to satisfy the County that the insurance provisions of this Contract have been complied with. Contractor agrees to keep such insurance coverage current, provide Certificates of Insurance, and endorsements to the County during the entire term of this Contract.

Contractor shall ensure that all subcontractors performing work on behalf of Contractor pursuant to this Contract shall be covered under Contractor's insurance as an Additional Insured or maintain insurance subject to the same terms and conditions as set forth herein for Contractor. Contractor shall not allow subcontractors to work if subcontractors have less than the level of coverage required by County from Contractor under this Contract. It is the obligation of Contractor to provide notice of the insurance requirements to every subcontractor and to receive proof of insurance prior to allowing any subcontractor to begin work. Such proof of insurance must be maintained by Contractor through the entirety of this Contract for inspection by County representative(s) at any reasonable time.

All self-insured retentions (SIRs) shall be clearly stated on the Certificate of Insurance. Any SIRs in excess of Fifty Thousand Dollars \$50,000 shall specifically be approved by the County's Risk Manager, or designee. The County reserves the right to require current audited financial reports from Contractor. If Contractor is self-insured, Contractor will indemnify the County for any and all claims resulting or arising from Contractor's services in accordance with the indemnity provision stated in this contract.

If the Contractor fails to maintain insurance acceptable to the County for the full term of this Contract, the County may terminate this Contract.

Qualified Insurer

The policy or policies of insurance must be issued by an insurer with a minimum rating of A- (Secure A.M. Best's Rating) and VIII (Financial Size Category as determined by the most current edition of the **Best's Key Rating Guide/Property-Casualty/United States or ambest.com**).

If the insurance carrier does not have an A.M. Best Rating of A-/VIII, CEO/ Risk Management retains the right to approve or reject a carrier after a review of the company's performance and financial ratings.

The policy or policies of insurance maintained by the Contractor shall provide the minimum limits and coverage as set forth below:

<u>Coverage</u>	<u>Minimum Limits</u>
Commercial General Liability	\$1,000,000 per occurrence \$2,000,000 aggregate
Automobile Liability including coverage owned or scheduled, non-owned and hired vehicles	\$1,000,000 combined single limit each accident
Workers Compensation	Statutory
Employers Liability Insurance	\$1,000,000 per accident or disease
Network Security & Privacy Liability	\$1,000,000 per claims-made
Technology Errors & Omissions	\$2,000,000 per claims-made \$2,000,000 aggregate

Increased insurance limits may be satisfied with Excess/Umbrella policies. Excess/Umbrella policies when required must provide Follow Form coverage.

Required Coverage Forms

The Commercial General Liability coverage shall be written on occurrence basis utilizing Insurance Services Office (ISO) form CG 00 01, or a substitute form providing liability coverage at least as broad.

The Business Auto Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 0012, CA 00 20, or a substitute form providing coverage at least as broad.

Required Endorsements

The Commercial General Liability policy shall contain the following endorsements, which shall accompany the Certificate of Insurance:

- 1) An Additional Insured endorsement using ISO form CG 20 26 04 13, or a form at least as broad naming the *County of Orange its elected and appointed officials, officers, agents, and employees* as Additional Insureds, or provide blanket coverage, which will state ***AS REQUIRED BY WRITTEN CONTRACT.***
- 2) A primary non-contributory endorsement using ISO form CG 20 01 04 13, or a form at least as broad evidencing that the Contractor's insurance is primary and any insurance or self-insurance maintained by the County of Orange shall be excess and non-contributing.

The Network Security and Privacy Liability policy shall contain the following endorsements which shall accompany the Certificate of Insurance:

- 1) An Additional Insured endorsement naming the *County of Orange, its elected and appointed officials, officers, agents, and employees* as Additional Insureds for its vicarious liability.
- 2) A primary and non-contributory endorsement evidencing that the Contractor's insurance is primary and any insurance or self-insurance maintained by the County of Orange shall be excess and non-contributing.

The Workers' Compensation policy shall contain a waiver of subrogation endorsement waiving all rights of subrogation against the *County of Orange, its elected and appointed officials, officers, agents, and employees* or provide blanket coverage, which will state ***AS REQUIRED BY WRITTEN CONTRACT.***

All insurance policies required by this Contract shall waive all rights of subrogation against the County of Orange, its elected and appointed officials, officers, agents, and employees when acting within the scope of their appointment or employment.

Contractor shall provide thirty (30) days prior written notice to the County of any policy cancellation or non-renewal and ten (10) days prior written notice where cancellation is due to non-payment of premium and provide a copy of the cancellation notice to County. Failure to provide written notice of cancellation may constitute a material breach of the Contract, upon which the County may suspend or terminate this Contract.

If Contractor's Technology Errors & Omissions and/or Network Security & Privacy Liability are "Claims-Made" policy(ies), Contractor shall agree to the following:

- 1) The retroactive date must be shown and must be before the date of the contract or the beginning of the contract services.
- 2) Insurance must be maintained, and evidence of insurance must be provided for at least three (3) years after expiration or earlier termination of contract services.
- 3) If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the contract services, Contractor must purchase an extended reporting period for a minimum of three (3) years after expiration of earlier termination of the Contract.

The Commercial General Liability policy shall contain a severability of interests clause also known as a "separation of insureds" clause (standard in the ISO CG 0001 policy).

Insurance certificates should be forwarded to the agency/department address listed on the solicitation.

If the Contractor fails to provide the insurance certificates and endorsements within seven (7) days of notification by CEO/Purchasing or the agency/department purchasing division, award may be made to the next qualified vendor.

County expressly retains the right to require Contractor to increase or decrease insurance of any of the above insurance types throughout the term of this Contract. Any increase or decrease in insurance will be as deemed by County of Orange Risk Manager as appropriate to adequately protect County.

County shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not provide acceptable Certificates of Insurance and endorsements to County incorporating such changes within thirty (30) days of receipt of such notice, this Contract may be in breach without further notice to Contractor, and County shall be entitled to all legal remedies.

The procuring of such required policy or policies of insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract, nor act in any way to reduce the policy coverage and limits available from the insurer.

P. **Changes:** Contractor shall make no changes in the work or perform any additional work without the County's specific written approval.

Q. **Change of Ownership/Name, Litigation Status, Conflicts with County Interests:** Contractor agrees that if there is a change or transfer in ownership of Contractor's business prior to completion of this Contract, the new owners shall be required under terms of sale or other instruments of transfer to assume Contractor's duties and obligations contained in this Contract and complete them to the satisfaction of County.

County reserves the right to immediately terminate the Contract in the event the County determines that the assignees is not qualified or is otherwise unacceptable to the County for the provision of services under the Contract.

In addition, Contractor has the duty to notify the County in writing of any change in the Contractor's status with respect to name changes that do not require an assignment of the Contract. The Contractor is also obligated to notify the County in writing if the Contractor becomes a party to any litigation against the County, or a party to litigation that may reasonably affect the Contractor's performance under the Contract, as well as any potential conflicts of interest between Contractor and County that may arise prior to or during the period of Contract performance. While Contractor will be required to provide this information without prompting from the County any time there is a change in Contractor's name, conflict of interest or litigation status, Contractor must also provide an update to the County of its status in these areas whenever requested by the County.

The Contractor shall exercise reasonable care and diligence to prevent any actions or conditions that could result in a conflict with County interests. In addition to the Contractor, this obligation shall apply to the Contractor's employees, agents, and subcontractors associated with the provision of goods and services provided under this Contract. The Contractor's efforts shall include, but not be limited to establishing rules and procedures preventing its employees, agents, and subcontractors from providing or offering gifts, entertainment, payments, loans or other considerations which could be deemed to influence

or appear to influence County staff or elected officers in the performance of their duties.

R. **Intentionally left blank**

- S. **Confidentiality:** Contractor agrees to maintain the confidentiality of all County and County-related records and information pursuant to all statutory laws relating to privacy and confidentiality that currently exist or exist at any time during the term of this Contract. All such records and information shall be considered confidential and kept confidential by Contractor and Contractor's staff, agents and employees.

Definition. "Confidential Information" means all information of a Party ("Disclosing Party") disclosed to the other Party ("Receiving Party"), whether orally, electronically, in writing, or by inspection of tangible objects (including, without limitation, documents or prototypes), that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Confidential Information includes without limitation, all Client Data, the Solutions, and either Party's business and marketing plans, technology and technical information, product designs, reports and business processes. Confidential Information shall not include any information that: (i) is or becomes generally known to the public without breach of any obligation owed to Disclosing Party; (ii) was known to Receiving Party prior to its disclosure by Disclosing Party without breach of any obligation owed to Disclosing Party; (iii) was independently developed by Receiving Party without breach of any obligation owed to Disclosing Party; or (iv) is received from a third party without breach of any obligation owed to Disclosing Party. Confidential Information shall not include this Contract.

Protection. Receiving Party shall not disclose or use any Confidential Information of Disclosing Party for any purpose other than performance or enforcement of this Agreement without Disclosing Party's prior written consent. If Receiving Party is compelled by law to disclose Confidential Information of Disclosing Party, including under the Freedom of Information Act or other public information request (i.e., "state sunshine" laws) it shall provide Disclosing Party with prior notice of such compelled disclosure (to the extent legally permitted) and reasonable assistance, at Disclosing Party's cost, if Disclosing Party wishes to contest the disclosure. Receiving Party shall protect the confidentiality of Disclosing Party's Confidential Information in the same manner that it protects the confidentiality of its own confidential information of like kind (but in no event using less than reasonable care). Receiving Party shall promptly notify Disclosing Party if it becomes aware of any breach of confidentiality of Disclosing Party's Confidential Information.

Upon Termination. Upon any termination of this Agreement, the Receiving Party shall continue to maintain the confidentiality of the Disclosing Party's Confidential Information and, upon request and to the extent practicable, destroy all materials containing such Confidential Information. Notwithstanding the foregoing, either Party may retain a copy of any Confidential Information if required by applicable law or regulation, in accordance with internal compliance policy, or pursuant to automatic computer archiving and back-up procedures, subject at all times to the continuing applicability of the provisions of this Agreement.

- T. **Compliance with Laws:** Contractor represents that services to be provided under this Contract shall fully comply, at Contractor's expense, with all standards, laws, statutes, restrictions, ordinances, requirements, and regulations (collectively "laws"), including, but not limited to those issued by County in its governmental capacity and all other laws applicable to the services at the time services are provided to and accepted by County. Contractor acknowledges that County is relying on Contractor to ensure such compliance.

- U. **Freight:** Intentionally left blank.
- V. **Severability:** If any term, covenant, condition or provision of this Contract is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.
- W. **Attorney Fees:** In any action or proceeding to enforce or interpret any provision of this Contract, each party shall bear their own attorney's fees, costs and expenses.
- X. **Interpretation:** This Contract has been negotiated at arm's length and between persons sophisticated and knowledgeable in the matters dealt with in this Contract. In addition, each party had been represented by experienced and knowledgeable independent legal counsel of their own choosing or has knowingly declined to seek such counsel despite being encouraged and given the opportunity to do so. Each party further acknowledges that they have not been influenced to any extent whatsoever in executing this Contract by any other party hereto or by any person representing them, or both. Accordingly, any rule or law (including California Civil Code Section 1654) or legal decision that would require interpretation of any ambiguities in this Contract against the party that has drafted it is not applicable and is waived. The provisions of this Contract shall be interpreted in a reasonable manner to effect the purpose of the parties and this Contract.
- Y. **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by County, and hold harmless, the County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.
- Z. **Audits/Inspections:** Contractor agrees to permit the County's Auditor-Controller or the Auditor-Controller's authorized representative (including auditors from a private auditing firm hired by the County) access during normal working hours to all books, accounts, records, reports, files, financial records, supporting documentation, including payroll and accounts payable/receivable records, and other papers or property of Contractor for the purpose of auditing or inspecting financial books and under this Contract. The inspection and/or audit will be confined to those matters connected with the financial aspects of the Contract including, but not limited to, the costs of administering the Contract. The County will provide reasonable notice of such an audit or inspection. All documents requested shall be provided electronically.

The County reserves the right to audit and verify the Contractor's records before final payment is made.

Contractor agrees to maintain such records for possible audit for a minimum of three years after final payment, unless a longer period of records retention is stipulated under this Contract or by law. Contractor agrees to allow interviews of any employees or others who might reasonably have information related to such records. Further, Contractor agrees to include a similar right to the County to audit records and interview staff of any subcontractor related to performance of this Contract.

Should the Contractor cease to exist as a legal entity, the Contractor's records pertaining to this agreement shall be forwarded to the County's project manager.

AA. Intentionally left blank

BB. Contingency of Funds: Contractor acknowledges that funding or portions of funding for this Contract may be contingent upon state budget approval; receipt of funds from, and/or obligation of funds by, the state of California to County; and inclusion of sufficient funding for the services hereunder in the budget approved by County's Board of Supervisors for each fiscal year covered by this Contract. If such approval, funding or appropriations are not forthcoming, or are otherwise limited, County may immediately terminate or modify this Contract without penalty.

CC. Licensing Terms and Conditions:

1. County Responsibilities

1.1 Client Data. County shall retain all ownership rights in all Contact data and all electronic data County transmits to Contractor to or through the Solutions ("County Data"). County represents that it has the right to authorize and hereby does authorize Contractor to collect, store and process County Data subject to the terms of this Agreement. County shall maintain a copy of all Contact data it provides to Contractor.

1.2 Use of Solutions. County is responsible for all activity occurring under County's account(s) and shall comply with all applicable laws and regulations in connection with County's use of the Services, including its provision of County Data to Contractor. County shall be responsible for ensuring that there is a lawful basis for sending communications through the Solutions to Contacts including, where applicable, obtaining the required consent of Contacts. County shall promptly notify Contractor of any unauthorized use of any password or account of which County becomes aware. County acknowledges that the Solutions are a passive conduit for the transmission of County Data, and Contractor has no obligation to screen, preview or monitor content, and shall have no liability for any errors or omissions or for any defamatory, libelous, offensive or otherwise unlawful content in any County Data, or for any losses, damages, claims, or other actions arising out of or in connection with any data sent, accessed, posted or otherwise transmitted via the Solutions by County, Users or Contacts, except to the extent such losses are caused directly by the acts or omissions of Contractor personnel.

2. Proprietary Rights

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Contractor hereby grants to County, during the term of this Agreement, a limited, non-exclusive, non-transferable, non-sublicensable right to use the Solutions.

2.2 Restrictions. County shall use the Solution solely for its internal business purposes. In particular, County's use of the Solutions shall not include service bureau use, outsourcing, renting, reselling, sublicensing, or time-sharing. County shall not (i) sell, transfer, assign, distribute or otherwise commercially exploit or make the Solution available to any third party except as expressly set forth herein; (ii) modify or make derivative works based upon the Solution; (iii) reverse engineer the Solution; (iv) remove, obscure or alter any proprietary notices or labels on the Solution or any materials made available by Contractor; (v) use, post, transmit or introduce any device, software or routine (including viruses, worms or other harmful code) which interferes or attempts to interfere with the operation of the Solution; or (vi) defeat or attempt to defeat any security mechanism of any Solution.

2.3 Reservation of Rights. The Solutions (including all associated computer software (whether in source code, object code, or other form), databases, indexing, search, and retrieval methods and routines, HTML, active server pages, intranet pages, and similar materials) and all intellectual property and other rights, title, and interest therein (collectively, "IP Rights"), whether conceived by Contractor

alone or in conjunction with others, constitute Confidential Information and the valuable intellectual property, proprietary material, and trade secrets of Contractor and its licensors and are protected by applicable intellectual property laws of the United States and other countries. Contractor owns (i) all voluntary feedback regarding the design or operation of the Services (except for the County Data) provided to Contractor by Users, County and Contacts in conjunction with the Services, and (ii) all aggregated and anonymized transactional, performance, derivative data and metadata generated in connection with the Solutions, which are generally used to improve the functionality and performance of the Services. Except for the rights expressly granted to County in this Agreement, all rights in and to the Solutions and all of the foregoing elements thereof (including the rights to any work product resulting from Professional Services and to any modification, enhancement, configuration or derivative work of the Solutions) are and shall remain solely owned by Contractor and its respective licensors. Contractor may use and provide Solutions and Professional Services to others that are similar to those provided to County hereunder, and Contractor may use in engagements with others any knowledge, skills, experience, ideas, concepts, know-how and techniques used or gained in the provision of the Solutions or Professional Services to County, provided that, in each case, no County Data or County Confidential Information is disclosed thereby.

3. Limitation of Liability: To the maximum extent permitted by law, neither Party shall have any liability to the other Party for any indirect, special, incidental, punitive, or consequential damages, however caused, under any theory of liability, and whether or not the Party has been advised of the possibility of such damage. Except for its indemnification obligations in this Agreement to the contrary, in no event shall Contractor's aggregate liability, regardless of whether any action or claim is based on warranty, contract, tort or otherwise, exceed amounts paid or due by County to Contractor hereunder during the 12-month period prior to the event giving rise to such liability. The foregoing limitations shall apply even if the non-breaching party's remedies under this Agreement fail their essential purpose.

Additional Terms and Conditions:

1. **Scope of Contract:** This Contract specifies the Contractual terms and conditions by which County will procure a Public Mass Notification System from Contractor as further detailed in the Scope of Work, identified, and incorporated herein by this reference as "Attachment A".
2. **Term of Contract:** This Contract shall commence on December 31, 2024 and continue for three (3) calendar years from that date, unless otherwise terminated by County. This Contract may be renewed as set forth in paragraph 3 below.
3. **Renewal:** This Contract may be renewed by mutual written agreement of both Parties for two (2) additional one (1) year terms. The County does not have to give reason if it elects not to renew. Renewal periods may be subject to approval by the County of Orange Board of Supervisors.
4. **Adjustments – Scope of Work:** No adjustments made to the Scope of Work will be authorized without prior written approval of the County assigned Deputy Purchasing Agent.
5. **Civil Rights:** Contractor attests that services provided shall be in accordance with the provisions of Title VI and Title VII of the Civil Rights Act of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975 as amended; Title II of the Americans with Disabilities Act of 1990, and other applicable State and federal laws and regulations prohibiting discrimination on the basis of race, color, national origin, ethnic group identification, age, religion, marital status, sex or disability.
6. **Conflict of Interest – Contractor's Personnel:** Contractor shall exercise reasonable care and diligence to prevent any actions or conditions that could result in a conflict with the best interests of County. This obligation shall apply to Contractor; Contractor's employees, agents, and subcontractors associated with accomplishing work and services hereunder. Contractor's efforts shall

include, but not be limited to establishing precautions to prevent its employees, agents, and subcontractors from providing or offering gifts, entertainment, payments, loans or other considerations which could be deemed to influence or appear to influence County staff or elected officers from acting in the best interests of County.

7. **Conflict of Interest – County Personnel:** County of Orange Board of Supervisors policy prohibits its employees from engaging in activities involving a conflict of interest. Contractor shall not, during the period of this Contract, employ any County employee for any purpose.
8. **Contractor's Project Manager and Key Personnel:** Contractor shall appoint a Project Manager to direct Contractor's efforts in fulfilling Contractor's obligations under this Contract. This Project Manager shall be subject to approval by County and shall not be changed without the written consent of County's Project Manager, which consent shall not be unreasonably withheld.

Contractor's Project Manager shall be assigned to this project for the duration of Contract and shall diligently pursue all work and services to meet the project time lines. County's Project Manager shall have the right to require the removal and replacement of Contractor's Project Manager from providing services to County under this Contract. County's Project manager shall notify Contractor in writing of such action. Contractor shall accomplish the removal within five (5) business days after written notice by County's Project Manager. County's Project Manager shall review and approve the appointment of the replacement for Contractor's Project Manager. County is not required to provide any additional information, reason or rationale in the event it requires the removal of Contractor's Project Manager from providing further services under Contract.

9. **Contractor Personnel – Reference Checks:** Contractor warrants that all persons employed to provide service under this Contract have satisfactory past work records indicating their ability to adequately perform the work under this Contract. Contractor's employees assigned to this project must meet character standards as demonstrated by background investigation and reference checks, coordinated by the agency/department issuing this Contract.
10. **Contractor Personnel – Uniform/Badges/Identification:** Contractor warrants that all persons employed to provide service under this Contract have satisfactory past work records indicating their ability to accept the kind of responsibility under this Contract.

All Contractor's employees shall be required to wear uniforms, badges, or other means of identification which are to be furnished by Contractor and must be work at all times while working on County property. The assigned Deputy Purchasing Agent must be notified in writing, within seven (7) days of notification of award of Contract of the uniform and/or badges and/or other identification to be worn by employees prior to beginning work and notified in writing seven (7) days prior to any changes in this procedure.

11. **Contractor's Records:** Contractor shall keep true and accurate accounts, records, books and data which shall correctly reflect the business transacted by Contractor in accordance with generally accepted accounting principles. These records shall be stored for a period of three (3) years after final payment is received from County.
12. **Conditions Affecting Work:** The Contractor shall be responsible for taking all steps reasonably necessary to ascertain the nature and location of the work to be performed under this Contract and to know the general conditions which can affect the work or the cost thereof. Any failure by the Contractor to do so will not relieve Contractor from responsibility for successfully performing the work without additional cost to the County. The County assumes no responsibility for any understanding or representations concerning the nature, location(s) or general conditions made by any of its officers or agents prior to the execution of this Contract, unless such understanding or representations by the County are expressly stated in the Contract.

13. **Data – Title To:** All materials, documents, data or information obtained from County data files or any

County medium furnished to Contractor in the performance of this Contract will at all times remain the property of County. Such data or information may not be used or copied for direct or indirect use by Contractor after completion or termination of this Contract without the express written consent of County. All materials, documents, data or information, including copies, must be returned to County at the end of this Contract.

14. **Debarment:** Contractor shall certify that neither Contractor nor its principles are presently debarred, proposed for debarment, declared ineligible or voluntarily excluded from participation in the transaction by any Federal department or agency. Where Contractor as the recipient of federal funds, is unable to certify to any of the statements in the certification, Contractor must include an explanation with the bid/proposal. Debarment pending debarment, declared ineligibility or voluntary exclusion from participation by any Federal department or agency may result in the bid/proposal being deemed non-responsible.
15. **Disputes – Contract:**
 - A. The parties shall deal in good faith and attempt to resolve potential disputes informally. If the dispute concerning a question of fact arising under the terms of this Contract is not disposed of in a reasonable period of time by the Contractor's Project Manager and the County's Project Manager, such matter shall be brought to the attention of the County Deputy Purchasing Agent by way of the following process:
 1. The Contractor shall submit to the agency/department assigned Deputy Purchasing Agent a written demand for a final decision regarding the disposition of any dispute between the parties arising under, related to, or involving this Contract, unless the County, on its own initiative, has already rendered such a final decision.
 2. The Contractor's written demand shall be fully supported by factual information, and, if such demand involves a cost adjustment to the Contract, the Contractor shall include with the demand a written statement signed by a senior official indicating that the demand is made in good faith, that the supporting data are accurate and complete, and that the amount requested accurately reflects the Contract adjustment for which the Contractor believes the County is liable.
 - B. Pending the final resolution of any dispute arising under, related to, or involving this Contract, the Contractor agrees to diligently proceed with the performance of this Contract, including the delivery of goods and/or provision of services. The Contractor's failure to diligently proceed shall be considered a material breach of this Contract.

Any final decision of the County shall be expressly identified as such, shall be in writing, and shall be signed by the County Deputy Purchasing Agent or his designee. If the County fails to render a decision within 90 days after receipt of the Contractor's demand, it shall be deemed a final decision adverse to the Contractor's contentions. Nothing in this section shall be construed as affecting the County's right to terminate the Contract for cause or termination for convenience as stated in section K herein.

16. **Drug-Free Workplace:** The Contractor hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The Contractor will:
 1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a)(1).

2. Establish a drug-free awareness program as required by Government Code Section 8355(a)(2) to inform employees about all of the following:
 - a. The dangers of drug abuse in the workplace;
 - b. The organization's policy of maintaining a drug-free workplace;
 - c. Any available counseling, rehabilitation and employee assistance programs; and
 - d. Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355(a)(3) that every employee who works under this Contract:
 - a. Will receive a copy of the company's drug-free policy statement; and
 - b. Will agree to abide by the terms of the company's statement as a condition of employment under this Contract.

Failure to comply with these requirements may result in suspension of payments under the Contract or termination of the Contract or both, and the Contractor may be ineligible for award of any future County contracts if the County determines that any of the following has occurred:

1. The Contractor has made false certification, or
2. The Contractor violates the certification by failing to carry out the requirements as noted above.

17. **EDD Independent Contractor Reporting Requirements:** Effective January 1, 2001, the County of Orange is required to file in accordance with subdivision (a) of Section 6041A of the Internal Revenue Code for services received from a "service provider" to whom the County pays \$600 or more or with whom the County enters into a contract for \$600 or more within a single calendar year. The purpose of this reporting requirement is to increase child support collection by helping to locate parents who are delinquent in their child support obligations.

The term "service provider" is defined in California Unemployment Insurance Code Section 1088.8, subparagraph B.2 as "an individual who is not an employee of the service recipient for California purposes and who received compensation or executes a contract for services performed for that service recipient within or without the state." The term is further defined by the California Employment Development Department to refer specifically to independent Contractors. An independent Contractor is defined as "an individual who is not an employee of the government entity for California purposes and who receives compensation or executes a contract for services performed for that government entity either in or outside of California."

The reporting requirement does not apply to corporations, general partnerships, limited liability partnerships, and limited liability companies.

Additional information on this reporting requirement can be found at the California Employment Development Department web site located at http://www.edd.ca.gov/Employer_Services.htm

18. **Equal Employment Opportunity:** The Contractor shall comply with U.S. Executive Order 11246 entitled, "Equal Employment Opportunity" as amended by Executive Order 11375 and as

supplemented in Department of Labor regulations (41 CFR, Part 60) and applicable state of California regulations as may now exist or be amended in the future. The Contractor shall not discriminate against any employee or applicant for employment on the basis of race, color, national origin, ancestry, religion, sex, marital status, political affiliation or physical or mental condition.

Regarding handicapped persons, the Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to provide equal opportunity to handicapped persons in employment or in advancement in employment or otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicaps in all employment practices such as the following: employment, upgrading, promotions, transfers, recruitments, advertising, layoffs, terminations, rate of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to comply with the provisions of Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, pertaining to prohibition of discrimination against qualified handicapped persons in all programs and/or activities as detailed in regulations signed by the Secretary of the Department of Health and Human Services effective June 3, 1977, and found in the Federal Register, Volume 42, No. 68 dated May 4, 1977, as may now exist or be amended in the future.

Regarding Americans with disabilities, Contractor agrees to comply with applicable provisions of Title 1 of the Americans with Disabilities Act enacted in 1990 as may now exist or be amended in the future.

19. **Emergency/Declared Disaster Requirements:** In the event of an emergency or if Orange County is declared a disaster area by the County, state or federal government, this Contract may be subjected to unusual usage. The Contractor shall service the County during such an emergency or declared disaster under the same terms and conditions that apply during non-emergency/disaster conditions. The pricing quoted by the Contractor shall apply to serving the County's needs regardless of the circumstances. If the Contractor is unable to supply the goods/services under the terms of the Contract, then the Contractor shall provide proof of such disruption and a copy of the invoice for the goods/services from the Contractor's supplier(s). Additional profit margin as a result of supplying goods/services during an emergency or a declared disaster shall not be permitted. In the event of an emergency or declared disaster, emergency purchase order numbers will be assigned. All applicable invoices from the Contractor shall show both the emergency purchase order number and the Contract number.
20. **Errors and Omissions:** All reports, files and other documents prepared and submitted by Contractor shall be complete and shall be carefully checked by the professional(s) identified by Contractor as Contractor Project Manager and key personnel attached hereto, prior to submission to the County. Contractor agrees that County review is discretionary, and Contractor shall not assume that the County will discover errors and/or omissions. If the County discovers any errors or omissions prior to approving Contractor's reports, files and other written documents, the reports, files or documents will be returned to Contractor for correction. Should the County or others discover errors or omissions in the reports, files or other written documents submitted by Contractor after County approval thereof, County approval of Contractor's reports, files or documents shall not be used as a defense by Contractor in any action between the County and Contractor, and the reports, files or documents will be returned to Contractor for correction without payment of additional compensation.
21. **Gratuities:** The Contractor warrants that no gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Contractor or any agent or representative of the Contractor to any officer or employee of the County with a view toward securing the Contract or securing favorable treatment with respect to any determinations concerning the performance of the Contract. For breach or violation of this warranty, the County shall have the right to terminate the Contract,

either in whole or in part, and any loss or damage sustained by the County in procuring on the open market any services which the Contractor agreed to supply shall be borne and paid for by the Contractor. The rights and remedies of the County provided in the clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under the Contract.

22. **Interpretation of Contract:** In the event of a conflict or question involving the provisions of any part of this Contract, interpretation and clarification as necessary shall be determined by the County's assigned buyer. If disagreement exists between the Contractor and the County's assigned buyer in interpreting the provision(s), final interpretation and clarification shall be determined by the County's Purchasing Agent or his designee.
23. **Lobbying:** On the best information and belief, Contractor certifies no federal appropriated funds have been paid or will be paid by, or on behalf of, the Contractor to any person influencing or attempting to influence an officer or employee of Congress; or an employee of a member of Congress in connection with the awarding of any federal contract, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative contract.
24. **News/Information Release:** Contractor agrees that it will not issue any news releases in connection with either the award of this Contract or any subsequent amendment of or effort under this Contract without first obtaining review and written approval of said news releases from County through County's Project Manager.
25. **Notices:** Any and all notices, requests demands and other communications contemplated, called for, permitted, or required to be given hereunder shall be in writing with a copy provided to the assigned Deputy Purchasing Agent (DPA), except through the course of the parties' project managers' routine exchange of information and cooperation during the terms of the work and services. Any written communications shall be deemed to have been duly given upon actual in-person delivery, if delivery is by direct hand, or upon delivery on the actual day of receipt or no greater than four (4) calendar days after being mailed by US certified or registered mail, return receipt requested, postage prepaid, whichever occurs first. The date of mailing shall count as the first day. All communications shall be addressed to the appropriate party at the address stated herein or such other address as the parties hereto may designate by written notice from time to time in the manner aforesaid.

Contractor: Everbridge, Inc.
155 N. Lake Ave., Suite 900
Pasadena, CA 91101
Attn: Joanna Burlison
Ph: 888-366-4911
Email: Joanna.burlison@everbridge.com

County: County Of Orange
Orange County Sheriff's Department/Emergency Management Division
2644 Santiago Canyon Road
Silverado, CA 92676
Attn: Lee Kaser
Ph: 714-628-7081
Email: Lkaser@ocsheriff.gov

Assigned DPA: County of Orange
Orange County Sheriff's Department/Procurement Division
Attn: Maria Ayala
320 N. Flower St. 2nd Fl.
Santa Ana, CA. 92703

Ph: 714-834-6360
Email: Mayala@ocsheriff.gov

26. **Precedence:** Contract documents consist of this Contract and its exhibits and attachments. In the event of a conflict between or among Contract documents, the order of precedence shall be the provisions of the main body of this Contract, i.e., those provisions set forth in the recitals and articles of this Contract, and then the exhibits and attachments.
27. **Research and Publications:** Contractor shall not utilize information and/or data received from COUNTY, or arising out of, or developed, as a result of this Contract for the purpose of personal research, or for publication.
28. **Reports/Meetings:** The Contractor shall develop reports and any other relevant documents necessary to complete the services and requirements as set forth in this contract. The County's project manager and the Contractor's project manager will meet on reasonable notice to discuss the Contractor's performance and progress under this Contract. If requested, the Contractor's project manager and other project personnel shall attend all meetings. The Contractor shall provide such information that is requested by the County for the purpose of monitoring progress under this Contract.
29. **Sub-Contracting:** No performance of this Contract or any portion thereof may be subcontracted by the Contractor without the express written consent of the County. Any attempt by the Contractor to subcontract any performance of this Contract without the express written consent of the County shall be invalid and shall constitute a breach of this Contract.

In the event that the Contractor is authorized by the County to subcontract, this Contract shall take precedence over the terms of the Contract between Contractor and subcontractor, and shall incorporate by reference the terms of this Contract. The County shall look to the Contractor for performance and indemnification and not deal directly with any subcontractor. All work performed by a subcontractor must meet the approval of the County of Orange.

30. **Substitutions:** The Contractor is required to meet all specifications and requirements contained herein. No substitutions will be accepted without prior County written approval.
31. **State Funds – Audits:** When and if state funds are used in whole or part to pay for the goods and/or services under this Contract, the Contractor agrees to allow the Contractor's financial records to be audited by auditors from the State of California, the County of Orange, or a private auditing firm hired by the State or the County. The State or County shall provide reasonable notice of such audit.
32. **Waivers - Contract:** The failure of the County in any one or more instances to insist upon strict performance of any of the terms of this Contract or to exercise any option contained herein shall not be construed as a waiver or relinquishment to any extent of the right to assert or rely upon any such terms or option on any future occasion.
33. **Termination – Orderly:** After receipt of a termination notice from County of Orange, Contractor may submit to County a termination claim, if applicable. Such claim shall be submitted promptly, but in no event later than 60 days from the effective date of the termination, unless one or more extensions in writing are granted by County upon written request of Contractor. Upon termination County agrees to pay Contractor for all services performed prior to termination which meet the requirements of Contract, provided, however, that such compensation combined with previously paid compensation shall not exceed the total compensation set forth in Contract. Upon termination or other expiration of this Contract, each party shall promptly return to the other party all papers, materials, and other properties of the other held by each for purposes of performance of Contract. Contractor understands the sensitivity and importance of the services provided herein, and agrees to the orderly transition to a new vendor so that there is no disruption in service.

34. **Usage:** No guarantee is given by County to Contractor regarding usage of this Contract. Usage figures, if provided, are approximations. Contractor agrees to supply services and/or commodities requested, as needed by County of Orange, at rates/prices listed in Contract, regardless of quantity requested. Unlimited message delivery modalities including SMS, voice, email or Everbridge Mobile App for all communications and messaging. If Client excessively uses the SMS or Voice modalities for non-public safety messaging, in Contractor's reasonable discretion, Client and Contractor shall engage in good faith discussions about best practices for messaging.
35. **Usage Reports:** Contractor shall submit usage reports on an annual basis to the assigned Deputy Purchasing Agent of County of Orange user agency/department. The usage report shall be in a format specified by the user agency/department and shall be submitted 90 days prior to the expiration date of Contract term, or any subsequent renewal term, if applicable.
36. **Networks and Carriers:** The Solution delivers information for supported Contact paths to public and private networks and carriers, but Contractor cannot guarantee delivery of the information to the recipients. Final delivery of information to recipients is dependent on and is the responsibility of the designated public and private networks or carriers.
37. **Federal Grant Funds:** The following shall apply to purchases made through the expenditure of Federal Grant Funds by the Orange County Sheriff's Department:
- i. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended— If this Agreement is in excess of \$150,000, Contractor shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
 - ii. Energy Policy and Conservation Act Provision: Contractor shall follow mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
 - iii. **Certifications: Federal Grant Funds:** Contractor is informed and understands that this Contract is being partially funded by Federal Grant Funds. Contractor agrees to the following in relation to executing this Contract.
 1. Audit Records - With respect to all matters covered by this agreement all records shall be made available for audit and inspection by the grant agency and/or their duly authorized representatives for a period of three (3) years from the termination of this Contract.
 2. Contractor will comply, with all requirements of the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor Regulations (29 CFR Part 3), as applicable
 3. Contractor will comply, with all requirements of Sections 103 and 107 of the Contractor Work and Safety Standards Act (40 U.S.C 327-330) as supplemented by Department of Labor regulations (29 CFR Part 5), as applicable."

(A) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, if this Agreement meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.4, the Contractor shall agree as follows:

(1) Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sexual orientation, gender identity, or national origin. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) Contractor will not discharge, or in any other manner discriminate against, any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.

(4) Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(6) Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled,

terminated, or suspended in whole or in part and Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

(B) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) that Contractor shall comply with as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, Contractor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, Contractor is required to pay wages not less than once a week. The Contractor shall also comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

(C) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(D) Rights to Inventions Made Under a Contract or Agreement. If this Agreement involves a Federal award meeting the definition of "funding agreement" under 37 CFR §401.2 (a) and the

Contractor wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the Contractor must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

- (E) Federal Grant recipients, subrecipients, contractors and subcontractors shall comply with 2 C.F.R. §200.323, Procurement of recovered materials.
 - (F) Contracts for more than the federal Simplified Acquisition Threshold (SAT), which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
 - (G) All contracts in excess of the federal Micro-Purchase Threshold (MPT) must address termination for cause and for convenience by the non-federal entity including the manner by which it will be affected and the basis for settlement.
 - (H) Federal Grant recipients, subrecipients, contractors and subcontractors shall comply with the provision at Federal Acquisition Regulation (FAR) to implement the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA) (Pub. L. No. 115-232 [2018]) Section 889 (b)(1) – Prohibition on Contracting with Entities Using Certain Telecommunications and Video Surveillance Services or Equipment.
 - (I) Contractor shall comply with applicable provisions of Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards of the Code of Federal Regulations, https://www.ecfr.gov/cgibin/retrieveECFR?gp=&SID=2fb42dbbec4797fa42d02832e3f524f8&mc=true&n=pt2.1.200&r=PART&ty=HTML%20-%20ap2.1.200_1521.ii.
38. Debarment and Suspension: Debarment and Suspension (Executive Orders 12549 and 12689). A contract award must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
39. Byrd Anti-Lobbying Amendment: Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—If this Agreement exceeds \$100,000, Contractor must file with the County, the certification required by 31 U.S.C. 1352. Each tier certifies to the tier above that Contractor will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Contractor must also disclose to the County any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Contractor must execute the certification, as provided in Attachment J.

40. Security Requirements:

- A. Contractor shall, with respect to all employees of Contractor performing services hereunder:
 - 1. Perform background checks as to past employment history.
 - 2. Inquire as to past criminal felony convictions.
 - 3. Ascertain that those employees who are required to drive in the course of performing services hereunder have valid California driver's licenses and no DUI convictions within two (2) years prior to commencement of services hereunder.
 - 4. Perform drug screening to determine that such employees are not users of illegal controlled substances as defined by federal law.
- B. Contractor shall not assign to work under this Agreement any Contractor personnel as to whom the foregoing procedures indicate:
 - 1. Inability or unwillingness to perform in a competent manner.
 - 2. Past criminal convictions for theft, burglary or conduct causing property damage or mental or physical harm to persons.
 - 3. Where such employee's duties include driving a vehicle, absence of a valid California driver's license or a DUI conviction within the prior two (2) years.
 - 4. Usage of illegal controlled substances as defined by federal law.
- C. If any of the problems identified with respect to Contractor's employees are discovered after assignment of an employee to work performed associated with this Agreement, or if County otherwise reasonably deems an assigned employee unacceptable, Contractor shall remove and replace such employee working under this Agreement.
- D. Nothing herein shall render any employee of Contractor an employee of County.

-Signature Page to Follow-

CONTRACT SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Contract # MA-060-25010178 for a Public Mass Notification System (PMNS) on the dates opposite their respective signatures.

Contractor*: Everbridge, Inc.

By: [Signature] Title: Vice President
Print Name: Noah Webster Date: 10/1/2024

Contractor*: Everbridge, Inc.

By: [Signature] Title: Secretary
Print Name: Noah Webster Date: 10/1/2024

**If the contracting party is a corporation, (2) two signatures are required: (1) signature by the Chairman of the Board, the President or any Vice President; and one (1) signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or any Assistant Treasurer. The signature of one person alone is sufficient to bind a corporation, as long as he or she holds corporate offices in each of the two categories described above. For County purposes, proof of such dual office holding will be satisfied by having the individual sign the instrument twice, each time indicating his or her office that qualifies under the above described provision.*

In the alternative, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company.

County Of Orange

A political subdivision of the State of California



Sheriff-Coroner Department

By: [Signature] Title: Administrative Manager I
Print Name: Olivia Prudencio Date: 11/19/24

Approved by the Board of Supervisors: 11/19/24

Approved as to Form
Office of the County Counsel
Orange County, California

By: [Signature]
Deputy Annie Lo
B7726751D1E947E

ATTACHMENT A SCOPE OF WORK

I. INTRODUCTION

The Orange County Sheriff's Department (OCSd) is headquartered in Santa Ana, California. With about 3800 employees, OCSd serves thirteen contract cities and the unincorporated areas of Orange County. This includes about 700,000 residents in 350 square miles. OCSd's Emergency Management Division provides emergency management and preparedness services to the unincorporated areas of Orange County and supports the efforts of the Orange County Operational Area (OA). There are currently over 100 jurisdictions in the OA encompassing all County departments and agencies, public and private organizations, and the general population within the boundaries of Orange County.

The County administers and maintains a vendor-provided public mass notification service called AlertOC, which is offered to all 34 cities in the County, County agencies, Orange County Fire Authority, water districts, and the University of California Irvine for emergency public notification and internal responder notification. This system includes an opt-in portal for residents to register their cell-phone, email and text devices for emergency notifications. In addition, E911 data is purchased quarterly from telephone service providers, uploaded to the system. Countywide, public emergency and safety efforts are coordinated and provided through a combination of county and city police, fire, healthcare, and public works departments.

Contractor shall design/provide a Public Mass Notification System (PMNS) solution that supports features that meet or exceed those described in this Contract, as well as supports a migration and training plan for the transition from the old AlertOC system. The PMNS solution will include state of the art technology and will adhere to all industry standards, best practices, and applicable laws. Requirements for the next generation of AlertOC include: high efficiency, robust capacity, ease of use, comprehensiveness, and a focus on accessibility for the whole community population. Support for additional languages and for the hearing and visually impaired community shall be a component of the new system.

II. SCOPE OF WORK

Contractor's PMNS shall be a fully redundant, geographically dispersed SaaS solution with routine maintenance, enhancements and upgrades provided by the Contractor at no additional cost. The PMNS will automate the key steps for responding to a critical event. It will aggregate threat data from third party and internal sources so the County can assess risk, and locate people in areas of threat and those needed to respond. The PMNS will then enable the County to execute pre-defined processes based on the type of threat for who should be contacted and how, what message to send, and who to escalate to if a responder is not available. Contractor's platform will then send out notifications and instructions via text, voice, email—over 100 modalities in 15 languages as needed, organize conference bridges for people to collaborate, and analyze return messages. Automation will enable these steps to be completed quickly, highly reliably and at scale.

The critical communications and enterprise safety applications to be provided to the County via this PMNS software contract include Mass Notification Base for State & Local Government with Unlimited Domestic Usage, Mass Notification for Transportation, Community Engagement, and

Incident Communications. These shall be easy to use and deploy, secure, highly scalable, and reliable. A description of each of these, including their key capabilities, follows. In addition, Contractor shall provide the following:

- An additional organization and Community Engagement/Visitor Engagement keywords will be added to County's account.
- Consulting Services, including but not limited to technical assistance regarding set-up, use, customization, and optimization of the various PMNS features.
- Annual Maintenance and Support shall be provided as stated herein and Attachment G, Functional Requirements.

Public Communications Advanced with Unlimited Domestic Usage

Everbridge Public Communications Advanced for State and Local Government will allow the County to quickly and reliably send broad or targeted notifications based on lists or locations, to the public via text, voice, email, and over 100 other modalities, including desktop alerts. Communicate and collaborate internally securely. Engage with your community through zip code and keyword opt-in. With Everbridge, you are supported by an expandable and redundant infrastructure, industry-leading security and compliance, and real-time visualized intelligence

Contractor shall provide the following:

- Unlimited Domestic Emergency Alerts and Testing Messages
- Unlimited Domestic Non-Emergency Alerts Messaging
- Sixty six (66) Organization with unlimited nested static and dynamic groups
- Integrated GIS/Map-based, rule-based, group-based, or individual contact selection Ability to send standard, polling, or on-the-fly 'One-Touch' Conference Call messages
- Access to Single Sign on
- Publish notifications directly to the Smartphones of residents and employees via Everbridge Mobile Application
- Access to IPAWS for authorized agencies
- Map-based drawing and selection tools and imported shape files (e.g. Google Maps, Bing Maps, ESRI)
- Organization specific customizable caller ID, greetings, and broadcast settings SMPP based SMS text messaging
- Auto translate, Boil water and Weather alert message guides
- Contractor Network for situational intelligence & notifications shared by other public and private groups
- Desktop Alerts – Urgent Full-Screen Takeover Alerts
- Four (4) Smart Conference bridge lines (subject to regional availability)
- Access to REST APIs for automated Contacts Management and for launching notifications from external applications
- Access to Email Ingestion for launching notifications from external applications through email
- 5 Live Operator Message Initiations per year
- 25 Mass Notification for Corporate Employee Contacts

Community Engagement

The Community Engagement solution shall permit easy opt-in capabilities for both public and private events. Gathering opt-ins, whether the general public or internal stakeholders, can be very difficult. With mobile keywords, large groups of people can easily opt-in to a database by texting a keyword. Additionally, the Visitor Engagement solution will allow the County to enable event-focused web pages to increase the visibility and safety of its event.

Contractor shall provide the following:

- Unlimited E-mail Messages
- Unlimited Facebook & Twitter Postings
- Unlimited SMS Messages within the United States
- Unlimited Administrators for web-based portal to initiate messages, reporting, and administration
- Unlimited number of keyword Opt-In recipients
- Access to 5 event keywords
- Access to Public and Private Event Web Pages which are integrated with the County's Member Portal and can include registration widgets and social sharing options so visitors can share notifications to their social networks.
- Publish event based notifications via e-mail and SMS
- Publish event based notifications directly to Facebook and Twitter
- Publish event based notifications directly to Event Web Pages
- Automatic opt-in expirations
- Zip Code opt-in functionality for residents
- Google Public Alerts integration
- SMPP based SMS text messaging
- Messaging templates to speed up communications
- SMS, Email, Delivery Reporting.

Incident Communications

Contractor Incident Communications will automate the County's notification procedures by allowing users to select pre-defined messages and processes to use for a specified incident and then determining the correct list of stakeholders and responders.

Contractor shall provide the following:

- 1 (one) Incident Management Organization Unlimited
- Incident Administrator and User seats
- Unlimited Incident Templates
- Incident Templates supporting different messages & delivery settings based on notification phase (New, Update, Close)
- Multi-step workflow that prompts users to add required incident details
- Incident communication logging for all broadcast and confirmations
- Incident journal to capture additional details not included in incident communications
- Reporting of all incident communications details and responses in a PDF format
- Custom reports analyze incident communications effectiveness
- Communication broadcasts and confirmations include audit trails and timestamps
- Search across incidents using status, user, type and date
- Real-time incident dashboard for operators showing all open incident.
- Incident Chat for streamlining and automating Communication plans

Mass Notification for Transportation with Unlimited Domestic Usage

Contractor Mass Notification for Transportation will allow the County to send notifications to individuals or groups using lists, locations, and visual intelligence. Contractor Mass Notification shall be supported by state-of-the-art security protocols, an elastic infrastructure, advanced mobility, interactive reporting and analytics, adaptive people and resource mapping to mirror the County's organization, and true enterprise class data management capabilities to provide a wide array of data management options. Below is a list of key system inclusions with Contractor Mass Notification system.

Contractor shall provide the following:

- Unlimited Domestic Emergency Alerts and Testing Messages
- Unlimited Domestic Non-Emergency Alerts Messaging
- Unlimited Administrators for web-based portal to initiate messages, reporting, and administration
- Unlimited Administrators for Manage Bridge Application (iOS, Android) and Mobile Optimized Notification Site (for Blackberry, etc.)
- Three (3) Organization with unlimited nested static and dynamic groups
- Access to Everbridge Elastic Infrastructure for message delivery
- Custom branded community opt-in portal with custom fields and opt-in subscriptions Flexible role-based access controls to manage user permissions
- Access to Real-Time Dashboard, Notifications Library, Everbridge Universe, and Custom Reporting
- Integrated GIS/Map-based, rule-based, group-based, or individual contact selection Ability to send standard, polling, or on-the-fly 'One-Touch' Conference Call messages
- Contractor Network to access situational intelligence & notifications shared by other public and private groups
- Publish notifications directly to Websites and services that support API access via HTTPS using 'Web Posting'
- Map-based drawing and selection tools and imported shape files (e.g. Google Maps, Bing Maps, ESRI)
- Organization specific customizable caller ID, greetings, and broadcast settings SMPP based SMS text messaging
- Multi-language Text to Speech Engine and Custom Voice Recording
- Real-time reporting for improved situational awareness and easier after action analysis
- Interactive Dashboard for Organizational Activity Summary Unlimited Mass Notification Templates
- Basic Audio Bulletin Board
- Contractor does not require any County-furnished equipment, materials, facilities or any other County support that will be necessary to implement the requirements/services per this Contract.

III. QUALITY ASSURANCE

Contractor will provide commercially-sound quality assurance practices to ensure the PMNS is operating in compliance with County specifications and requirements. Contractor's quality assurance will cover all major system features, including:

1. Successful operation of System without any errors, specifically in the areas of:
 - Tiered Administration
 - User creation and management
 - County-wide data and map import, reconciliation and maintenance processes and routines
 - Citizen opt-in data processes and routines
 - Custom and geographic call list generation
 - Outbound telephone message launch
 - Outbound e-mail message launch
 - Use of surveys
 - Monitoring of outbound session activity
 - Validation of built-in and ad-hoc generated reports
 - Accessibility from within the County's network

- Accessibility from the Internet
 - IPAWS integration
 - Message throughput
 - Translation services (registration portal and message creation)
2. System (Hardware and Software) meets all requirements set forth herein and in Attachment G (Functional Requirements) to the County's satisfaction.
 3. System is compatible with County Information Technology infrastructure (i.e., network and telephone environment and systems).

IV. ADMINISTRATION

Security Incidents, Data Breaches, Technical Failures, Human Error and Other Claims

- 1) Upon discovery or reasonable belief of any Security Incident, Data Breach, Technical Failure, or Human Error (collectively "Incident(s)"), Contractor shall notify County by the fastest means available and also in writing. Contractor shall provide such notification within forty-eight (48) hours after Contractor reasonably believes there has been such an Incident(s).

Contractor's notification shall identify:

- The nature of the Incident(s);
 - Any Data accessed, used or disclosed;
 - The person(s) who accessed, used, disclosed and/or received Data (if known);
 - What Contractor has done or will do to quarantine and mitigate the Incident(s); and
 - What corrective action Contractor has taken or will take to prevent future Incident(s).
- 2) Contractor will provide daily updates, or more frequently if required by the County, regarding findings and actions performed by Contractor until the Incident(s) has been effectively resolved to the County's satisfaction.
 - 3) Contractor shall quarantine the Incident(s), ensure secure access to Data, and repair the system as needed.
 - 4) If the Contractor causes or knowingly experiences a breach of the security of County's Data containing personal information, as defined by Civil Code Section 1798.3, Contractor shall immediately report any breach of security of such system to the Orange County Sheriff's Department Emergency Management Division personnel assigned as lead program manager following discovery or notification of the breach in the security of such Data. The County shall determine whether notification to the individuals whose Data has been lost or breached is appropriate. If personal information of any resident of California was, or is reasonably believed to have been acquired by an unauthorized person as a result of a security breach of such system and Data that is not due to the fault of the County or any person or entity under the control of the County, Contractor shall bear any and all costs associated with the County's notification obligations and other obligations set forth in Civil Code Section 1798.29 (d) as well as the cost of credit monitoring, subject to the dollar limitation, if any, agreed to by the County and Contractor in the applicable Statement of Work. These costs may include, but are not limited to staff time, material costs, postage, media announcements, and other identifiable costs associated with the breach of the security of such personal information.

- 5) Contractor shall conduct an investigation of the Incident(s) and shall share the report of the investigation with the County. The County and/or its authorized agents shall have the right to lead (if required by law) or participate in the investigation. Contractor shall cooperate fully with the County, its agents and law enforcement.
- 6) After any significant Data loss or Data Breach or as a result of any disaster or catastrophic failure, Contractor will at its expense have an independent, industry-recognized, County-approved third party perform an information security audit. The audit results shall be shared with the County within seven (7) days of Contractor's receipt of such results. Upon Contractor receiving the results of the audit, Contractor will provide the County with written evidence of planned remediation within thirty (30) days and promptly modify its security measures in order to meet its obligations under this Contract.

Corrective Action

In the event any goods or service provided by the Contractor in the performance of the Contract should fail to conform to the requirements in this Contract, it shall become the duty of the Contractor to immediately advise the County of the failure and correct the performance of goods or services, without expense to the County. If corrective action (including but not limited to patches, bug fixes, updates) is taken by the Contractor to remedy Incident(s) in the provision of similar PMNS in other jurisdictions, such corrective action shall be provided to the County at no additional cost if such corrective action is needed for the Contractor to meet its obligations under this Contract.

Notice Regarding Other Jurisdictions

Contractor shall promptly notify the County Project Manager upon discovery or reasonable belief of the following: (a) Incident(s) known or reasonably known to have occurred in the provision of similar PMNS in another jurisdiction; (b) any claim or action against, or any loss by, Contractor that involves or may reasonably be expected to involve similar PMNS; (c) the initiation of any government investigation that may result in a finding that Contractor is not in compliance with all applicable federal, state and local laws.

Responding to Legal Requests

Contractor shall promptly notify the County upon receipt of any legal requests, including but not limited to subpoenas, court or administrative agency orders, service of process, or requests by any person or entity (other than Contractor's employees), which in any way might reasonably require access to the County's confidential Data. Contractor shall notify the County by the fastest means available and also in writing, unless prohibited by law from providing such notification. Contractor shall provide such notification within forty-eight (48) hours after Contractor receives the request. Thereafter, Contractor shall comply with such legal requests only to the extent required by applicable law. In responding to legal requests, Contractor shall take measures to protect Personal Data or Non-Public Data, the disclosure of which would violate Contract terms, court orders, and/or applicable state or federal law. Such protective measures may include, but are not limited to, seeking protective orders or filing the Data under seal. Contractor shall not respond to legal requests directed to the County unless authorized in writing to do so by the County.

Legal Proceedings

Upon request by the County, Contractor shall make appropriate employees available to appear in court, submit to examination under oath, and cooperate in the investigation or settlement of a claim. This applies in criminal, civil or administrative legal proceedings in response to requests or demands for testimony or records concerning information acquired in the course of an employee performing official duties or because of the employee's official status regardless of whether the person would otherwise be subject to service of a subpoena or other legal process in the State of California.

ATTACHMENT B
Compensation and Pricing Provisions

1. Compensation: This is a firm-fixed fee Contract between the County and Contractor for Public Mass Notification System Services as set forth in Attachment A, "Scope of Work".

The Contractor agrees to accept the specified compensation as set forth in this Contract as full payment for performing all services and furnishing all staffing and materials required, for any reasonably unforeseen difficulties which may arise or be encountered in the execution of the services until acceptance, for risks connected with the services, and for performance by the Contractor of all its duties and obligations hereunder. The Contractor shall only be compensated as set forth herein for work performed in accordance with the Scope of Work. The County shall have no obligation to pay any sum in excess of the fixed rates specified herein unless authorized by amendment in accordance with Articles C. Amendments of the County Contract Terms and Conditions.

2. Fees and Charges: County will pay the following fees in accordance with the provisions of this Contract. Payment shall be as follows:

<u>Item No.</u>	<u>Item description</u>	<u>Annual Rate:</u>
01	Annual Fees	<u>\$393,656.00</u>

Contractor shall provide an upgrade to Public Communications Advanced and Mass Notification Pro, which will provide advanced functionality while reducing the annual cost. The total cost above includes:

- Public Alerting for 3 million + population and the following new features:
 - o API and Email Ingestion to support 3rd party integrations
 - o Premium Audio Bulletin Board
 - o SmartWeather Alerts
 - o Full screen emergency desktop alerts
- Operational Communications for Employees and the following new features:
 - o Smart Conference lines
 - o Incident Chat
 - o Additional Organizations for Cities, County Departments, and Partner Agencies
 - o Custom From Email Address (i.e. alertoc@ocgov.com) for improved branding, delivery performance, and tracking
 - o 2-day onsite training + 20 hours of remote support

3. Price Increase/Decreases: No price increases will be permitted during the first period of the contract. The County requires documented proof of cost increases on Contracts prior to any price adjustment. A minimum of 30-days advance notice in writing is required to secure such adjustment. No retroactive price adjustments will be considered. All price decreases will automatically be extended to the County of Orange. The County may enforce, negotiate, or cancel escalating price Contracts or take any other action it deems appropriate, as it sees fit. The net dollar amount of profit will remain firm during the period of the Contract. Adjustments increasing the Contractor's profit will not be allowed.

4. Firm Discount and Pricing Structure: Contractor guarantees that prices quoted are equal to or less than prices quoted to any other local, State or Federal government entity for services of equal or lesser scope. Contractor agrees that no price increases shall be passed along to the County during the term of this Contract not otherwise specified and provided for within this Contract.
5. Contractor's Expense: The Contractor will be responsible for all costs related to photo copying, telephone communications and fax communications while on County sites during the performance of work and services under this Contract.
6. Payment Terms – Payment in Advance: Invoices are to be submitted annually in advance to the user agency/department to the ship-to address, unless otherwise directed in this Contract. Vendor shall reference Contract number on invoice. Payment will be net 30 days after receipt of an invoice in a format acceptable to the County of Orange and verified and approved by the agency/department and subject to routine processing requirements. The responsibility for providing an acceptable invoice rests with the Contractor.

Billing shall cover services and/or goods not previously invoiced. The Contractor shall reimburse the County of Orange for any monies paid to the Contractor for goods or services not provided or when goods or services do not meet the Contract requirements.

Payments made by the County shall not preclude the right of the County from thereafter disputing any items or services involved or billed under this Contract and shall not be construed as acceptance of any part of the goods or services.

7. Taxpayer ID Number: The Contractor shall include its taxpayer ID number on all invoices submitted to the County for payment to ensure compliance with IRS requirements and to expedite payment processing.
8. Payment – Invoicing Instructions: The Contractor will provide an invoice on the Contractor's letterhead for goods delivered and/or services rendered. In the case of goods, the Contractor will leave an invoice with each delivery. Each invoice will have a number and will include the following information:
 - a. Contractor's name and address
 - b. Contractor's remittance address, if different from 1 above
 - c. Contractor's Taxpayer ID Number
 - d. Name of County Agency/Department
 - e. Delivery/service address
 - f. Master Agreement (MA) or Purchase Order (PO) number
 - g. Agency/Department's Account Number
 - h. Date of invoice
 - i. Product/service description, quantity, and prices
 - j. Sales tax, if applicable
 - k. Freight/delivery charges, if applicable
 - l. Total

Invoice and support documentation are to be forwarded to:

County of Orange
Sheriff-Coroner Department
Emergency Management Division

2644 Santiago Canyon Road
Silverado, California 92676
Attn: Accounts Payable

9. Payment (Electronic Funds Transfer (EFT))

The County of Orange offers Contractors the option of receiving payment directly to their bank account via an Electronic Fund Transfer (EFT) process in lieu of a check payment. Payment via EFT will also receive an Electronic Remittance Advice with the payment details via e-mail. An e-mail address will need to be provided to the County of Orange via an EFT Authorization Form. To request a form, please contact the assigned Deputy Purchasing Agent. Upon completion of the form, please mail, fax or email to the address or phone listed on the form.

10. Year End and Final Invoices

At the end of each term of the Contract, and upon final termination, Contractor shall submit final invoices for services rendered or goods accepted by County under the Contract term (typically one year) within ninety (90) days. For example, if the term of a Contract ends, or the Contract expires without being renewed on June 30th, any and all invoices for services rendered or goods accepted by County during the preceding term of the Contract shall be submitted to County on or before September 28. In the event the ninetieth (90th) day falls on a weekend or County holiday, the deadline for submission of invoices shall be extended to the next business day. County holidays include New Year's Day, Martin Luther King Day, President Lincoln's Birthday, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving, and Christmas Day.

Contractor's failure to submit invoices pursuant to the deadlines established herein may be deemed a breach and shall be a basis for the County to refuse payment.

ATTACHMENT C

STAFFING PLAN

I. KEY PERSONNEL

While Contractor intends for the same Account Manager and Technical Account Manager to serve the County for the duration of the relationship, Contractor must retain discretion to re-assign staff based on internal needs, especially as employees may leave on their own accord. The Account Manager assigned to the County shall separately provide a list of alternate contacts if non-technical support escalation is required.

ATTACHMENT D

SOFTWARE PRODUCTS – MAINTENANCE AND SUPPORT

1. Software Products – Maintenance and Support

- a. Contractor shall provide the County with Annual Maintenance and Support for the PMNS as follows:

Support Area	Process	Level of Support (e.g. 5x8, 24x7)
System Platform (breakout if applicable)	ALL	24X7X365

- b. Contractor's Software Annual Maintenance and Support, as well as warranty provisions shall be as follows:

Solution is fully hosted, all maintenance and management of the solution is conducted by Contractor. From a technical support perspective, Contractor shall provide support services 24x7x365 via telephone, email, and via our self-service Support Center online.

Additionally, Contractor can provide premium support and Professional Services, if needed, for additional fees. County shall contact your assigned Contractor Account Representative for more information. Request for a quote shall be required by the end user and a formal amendment to this contract shall be issued.

- c. Software Annual Maintenance and Support shall be provided as follows:

Due to the hosted nature of the system, all maintenance and upgrades are performed internally by authorized Contractor personnel and at no charge to County. However, from time to time, Contractor introduces premium features to which clients have the option to subscribe to gain access.

- d. Contractor shall provide support for the following:

- i. Maintenance and support shall be available post-implementation as follows:
The Contractor project team will be available to support the go-live remotely and will work with the County of Orange team during the project to share Marketing best practices for promoting adoption of the application.

Sustaining Customer Support

County is assigned a vertically focused, dedicated Account Manager, who is responsible for conducting an account review and introducing new system capabilities and best practices on an ongoing basis as appropriate. The Account Manager can be utilized as a support resource.

24x7x365 Support Coverage

Contractor provides customer support and live operator service 24 hours a day, seven days a week, every single day of the year. Contractor shall provide support via the Internet, email, and telephone at any time of the day or night.

Contractor's support staff is comprised of Contractor employees who are located on-site in Contractor facilities. Contractor shall not outsource contractor client care to third parties. Contractor shall provide support services in-house order to obtain the latest and greatest in Contractor's Critical Event Management Suite expertise that can only be acquired through employment by Contractor. In addition, Contractor shall support County personnel regardless of location to ensure that in large-scale disaster scenarios, County shall be guaranteed the highest level of support possible.

Contractor Support Center

County shall have access to the Contractor Support Center, which provides support-related information, important documentation, etc. Its features shall include:

- Improved look and feel with a responsive design to provide a better experience on desktops as well as mobile devices
- Simplified search box at the top of every page
- Contractor system status linked to critical service advisories displayed at the top of every page
- A community answers forum where County can ask or answer questions with other Contractor users
- Personalized contact information, including your County's Everbridge administrators
- Plus: features such as knowledge articles, support tickets, service advisories, and access to Everbridge University.

- ii. Methods for contacting technical support and hours of operation shall be as follows:
County will receive ongoing support provided via the Internet, e-mail, and telephone. Contractor Technical Support is available to County at any time of day or night, 24x7x365.

Technical Support staff members are full-time Contractor employees located on-site. Upon County contact to Contractor's Technical Support, County will be in contact with a professional who is well-versed in the Contractor system and is more than capable of assisting.

Additionally, Contractor has support personnel deployed at all of Contractor's offices around the world to ensure that in large-scale disaster scenarios, County will be guaranteed the highest level of support possible.

- iii. Contractor shall provide a minimum and maximum response times that can be expected for support inquiries as follows:
Based upon the case description and urgency, the Support Representative will assign a Priority level during case creation. The priority indicates the severity of impact of the issue on the client's use of the Contractor system. When submitting a support case, County will receive an email notification when the case has been created. The notification will include the case number, the name of the Technical Support team member or tier assigned to the case, a summary of the inquiry, and the priority level that has been assigned.

During the case triage process, the Technical Support team will work with County to obtain as much troubleshooting information as possible, open and assign a priority level to your case, then proceed with additional troubleshooting activities as necessary.

Contractor shall provide to County up to date status on County's case. If an expected update time frame is not known, County will receive updates on the case on a regular basis. County may also request that the case be escalated at any time, if (for example) County believe an unreasonable amount of time has passed since opening the case with no resolution. To escalate the case, County shall call the Technical Support team and ask to speak with the Support Manager.

- iv. Contractor's release cycle and process for installing system Updates, patches, fixes, etc. shall be as follows:

Contractor typically provides three major releases per year, and release maintenance updates among contractor major releases as needed. Contractor mobile apps are typically updated on this schedule as well but are not specifically tied to our overall platform updates.

ATTACHMENT E

ACCEPTANCE AND TESTING PROCEDURES

Acceptance and Testing Procedures shall include a test plan and schedule covering testing of all major system features. Testing shall be performed incrementally, where applicable, to discover and address issues timely.

- a. Contractor's quality assurance practices in relation to the proposed solution shall be as follows:
The Contractor Quality Assurance approach aligns to contractor's security framework (governed by NIST 800-53 controls, FedRAMP, and ISO 27001 compliance) and follows the agile methodology of testing early and moving in small, measurable increments. Contractor shall have a set of tests that are run for any given project regardless of the project's content. This allows contractor to determine with a level of 80-90% confidence that contractor's application is stable and deployable. Contractor break each project into three basic testing cycles: Initial Regression Testing IRT, Check Point Regression Testing CPRT and Final Regression Testing FRT. The initial regression test is designed to expose as many defects that exist in the Initial Release Candidate. Working this list down to zero by Code Freeze is the goal of the entire team and this occurs the day after code complete milestone and is associated with a full end-to-end build of the QA environment (which also produces the initial deployment plan for Stage and Production). Furthermore, all code undergoes security review against known vulnerabilities, and contractor also disable "hazard" characters use in the system as they are often used for web-based attacks.
- b. Acceptance and Testing Plan, with schedule, which covers all major system features shall be as follows:
Acceptance testing of the Contractor solution is conducted as part of our standard onboarding process available to all clients. Should County require specific acceptance testing, Contractor is able to provide such services through our Professional Services team (at an additional fees). As part of down select, Contractor would welcome the opportunity to discuss custom requirements for Acceptance Testing and define and deliver an engagement as required. County shall contact assigned Contractor Account Representative for more information.

Contractor shall include:

1. Successful installation and operation of System without any errors. Specifically in the areas of:
 - Tiered Administration
 - User creation and management
 - County-wide data and map import, reconciliation and maintenance processes and routines
 - Citizen opt-in data processes and routines
 - Custom and geographic call list generation
 - Outbound telephone message launch
 - Outbound e-mail message launch
 - Use of surveys
 - Monitoring of outbound session activity
 - Validation of built-in and ad-hoc generated reports
 - Accessibility from within the County's network
 - Accessibility from the Internet
 - IPAWS integration
 - Message throughput

- Translation services (registration portal and message creation)
2. System (Hardware and Software) meets all requirements set forth in Attachments and Appendix I to the County's satisfaction.
Contractor understands and Orange County has already implemented
 3. System is compatible with County Information Technology infrastructure (network and telephone environment and systems)
Contractor shall permit listing Everbridge IPs and as an existing customer, this may have already been by County.

If a problem is identified during testing of the proposed Software that cannot be remedied within the agreed upon time, the Contractor shall submit a written response to the County indicating as such and the County may return the Software to the Contractor and the Contract may be terminated in accordance with Paragraph 5, Breach of this Contract.

ATTACHMENT F

TRAINING

Contractor shall provide the following training to County:

Contractor provides multiple types of training to address various groups and priorities. Contractor shall provide a refresher training on an annual basis. Professional Services team has planned and run end user and admin training for Orange County's cities.

Everbridge University On-Line

The courses are built from an extensive library of short, media-rich training modules, allowing users to access individual modules for as-needed training. Everbridge University On-Line covers all of the Everbridge core products.

Benefits

- Continuously available
- Self-paced training allows students to learn when they have time and at their own pace
- Just-in-time learning using small, focused content modules
- No travel or facilities are required, the classroom is anywhere a learner has Internet access
- Instant access to updates
- Everbridge Certification

Everbridge University On-Site (Optional add-on service upon approval through a formal contract amendment)

Everbridge University On-Site leverages basic knowledge developed through online training to develop advanced skills and reinforce best practices. During the on-site training, a highly qualified Everbridge instructor customizes the course to address the customer's implementation specifics. Everbridge University On-Site may be combined with Professional Services offerings creating a blended learning solution to swiftly deploy and train advanced configurations and best practices.

Benefits

- Customized hands-on training
- Interactive and enthusiastic trainers with years of experience
- Development of sample maps to be used at any time by the customer

ATTACHMENT G

FUNCTIONAL REQUIREMENTS

Functionalities available in the core of the PMNS include full mobile support, communication deployment capabilities, centralized contact data storage and management, geographic targeting and mapping, and secure infrastructure to ensure client data security. In addition, Contractor shall do the following:

- Maintain multiple, globally-dispersed data centers
- Operate multiple Network Operations Centers with 24X7 staffing and monitoring
- Deliver seamless scaling to deal with the unexpected peaks
- Enable multi-modal support for over 100 contact methods including SMS, voice, email, app, Nixle IPAWS, digital signage, PC alert systems, and sirens.

#	Question	Yes	No	N/A	Comment
1.	The system does not require the County to purchase or lease additional hardware.	X			As a SaaS solution, no client hardware is required for installation of the Everbridge system. Everbridge maintains all communication over HTTPS (Port 443) using Everbridge's valid 2048- Bit TLS 1.2 security certificate, which effectively secures the traffic from the client environment into the secure Everbridge infrastructure. Thus, any computer system capable of using a web browser that supports TLS 256- Bit encryption will be able to access and leverage the Everbridge notification platform without issue. Clients are able to access the system from popular computer operating systems such as Microsoft Windows, Linux, and Mac OS as well as from popular smart phones and tablets.
2.	The system does not require the County to purchase or lease dedicated phone lines.	X			
3.	The system does not require the County to purchase or incur ongoing maintenance costs.	X			All routine upgrades, updates, and enhancements are provided free of charge for the life of the contract, and, thanks to the fully redundant, geographically dispersed architecture, they can be performed with no interruption in service.
4.	The system is highly redundant with 99.99966% uptime on multiple mirrored sites in geographically disparate locations. Data center ratings will be provided and call network monitor systems established.	X			Every system and tier within the Everbridge infrastructure is individually fault-tolerant, with redundant power, networking, hardware, telephony, and data communication wherever possible. The shared SaaS architecture methodology enables Everbridge to be available at 99.99% or greater for all clients.
5.	The system includes cyber-protection measures including appropriate notification protocols if intrusion is detected or if data breach occurs.	X			Everbridge enables active monitoring, intrusion detection, and logging of all events, on all components, within all tiers of the SaaS infrastructure. The monitoring tools consist of both network-based IDS devices scanning all network traffic, and host- based probes that are designed to detect any activity outside of normal application traffic

#	Question	Yes	No	N/A	Comment
					and performance. If a monitor detects any unusual or suspicious activity, the monitoring tool generates an automated alert that is immediately investigated by our on-call support team.
6.	The service has an available application programming interface (API) service with documentation available for API calls and functions such as contact management.	X			Everbridge has a fully functional Restful JSON based API available to customers. As part of the API customers are able to utilize various methods to update contact information (GET, DELETE, PUT, and POST) as well as initiate a broadcast through the API. There is no additional cost to access the API for managing data. In some cases, our clients do not have the staffing resources to build the integration. If this is the case Everbridge professional services can be purchased in order to have our resources build the integration. In addition, depending on the API, if notifications are being sent out, there may be charges for usage. This is a custom price based on the SOW needed on an individual basis.
7.	The system has full and complete IPAWS integration and functionality including WEA/EAS.	X			Everbridge is certified as a gateway for IPAWS/CMAS. Authorized clients, such as government entities, will need to provide their COG ID (Common Operating Group ID), the Common Name (Logon Name), and the digital certificate provided by FEMA within the settings of the Everbridge system. Once this information has been provided, clients are able to send notifications and include the Publish to IPAWS/CMAS as a deployment option – or simply target IPAWS/CMAS separate from any other target population.
8.	The system can be configured with multiple IPAWS credentials (e.g., multiple jurisdictions that have independent codes can load their certificates into the system)	X			
9.	The system supports geo-targeted notifications.	X			Everbridge supports utilizing the GIS interface for creating all notification types, including standard notifications, polling notifications, and conference bridges. Everbridge would welcome the opportunity to demonstrate and discuss this functionality as required.
10.	The system has ESRI mapping interface to allow Users to select multiple contiguous or non-contiguous areas for notification.	X			Everbridge allows users to upload shape files from ESRI in ZIP and KML formats to target specific geographic areas. In addition, Everbridge offers ESRI as a standard base map layer option.
11.	The system can incorporate raster (e.g., satellite) imagery in its mapping function.	X			Everbridge provides base map layers using Google, Bing, and ESRI and clients may configure our solution to support a client map server as well. Furthermore, from a map

#	Question	Yes	No	N/A	Comment
					layer perspective, we also provide premium weather layers that can display additional overlay information regarding weather radar and infrared satellite. Everbridge would welcome the opportunity to demonstrate this functionality as required
12.	The system mapping functions shall be capable of interfacing with and publishing to other web-based portals.	X			Everbridge's Universe Tab is contained within the product, but clients may export shapes used for selecting the target audience for any deployment from the platform for use in other systems the client may have.
13.	The system supports User-defined message templates, including pre-loaded text, audio, and video files.	X			Customers are able to create and save an unlimited number of templates to expedite communication processes. Message templates contain pre-recorded voice and text content which can be applied to new notifications. Broadcast templates are pre-defined notifications which contain message content, target recipients, and settings. Once saved, broadcast templates can be quickly deployed individually or as a group in under 15 seconds. Templates are stored in a corresponding library for easy management.
14.	The system supports spontaneous uploading of audio files for notifications.	X			Everbridge supports the ability to create voice recordings in several ways.
15.	The system supports spontaneous uploading of video files for notifications.	X			Everbridge supports up to five separate attachments that can be sent to email and mobile app notifications and can include video files.
16.	The system is capable of sustaining a minimum volume of 50,000 phone calls simultaneously.	X			Everbridge provides a hosted SaaS solution for all our clients. There are virtually no limits to number of notifications Everbridge is capable of sending and no limits to the number of contacts that can be stored with our solution. We conduct regular capacity planning (quarterly) and in conjunction with large new client implementations to ensure we have ample capacity, performance, storage, and support to maintain our guaranteed SLAs with our client base.
17.	The service can be configured with pre-set call throttling rates set by the User launching the notification, not the Contractor.	X			Everbridge has developed a verifiable and configurable call throttling mechanism. The throttling settings allow you to modify the overall speed for all calls going out, or you can specify an area code and prefix to modify the speed for a specific area or building.
18.	The service can be configured with real-time automatic/intelligent throttling during a call in progress to ensure a high success rate. This rate will be displayed to the notification sender and recorded so that it can be accessed and reviewed upon demand by the County.	X			

#	Question	Yes	No	N/A	Comment
19.	The service uses multiple telephone carriers and can switch between carriers during notifications depending upon telephone network status.	X			From a telephony perspective, Everbridge is "carrier agnostic." This means that regardless of the target telephone provider, Everbridge utilizes established telecommunication industry standards for placing telephone calls among public networks. Notification calls from Everbridge to any carrier network occur as any standard PSTN (Public Switched Telephone Network) telephone call and can be utilized over traditional landline, cellular, and VoIP.
20.	The system can be configured to make multiple attempts to reach Registrants.	X			By default, each contact targeted for a notification from the Everbridge solution is sent notifications based on a "rotational contact methodology" whereby the contact devices (delivery methods) for any contact are notified, one at a time, and Everbridge seeks confirmation/response. Should confirmation/response be received, it is recorded in the solution and no further notifications are deployed to the recipient. If the recipient does not confirm/respond to the incoming notification, Everbridge will "rotate" to the next available device and attempt to contact the recipient again (seeking response). This process continues until all Contact Cycles are exhausted. Should clients seek to escalate a notification to another person/group if the original recipient is non-responsive, clients may utilize our Escalation capabilities. Escalation is set on a per notification basis and notifications can be escalated to an individual or group.
21.	The system can call out-of-state and international numbers.	X			All notifications deployed from the Everbridge solution require a fully defined telephone number to place the call to any landline, cellular, or VoIP telephone. This includes both domestic (10-digit telephone numbers) and international telephone numbers.
22.	The system can differentiate between human voice and voicemail/answering machine recordings.	X			Everbridge fully supports this requirement through our automated voicemail/answering system detection. If a live person answers the incoming call, the message will be relayed to the recipient (with the details to confirm, if enabled). If a voicemail/answering system is detected, clients have the option to configure how Everbridge interacts with the voicemail/answering solution – leaving a message only; leaving a message with confirmation; or leaving no message. At no time does Everbridge assume that reaching a voicemail/answering system is proof of delivery and confirmation. Thus, the system will continue to attempt to notify the intended recipient on other available devices until

#	Question	Yes	No	N/A	Comment
					confirmation is received or until the Contact Cycles have been exhausted.
23.	The system can be configured with separate sub-administration accounts for each unique participating agency.	X			The Everbridge platform supports an unlimited number of groups, subgroups, and groups within groups all of which are maintained in a single organization (client environment) within the Everbridge system.
24.	Each User within the sub-administration accounts has their own password.	X			
25.	The main account (OCSD-EMD) will be notified of and can see all messages launched by the other sub-administrator accounts.	X			
26.	The system has a highly granular sub-administration function that allows for unlimited sub-administrators to create and manage their own users and databases within a nested or silo'ed structure.	X			
27.	Some sub-administration agencies and jurisdictions use Nixle. The system integrates with Nixle lists, operated by individual jurisdictions.	X			
28.	The system can publish notifications automatically to social media and RSS feeds.	X			
29.	• Facebook	X			
30.	• Twitter	X			
31.	• Instagram		X		
32.	• Google Alerts	X			
33.	• YouTube		X		
34.	• WhatsApp		X		
35.	• RSS	X			
36.	• Other (specify)	X			Everbridge supports a Web Widget that can be added to your website to display a feed of recent notifications and the impacted area.
37.	Real-time results reporting and metrics are available to Users to include, but not limited to:	X			Everbridge offers the most powerful sets of reporting tools in the Emergency Notification market. These include reports for use during emergency activations as well as afterwards. The system provides four types of notification reports, giving you the information you need, when you need it. All reports are capable of export. Notification Dashboard Reporting (Realtime Reporting) The first type of report is the Notification Dashboard reporting. This dashboard is a reporting system that tracks notifications in real time, allowing you to observe the results of the broadcast as they occur. Receiving real-time broadcast results allows you to make faster, more informed decisions. The dashboard reporting screen

#	Question	Yes	No	N/A	Comment
					automatically refreshes every 60 seconds, or it can be manually refreshed while the broadcast is active to provide up-to-the-second information. You can easily access detail-level reporting to see who has received and confirmed messages and who has not. Broadcast Reports The second type of report is the Detailed Broadcast Report, which provides detailed breakdowns of each notification sent. Detailed Broadcast Reports are available online through the Web-based administration console. They can also be automatically e-mailed or faxed at the conclusion of a broadcast. Ad Hoc Reports The third type of report is the Ad Hoc Report, which allows administrators to extract specific data from the system. Ad hoc reports can be downloaded in CSV and PDF format as well as HTML format. Everbridge allows users to retrieve call records via a wide variety of record search and reporting options. Unlike some mass notification systems that provide only static report features, Everbridge's Ad Hoc Reporting functionality will allow you to pull reports that are important and meaningful for your specific needs. Users can create custom Contact Reports, and Notification Reports by choosing from a large selection of data fields from which to query. Event Analysis Reports Everbridge provides the ability for multiple messages to be viewed in a single report. Reports can be filtered to include a single notification – or spanning multiple notifications. Furthermore, using Event Reporting, clients may look, top down, at all messages/response details related to the same Event in a graphical and “top down” style. Detailed Notification Analysis Reports The final type of report is a detailed Notification Analysis report which allows clients to investigate the delivery details, over time and among all users targeted, for any notification campaign launched from the platform. Details about the notification are included such as the settings that were configured for the deployment, confirmation status information (with pie chart representation), and the overall number of delivery attempts made over time (with line chart representation).

#	Question	Yes	No	N/A	Comment
38.	percentage of attempted and completed notifications	X			
39.	failure rates	X			
40.	failure modes (with standard response definitions across sub-contracted carriers)	X			
41.	time of delivery	X			
42.	length of delivery	X			
43.	total number delivered	X			
44.	Other				
45.	Customer support must be treated as a high priority with:				
46.	one primary point of contact at the company	X			Orange County has a dedicated Account Manager who serves as your primary point of contact. Additionally, clients are directed to contact 24x7x365 Technical Support: https://www.everbridge.com/customers/support/
47.	24/7/365 emergency support line (for both administrators and self-registration accounts)	X			Everbridge complies. We believe that client care does not end with implementation. True client care continues throughout the life of the partnership. Your organization will receive ongoing support provided via the Internet, e- mail, and telephone. Everbridge Technical Support is available to you at any time of day or night, 24x7x365. Technical Support staff members are fulltime Everbridge employees located on-site. We do not outsource our client care services to third parties that do not have Everbridge expertise. When you reach out to Everbridge Technical Support, you will get a professional who is well- versed in the Everbridge system and is more than capable of assisting you. Additionally, Everbridge has support personnel deployed at all of our offices around the world to ensure that in large scale disaster scenarios your organization will be guaranteed the highest level of support possible.
48.	live chat	X			
49.	screen-sharing tools	X			Everbridge support personnel may initiate a Zoom session (corporate approved standard for secure meetings and collaboration) with a client to provide support if necessary.
50.	one business day deadline for non-emergency support response	X			

#	Question	Yes	No	N/A	Comment
51.	The provider has a transparent method for responding to, prioritizing, and implementing feature requests and modifications with a 30 day response time.	X			The Everbridge system is designed with client focus in mind. All Everbridge clients are encouraged to enter feature requests for the notification solution through Everbridge Client Services. All requests are logged and tracked by the development team, and as more clients request similar features, Everbridge may include these into the notification platform. In regard to "change management", Everbridge employs the following industry standard practices for controlling changes to the SaaS application code or the database: • Approved, detailed, written specifications from the business group - Impact analysis • An approval hierarchy that includes at least one company executive - Queue management to ensure that all stakeholders are aware of the approved and pending changes to the system • Documented approvals for applying any changes to the Development, Test, and Production environments • Application code must be checked into a secure code library and checked out of this library to be applied to the Test or Production systems. • Application code or database changes to the Test and Production environments require the use of highly secured passwords that are known only to the developers responsible for migrating application code or database changes. Only the DBA has access to implement database changes. • Back-out procedures • Specification of onboarding and maintenance windows
52.	All data entered into the system from any source remains the property of the County of Orange; data cannot be provided or sold to other entities.	X			
53.	Registrants are not required to provide their data to the Contractor or other third party, or subscribe to or download an application in order to receive notifications through the system.	X			This can be supported through our Engagement functionality as well as through IPAWS (available to authorized clients).
54.	The provider will obtain E911 from all carriers within the County of Orange, California.	X			Most municipalities prefer to leverage existing emergency services (E911) databases that provide contact information and are updated on a monthly or quarterly, or yearly basis, allowing for a high level of accuracy. If the client prefers publicly available data, Everbridge can purchase this on behalf of the client.

#	Question	Yes	No	N/A	Comment
55.	The provider will geo-code all E911 data following a mutually agreed upon systematic process.	X			Yes, Everbridge supports geo-coding address information as a core component of our notification solution. Regardless of the method used to manage the data, if a physical address is supplied to the Everbridge platform, Everbridge will geocode the address and determine the Latitude/Longitude coordinates for the location. These coordinates are then used to drop a pin on the map (color of the pin is client defined and based on Record Type, as described above) in the Universe tab for recognition and inclusion in notification deployments. Clients may also specify the precision level of the GIS information utilized in the Everbridge solution through our Precision GIS functions which can enhance the level of accuracy and allows clients to directly handle "centroid" geocoding challenges they may experience.
56.	The system will have more than one geo-coding system or process.	X			Geocoding can be conducted using Everbridge's inherent geo-coding or clients may leverage Precision GIS capabilities and supply their own geo-coding, if desired.
57.	The provider will code residential and business lines.	X			
58.	The provider will upload E911 data that has been geo-coded and identified as business/residential.	X			
59.	The provider will upload E911 data that has been geo-coded and identified as listed and unlisted.	X			
60.	The provider will maintain data for opt-outs from the E911 data and ensure that new uploads accommodate these opt-out requests.	X			
61.	The system flags failed notifications for specific causes and allows the County to configure rules for failed notifications (e.g., mark failed call numbers or bounced emails to be resolved by County personnel).	X			
62.	The system supports contact lists of unlimited length.	X			
63.	The system supports nested contact lists (e.g., List 1 includes Sublist A, B, C; List 2 includes Sublist A & C; List 3 includes Sublist B&C)	X			
64.	The provider will analyze the results of each system use to identify if there are data management errors and identify possible improvements in data management processes.	X			Data management and review of communication campaigns are the responsibility of the client. However, should clients have questions or require support on either topic, clients may reach out to our 24x7x365 tech support team as needed.
65.	The system must incorporate Coding Accuracy Support System (CASS)	X			

#	Question	Yes	No	N/A	Comment
	certified address entry in all entry portals.				
66.	The provider hosts training:				
67.	in-person at system implementation	X			
68.	in-person on an as-requested basis	X			
69.	interactive webinar	X			
70.	recorded computer based trainings	X			Everbridge provides multiple levels of documentation that assist users in the process of managing the notification system. These levels of documentation include: • Everbridge Mass Notification User's Guide • Everbridge Mass Notification Quick Start Guide • Everbridge Mass Notification Application Programming Interface (API) Guide • Everbridge University Online (Video Tutorials) • Everbridge Online Help • Everbridge One Sheets The User's guide is a full documentation of the features of the notification platform. The quick start guide is focused on the areas that will allow a user to use the notification functions of the system. The API Guide is a starting point for software engineers to write applications that harness the strength of the Everbridge platform allowing for full integration with client systems. Everbridge University is an online learning environment that has tutorials with videos that show how the system works. The online help is built into the notification platform. It will open in a new window and assist a user in the process of sending a notification. Everbridge one sheets isolate common tasks and help a user send a notification, edit a contact, or make a selection from the map. The library of documentation ensures that clients will have access to all the tools that they need in order to do everything from sending a notification quickly to managing a complex integration taking advantage of advance features.
71.	A comprehensive User guide is provided detailing all system features and functions.	X			
72.	The provider allows for free testing and training by the County and Sub-administrator accounts.	X			

#	Question	Yes	No	N/A	Comment
73.	The system has a testing environment with safeguards to ensure that training and testing do not occur using E911 data unless the User intends to do so.	X			
74.	The system has a self-registration portal that allows both external (the public) and internal (agency employees) individuals to register multiple contact methods with and without setting up an account.	X			
75.	The system provides the public with a single-screen interface through which Registrants can opt-in to notifications originating from multiple jurisdictions or agencies.	X			
76.	The public web interface for Registrants is of responsive design capable of displaying clearly on mobile, tablet, and desktop devices.	X			
77.	The system's Registrant interface meets or exceeds the requirements of Section 508 of the Rehabilitation Act and Web Content Accessibility Guidelines (WCAG).	X			
78.	The system allows Registrants to update their own contact data via an online portal or mobile application.	X			
79.	The registration portal allows Registrants to create an account with either an email address or telephone number.	X			
80.	The registration portal requires the Registrant to validate their contact information.	X			
81.	The registration portal incorporates CASS certified address entry and validation before allowing the Registrant to finalize.	X			
82.	The registration portal incorporates an automatic geo-coding validation before allowing the Registrant to finalize, including allowing the Registrant to manually move the point mapped if correction is needed.	X			
83.	The registration portal geo-coding software must update parcel and address data no less than bi-annually, so as to capture newly constructed homes and businesses.	X			The Everbridge Member Portal leverages Google for geocoding addresses and Google is continuously. Additionally, registrants can drop a pin to their exact lat/long.
84.	The registration portal is available in at least the following languages:	X			The Everbridge registration portal can be configured by clients to include any language desired (as they control the content that is displayed on the page). Clients may also enable our Google Translate functionality which allows user of the page to select the desired language and all content on the page will be displayed in the selected language (auto-translation

#	Question	Yes	No	N/A	Comment
					provided through Google Translate).
85.	• Arabic	X			
86.	• English	X			
87.	• Farsi	X			
88.	• Korean	X			
89.	• Spanish	X			
90.	• Vietnamese	X			
91.	Registrants can choose what types of alerts to receive and what devices to receive them on, such as:	X			
92.	• Weather alerts	X			
93.	• Road closings	X			
94.	• School closings	X			
95.	• Special announcements	X			
96.	At registration, Registrants can provide vulnerability data.	X			This would be configurable At Risk or Needs identification – Bedridden, Oxygen, etc.
97.	The system can detect Video Relay Services (VRS) used by the deaf and hard of hearing community. Messages will be delayed until the VRS interpreter becomes available or the message will be looped for up to 3 minutes.		X		
98.	During an alert notification, the system can provide Registrants with language options upfront (ex. Press 1 for English, 2 for Spanish, etc.).		X		While we don't support IVR for multi-lingual messages, Orange County currently collects language preference for registrants during the sign up process and can send autotranslated notifications. Notifications posted to the Member Portal can also be translated into various languages.
99.	The service supports non-English character sets and right-to-left text for email and TTY messages.	X			
100.	The system allows for configuration of automated forwarding from other systems (e.g., National Weather Service).	X			Everbridge's Mass Notification platform offers SMART Weather Alerting which leverages Weather Decision Technologies' (WDT) meteorological resources to enhance and optimize over 150 severe weather alerts such as lightning, tornadoes, thunderstorms, hail, ice, snow, extreme temperatures, high winds, flash floods, and flooding. Because these severe weather events are difficult to predict far in advance, they often have terrible loss of property and life for those individuals who are caught unaware. Everbridge SMART Weather Alerting provides location-specific severe weather alerts at the speed of click. An automated rules engine supercharges the speed and accuracy of alert delivery, so notifications get to the right people right away. Everbridge launches notifications that are:

#	Question	Yes	No	N/A	Comment
					• Specific - Detailed alerts, geographies, and stop start times. - Map-driven - Visual weather and select targets using GIS maps and shapes. • Automated - Deliver alerts to contacts and members automatically. • Rules-based - Use rules to determine when a message should be triggered. • Targeted - Deliver the right message to the right person automatically.
101.	The system is intuitive, easy to learn, and uses best practices in User interface and User design.	X			Everbridge is designed with ease of use in mind for both message senders and recipients. Our system is built with an intuitive interface that allows for administrators to send messages and navigate the system easily. For new notifications, we provide a single page workflow which allows clients to specify message type, message content, target audience, and deployment options (such as devices to target, number of contact cycles, etc.). Furthermore, notifications may be launched even more quickly using our Notification Templates, whereby various elements of the notification deployment may be defined ahead of time – reducing the selection of the options to send the notification when needed.
102.	The web interface for Users uses responsive design capable of displaying clearly on mobile, tablet, and desktop devices.	X			
103.	A mobile app for iOS and Android is available that allows Users to send public notifications to on-the-fly generated geo-located areas.	X			Everbridge supports the ability to launch new and template broadcast to both individuals and groups of individuals, manage messages, and view reports from smartphones and tablet devices. Today, we have Mobile app support for iOS and Android devices. Authentication on the mobile platform is through HTTPS connections utilizing 2048-bit encryption. No information is cached locally within the app. Everbridge also supports a universal browser interface which functions among any smartphone or tablet device including BlackBerry and Windows Mobile.
104.	The service integrates with incident management systems, such as WebEOC, so that alerts can be activated from WebEOC Input or Display views.	X			This can be achieved using our Incident Communication and Email Ingestion functionality or through custom development using our JSON-based RESTful API.
105.	The system has a robust responder notification function that allows for advanced polling functions and the ability to stop calls once a set threshold of responses is reached.	X			Everbridge provides the ability to create and send quota-based notifications by using our Polling Notification with Quota enabled. This gives customers the ability to specify a certain number of positions to be filled. Once deployed, the quota notification will start contacting the pool of candidates and

#	Question	Yes	No	N/A	Comment
					continue until enough successful responses are provided to fill the quota count. Once the quota is filled, the system will automatically stop calling the group. If desired, customers can use our follow-up capability to recommunicate to any desired audience—such as those who confirm receipt after the quota is filled—very quickly.
106.	The system has the ability to directly link notification recipients to an internal conference call.	X			Everbridge supports Conference Notifications inherently, whereby a notification is deployed to client recipients and if received via phone, they will join the call immediately; if received via text message, all dial-in and passcode information is included to allow the end user to connect to the call. Everbridge provides 4 inherent conference bridge lines for any client to use – and clients may customize our service to support their own conference systems, if desired
107.	The system will have the ability for two-way text and email communication.	X			
108.	Responses to notifications can be sent via email or text directly to the User sending the message, system administrators, or members of a User-defined group.	X			Responses and confirmations from recipients are reported back to the Everbridge platform whereby authorized client administrators (including those that initiated the communication) may review through our extensive reporting options
109.	The system has the ability to export the polygon created for the notification in shape file, KML, and CSV.	X			
110.	The system automatically sends all Registrants a yearly, bi-yearly, or quarterly email reminding them to update their information. This message can be configurable by a User.	X			Everbridge can schedule notifications to accomplish this. Additionally, rules or filters can be developed to only target the users that have not recently updated their contact information.
111.	The system has the ability to manually bulk upload data via CSV or Excel and automatically via SFTP.	X			
112.	The system has an audit functionality that allows authorized Users to review system access and activity for up to 18 months.	X			

Exhibit 1

Use Policy

Prohibited uses

County shall use the Service only for lawful purposes and in accordance with this AUP. County may not:

- Use the Service in any way that violates any applicable federal, state, local or international law or regulation (including, without limitation, any laws regarding the export of data or software to and from the US or other countries)
- Use the Service for the purpose of exploiting, harming or attempting to exploit or harm minors in any way by exposing them to inappropriate content, asking for personally identifiable information, or otherwise
- Use the Service to transmit, or procure the sending of, any advertising or promotional material, including any "junk mail", "chain letter", "spam" or any other similar solicitation
- Impersonate or attempt to impersonate Everbridge, an Everbridge employee, another user or any other person or entity, including by utilizing another user's identification, password, account name or persona without authorization from that user
- Use the Service in any manner that could disrupt, disable, overburden, damage, or impair the Service for County or others (including the ability to send timely notifications through the Service), via various means including overloading, "flooding," "mailbombing," "denial of service" attacks, or "crashing"
- Use any robot, spider or other automatic device, process or means to access the Service for any purpose, including monitoring or copying any of the material
- Use any manual process to monitor or copy any of the material made available through the Service or for any other unauthorized purpose without our prior written consent
- Use any device, software or routine, including but not limited to, any viruses, trojan horses, worms, or logic bombs, that interfere with the proper working of the Service or could be technologically harmful.
- Attempt to gain unauthorized access to, interfere with, damage or disrupt any parts of the Service, the server on which the Service is stored, or any server, computer or database connected to the Service.
- Attempt to probe, scan or test the vulnerability of a system or network or to breach security or authentication measures without Everbridge's express written consent.
- Take any action in order to obtain services to which such client is not entitled
- Attempt any action designed to circumvent or alter any method of measuring or billing for utilization of the Service
- Otherwise attempt to interfere with the proper working of the Service

Everbridge rights and remedies

If County becomes aware of any content or activity that violates this AUP, County shall take all necessary action to prevent such content from being routed to, passed through, or stored on the Everbridge network and shall promptly notify Everbridge. County's failure to comply with this AUP may result in Everbridge taking action anywhere from a warning, to a suspension or termination of Service. Everbridge will endeavor to provide notice to County prior to any suspension or termination of Service, but may immediately suspend or terminate in instances where continued provision of Service may cause significant harm to Everbridge, the Service or other clients.



County of Orange and Orange County Operational Area Countywide Public Mass Notification System Operating Guidelines

Effective: June 30, 2008

Revised: October 15, 2024

I. PURPOSE

The purpose of these Operating Guidelines is to describe the use and administration of AlertOC, the Orange County Public Mass Notification System ("System") by the County of Orange ("County"), County agencies and departments ("Agencies"), and local jurisdictions authorized by the County Board of Supervisors ("Jurisdictions"). This document will provide roles and responsibilities at the regional level. Individual Jurisdictions/Agencies should create and maintain subordinate procedures which incorporate the regional concepts outlined below. The step-by-step procedures for activation and use will be maintained in a separate document maintained by each jurisdiction/agency as a part of their emergency response plans for overall planning and response efforts. A copy of these guidelines shall be maintained in PrepareOC.

This document does not supersede any policy and procedures outlined in the Memorandum of Understandings signed by participating agencies, but should be used to support the use of the System.

Authorized users must respect the integrity of the System, understand the regulatory and privacy issues, and fully comply with the guidelines outlined in this document.

II. SYSTEM DESCRIPTION

The primary intent of the System is to disseminate early warning and time sensitive information to County businesses and community members during an emergency event. The System is only one component of the County of Orange public warning system. As deemed fit by local authorities, the System should be used in conjunction with the other public warning mechanisms including, but not limited to: route alerting, the Emergency Alert System, outdoor warning systems, and press releases.

The System is available 24/7 and has been pre-loaded with Orange County landline phone numbers (including unlisted) and countywide geographic maps. Additionally, community members have the option to provide additional contact information via self-registration portal AlertOC.gov with link access from county and all participating entity websites. The System will be used to send messages, describing the situation, impacted area, and recommended action the public should take, to affected businesses and community members via telephone, e-mail, and/or text.

The County is the sponsor of the System and will take appropriate measures to ensure that the System is in a state of operational readiness at all times. It is the responsibility of all participating Agencies to maximize community member benefits from the System.

While the County's intent for implementing and maintaining the System is for "emergency" use, upon consent from local authorities, cities may optionally use the System to disseminate "government-related" non-emergency notifications to community members and organization resources within its jurisdiction.



County of Orange and Orange County Operational Area Countywide Public Mass Notification System Operating Guidelines

III. OVERVIEW OF GENERAL SYSTEM FEATURES

At minimum, the Orange County Sheriff's Department Emergency Management Division shall acquire and maintain a System capable of meeting the following requirements:

- A. Licensed for use throughout the County's entire region
- B. Capable of sending Wireless Emergency Alerts and Emergency Alert System notifications
- C. Capacity to send a 45 second message to 10,000 community members and businesses within 10 minutes
- D. Capacity to send messages via phone, e-mail and text
- E. Accessible via the public internet
- F. Provides audit trail logging and reporting
- G. GIS map interface for geographic call list generation
- H. Community member self-registration web portal (available in threshold languages)
- I. Interactive phone survey technology and reporting
- J. Interactive Voice Response based notification setup and execution
- K. Unlimited vendor support, with access to vendor available for Jurisdictions as needed

IV. REGULATIONS AND AUTHORITIES

The System is operated in compliance with laws and regulations which are incorporated by reference into these Operating Guidelines.

- 47 C.F.R. Part 11 – Emergency Alert System
- 47 C.F.R. Part 10 – Wireless Emergency Alerts
- American with Disabilities Act

The System uses the E911 database to complete the notifications. The use of the E911 database is regulated by the California Public Utilities Code (CPUC) sections 2872 and 2891 *et seq.* The information contained in the E911 database is confidential and proprietary and shall not be disclosed or used except by authorized personnel for the purpose of emergency notifications. Any agency in violation of this regulation is subject to criminal charges as described in the CPUC.

V. GOVERNANCE

The County Board of Supervisors has authority over the System governance.

The Orange County Sheriff's Department Emergency Management Division (OCSD-EMD) will manage the System as a countywide asset on a day-to-day basis. The OCSD-EMD will draft, implement and maintain policies, processes, and data related to the System. The OCSD-EMD is responsible for ensuring that the provisions of the Vendor contract are implemented properly.

The Emergency Management Council Subcommittee and the Orange County Emergency Management Organization-Technology Subcommittee are responsible for recommending plans, procedures, and policies related to the System for approval.

The Orange County Emergency Management Council and County of Orange Operational Area Executive Board are responsible for approving plans, procedures, and policies related to the System.



County of Orange and Orange County Operational Area Countywide Public Mass Notification System Operating Guidelines

VI. AUTHORIZED USERS

Use of the System by each Agency and Jurisdiction is contingent upon that Agency or Jurisdiction abiding by the contract with the mass notification vendor, and the protocols established by the Emergency Management Council and Operational Area Executive Board.

The System is designed to be a countywide asset, available to all Jurisdictions that have a dedicated public safety answering point (PSAP) and/or a residential population for whom they are responsible for making protective action recommendations.

An Agency may participate in the countywide System at no charge when used for emergency purposes until December 30, 2029.

Entities authorized to join the system at no cost are limited to the County, Orange County Cities, the Municipal Water District of Orange County and Orange County Retail Water Agencies, and the University of California, Irvine. Each participating Jurisdiction must sign a Memorandum of Understanding (MOU) and will maintain, at minimum, a Local Administrator responsible for implementing and administering use of the System at the local level.

A. County Level

1. County Administrator

The OCSD-EMD will assign and maintain a designated County Administrator responsible for overall acquisition, accessibility, maintenance, compliance and management of all components required to provide an effective countywide mass notification system.

The County Administrator is responsible for:

1. System acquisition and contract management.
2. Policy management and as needed modification (in consultation with public safety, emergency management and emergency response personnel.)
3. Audit compliance: routine monitoring of System use to insure policy and contract compliance.
4. Access management: record management of signed MOU from each participating Agency, distribution of local administrator accounts and updated Local Administrator contact list.
5. Data management: E911 data acquisition, update and compliance monitoring. Countywide map file acquisition, update and overall geo-coding.
6. Testing: facilitate routine System-wide test exercise, document overall test results and recommend and execute, as needed, corrective action at the County level.
7. User Testing: verify and document County Alert and Warning Users are performing monthly tests.
8. Public education campaign: initiate and facilitate public education campaign aimed at making the public aware of the countywide public mass notification system initiative and individual registration web portal.



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9. Exclusion List: maintaining exclusion lists, provided by Local Administrators, in the System.
10. System support: provide support to County Users and Local Administrators.



County of Orange and Orange County Operational Area Countywide Public Mass Notification System Operating Guidelines

2. County User

The County will have two levels of users: Alert & Warning Users and Agency Users. Both Alert and Warning Users and Agency Users are responsible for obtaining Multi-Factor Authentication (MFA) software and will require MFA software to be functional for access to the System.

Alert & Warning Users

Orange County Sheriff's Department Emergency Communication Bureau (9-1-1 dispatch), Control One and Emergency Management Division personnel will be setup as Alert & Warning Users. Alert & Warning Users will have permission to access and launch emergency notifications to all jurisdictions within Orange County consistent with the County of Orange and Orange County Operational Area Alert and Warning Plan.

Alert and Warning users should perform monthly tests including:

1. Logging into AlertOC
2. Sending a test message to one or more contacts
3. Checking message receipt to ensure message was delivered

A Jurisdiction that contracts with the Orange County Sheriff's Department for police services authorizes the OCSD-Control One, OCSD-Dispatch, or OCSD-EMD personnel to launch on their behalf if requested by contracted field personnel in order to launch messages in a timely manner. These jurisdictions can also launch on their own behalf.

Agency User

Agency Users will have permission to execute inter-department notifications. Unincorporated areas of Orange County will have emergency messaging to the public launched by the Orange County Sheriff's Department. All other County Agencies may have access to use the System for interdepartmental use. Each participating Agency shall develop and maintain written procedures to identify and address the Agency's specific use of the System within the scope of this policy guide and provide this guideline to the Orange County Sheriff's Department Emergency Management Division. Each participating County agency shall maintain a level of training for their users consistent with the County of Orange and Orange County Operational Area Alert and Warning Plan.

B. Jurisdictions

Jurisdictions wishing to participate may do so by having an authoritative representative sign the "Orange County Public Mass Notification System" MOU. Upon signing the MOU, the Jurisdiction will identify a Local Administrator. The Local Administrator completed specified training and certifications before being provided with an account. Throughout the term of the MOU, the Jurisdiction may use the System to send an unlimited number of emergency notifications to the public as well as an unlimited number of emergency and non-emergency inter-department messages. Each participating Jurisdiction shall develop and maintain written procedures to identify and address the Jurisdiction's specific use of the System within the scope of this guideline. Each participating Jurisdiction shall maintain a level of training



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for their users consistent with the County of Orange and Orange County Operational Area Alert and Warning Plan.

1. Local Administrator

Participating Jurisdictions agree to appoint a designated Local Administrator responsible for leading, coordinating, monitoring and optimizing use of the System at the local level. Local Administrator shall act as the Jurisdiction's central point of contact and will work collaboratively with the County Administrator to ensure local use of the system is within MOU and Operating Guidelines.

Local Administrator is responsible for:

1. Contract acquisition if Agency will use the system for non-emergency purposes.
2. Local Agency Mass Notification Operating Procedure development and management.
3. Use compliance: routine monitoring to ensure System is used within the conditions and terms of this document and associated MOU.
4. Access management: Local User account distribution and management, including an annual audit of accounts; annual attestation that all Local Administrators and Local Users are authorized to continue accessing the system. Record management of MOU(s) and signed Local User certifications.
5. Testing: facilitate routine local System test exercise, document local test results and recommend and execute, as needed, corrective action at the local level.
6. User Testing: verify and document Local Users with Alert and Warning responsibilities are performing monthly tests.
7. Public education campaign: initiate and facilitate public education campaign aimed at making the local community aware of the intended use of the System and individual registration web portal.
8. System support: provide support to Local Users.
9. Providing logins and procedural training to key individuals within their Agency responsible for using the System.
10. Exclusion Lists: provide annually a review of the exclusion list for businesses, phone numbers, and organizations in the Participating Jurisdiction.
11. Training: ensuring Local Users complete security awareness training that covers at a minimum the following areas: proper protection, handling, dissemination, and destruction of confidential information (CI); threats, vulnerabilities, and risks associated with handling of CI; social engineering; system responsibilities and expected behavior; account usage and management – including password creation, protection, and frequency of changes; system usage – allowed vs. prohibited; incident response; physical security; email protection – phishing threats and business account compromise
12. Incident Response: Local Administrator is responsible to immediately notify OCSA of any incidents that could lead to the unauthorized or accidental use, modification, disclosure, or destruction of any information contained within the system.

2. Local User:



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Participating Jurisdictions may have an unlimited number of Local Users. Local Users will have access to community member contact records within their Jurisdiction or Service District. Local Users will be authorized and managed by the Local Administrator and may have varied system permissions. For Water Retail Water Agencies, Local Users may use the System to send emergency notifications to the public by using pre-established GIS shape files or the system's interactive map feature to identify their water users.

Local Users are responsible for obtaining Multi-Factor Authentication (MFA) software and will require MFA software to be functional for access to the System.

If a local user has access to send Alert and Warning messaging to the public then the local user should perform monthly tests including:

1. Logging into AlertOC
2. Sending a test message to one or more contacts (this can be the Alert and Warning User)
3. Checking message receipt to ensure message was delivered



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VII. AUTHORIZED USE

A. Emergency Public Notifications

Legal restrictions exist related to issuing different types of messages through the System. All Users are required to know and understand these restrictions. The Form in Attachment B delineates the requirements for each type of message.

As a general principle, the System is to be used when the public is being asked to take some action (e.g. evacuate, prepare to evacuate, shelter in place, boil tap water before drinking, local assistance centers and other follow up information, re-entry to an area after evacuation orders have been lifted or termination of the emergency because the danger has passed).

Use of the System for emergency activity contains two components: (1) the need to disseminate critical, safety-related information to individuals regarding emergency events occurring now, follow up information regarding the event and termination of the emergency event, and (2) communicating with safety-responder staff, volunteers and involved parties about the emergency event.

Emergency Public Notifications are limited to:

1. Imminent or perceived threat to life or property
2. Disaster notifications
3. Evacuation notices
4. Public health emergencies
5. Public safety emergencies
6. Any notification to provide emergency information to a defined community

The following criteria should be used to assist with determining the need to issue an alert:

1. Severity. Is there a significant threat to public life and safety?
2. Public Protection. Is there a need for members of the public to take a protective action in order to reduce loss of life or substantial loss of property?
3. Warning. Will providing warning information assist members of the public in making the decision to take proper and prudent action?
4. Timing. Does the situation require immediate public knowledge in order to avoid adverse impact?
5. Geographical area. Is the situation limited to a defined geographical area? Is that area of a size that will allow for an effective use of the system, given the outgoing call capacity?
6. Are other means of disseminating the information inadequate to ensure proper and time delivery of the information?
7. Is the message being sent follow up information to an emergency event in progress?

If the answer to ALL of these questions is "Yes", then an activation of the System for emergency purposes may be warranted.



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Illustrations of incidents which may be Emergency Public Notifications are included in Attachment A.

Participating Agencies are authorized to develop pre-established notification lists and messages related to specific types of emergencies. The circumstances for using these lists should be documented within County emergency plans and annexes approved by the Emergency Management Council, and their establishment coordinated with the County Administrator. Such documentation should include which forms of System notification will be used (e.g., opt-in agency data). During emergencies, messages will be coordinated with the Operational Area Emergency Operations Center or OCSO-EMD. These lists may include special populations (e.g. in-home care, schools, etc.) or those susceptible to certain risks (e.g. homes within dam inundation zone). It is the responsibility of the participating Agency to create, maintain and update these lists.

B. Emergency Responder Notifications

Emergency Responder Notifications are limited to:

1. Contacting first responders to advise of an emergency
2. Contacting first responders to report for duty due to an emergency
3. Contacting key staff regarding an emergency or crisis situation
4. Contacting agency employees/DSWs to report at a different time or location (or provide an update) due to an emergency
5. Exercises

Emergency considerations:

1. Notification shall clearly state situation is an emergency
2. Message length shall not exceed 60 seconds
3. Message shall have a call back number specific to the agency issuing the notification.
4. It is highly recommended all messages are recorded using a real voice and not the computer transcriber.
5. It is highly recommended to provide a phone number or website where the public can obtain additional or updated information
6. An all clear notification should be sent when applicable

C. Non-Emergency Public Notifications

Non-emergency **public** notification use is **prohibited** for any of the following purposes:

1. Any message of commercial nature
2. Any message of a political nature
3. Any non-official business (e.g. articles, retirement announcements, etc.)
4. To send a message to an E911 obtained data source

E911 data is cannot be used for non-emergency use except for testing according to the law California Public Utilities Code (CPUC) sections 2872 and 2891.1 and violators may be subject to criminal enforcement. Any Agency or Jurisdiction in violation of this term may have their use of the System suspended or their individual access revoked.



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No Jurisdiction shall use the System for non-emergency public announcements unless a separate contract with the Vendor is established. Cost associated with non-emergency public notifications is the responsibility of the local Jurisdiction. Jurisdictions will be limited to using the self-registering portal entry data only when launching non-emergency messages.

Jurisdictions who contract to use the System for non-emergency activity agree to give precedence to emergency notification call-outs by delaying or terminating non-emergency notification sessions if needed to increase emergency message success. The primary concern for point of failure in this situation is not the System, but the telephone port capacity of local phone providers responsible for delivering calls to community members and businesses.

D. Inter-Department Communication

Each participating Agency and Jurisdiction is authorized to create employee/volunteer and department call lists and pre-recorded messages. Agencies and Jurisdictions may use the System for non-emergency inter-departmental business communication as needed, without cost. It is recommended that individual Agencies identify where this would add value to their operations and establish separate written protocols and procedures for this use. Inter-departmental users will have permission to inter-departmental contact information only and are authorized to use the System solely for inter-departmental communication including but limited to first responder or volunteer call-outs.

VIII. ACTIVATION OF THE SYSTEM

Each Jurisdiction is responsible for launching messages to affected community members and businesses within their Jurisdiction or Service District.

- For messages launched by Jurisdictions on their own behalf, Jurisdictions are responsible for identifying and documenting who has the authority to launch messages.
- For messages launched by the County on behalf of Jurisdictions, the County requires the message be authorized by either the City Manager, City Police Chief, City Fire Chief, City Emergency Manager, or by public safety personnel on the incident scene with Incident Commander approval. Exigent circumstances will be evaluated on a case-by-case basis if the preceding individuals are not available.

The County of Orange and Orange County Operational Area Alert and Warning Plan is incorporated by reference. This document delineates the processes for coordinating all alert and warning notifications, including those transmitted using this System.

IX. LIMITATIONS OF THE SYSTEM

Every effort will be made by the County to ensure the System operates in the manner described in the SOP. However there are limitations of technology which may cause the system to fail or provide inconsistent message delivery. Some of these limitations include:

- Cell Phone Disruptions
- Cell Phone Reception Coverage
- Public Safety Power Shutoff events



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X. ROUTINE TESTING

Monthly System tests will be conducted to ensure that use of the System in an emergency is optimized and users are familiar with operation. All users should perform monthly message proficiency tests. Users who do not login and perform a message proficiency test at least yearly are subject to removal as a user from the System.

The System will have an annual regional test. This includes testing operational readiness, activation procedures and system effectiveness as well as validating data and system processes. Through the annual test exercise, System administrators and users will be able to observe the mode of operation to augment and refresh System and process knowledge.

Specific test exercise routines, roles, responsibilities and schedule will be detailed in the County of Orange and Operational Area Alert and Warning Plan.

By signing the Mass Notification System MOU, participating Jurisdictions agree to take part in System drills and exercises.

XI. CONFIDENTIALITY AND SECURITY

Through the "Memorandum of Understanding between the County of Orange and Participants for use of Countywide Mass Notification System," each agency is bound in writing to the confidentiality obligations sufficient to permit agencies to fully perform its obligations under this policy or the vendor agreement. Jurisdictions and Agencies shall be responsible for:

1. Ensuring users have completed an appropriate background check and undergone annual security awareness training.
2. Protecting Confidential Information (CI) contained within the system against accidental or unauthorized use, modification, dissemination, or destruction.
3. Ensuring that users maintain the confidentiality of all user login and password information;
4. Ensuring that users follow the 90 day password expiration limit;
5. Ensuring that users use the service in accordance with all applicable laws and regulations, including those relating to use of personal information;
6. Immediately notifying the County Administrator of any security incident that could lead to the unauthorized access, use, modification, dissemination, or destruction of CI contained within the system.
7. Any breach of the terms of this policy or the vendor agreement by any user; and
8. All communications by users using the service.

XII. COSTS

The County of Orange agrees to fund the System for notifications classified as "emergency use." The County of Orange also agrees to continue to obtain updated E911 telephone data and geographic maps.

Costs associated with use of the System for non-emergency activity is the responsibility of the local Jurisdiction through separate contract with the Vendor.

XIII. DEFINITIONS



County of Orange and Orange County Operational Area Countywide Public Mass Notification System Operating Guidelines

System – All components of the Mass Notification System including hardware, software, access portals, contact data and GIS maps.

Community members – Comprises individuals and businesses.

Emergency - “Emergency” shall include, but not be limited to, instances of fire, flood, storm, epidemic, riots, or disease that threaten the safety and welfare of the individuals and property located within the boundaries of the county and participants’ respective jurisdictions.

XIV. REVISION HISTORY

Revision Date	Author	Description
April 18, 2008	PMNS Policy Committee	Document originated
May 19, 2008	PMNS Executive Review Team	Non-emergency session termination in Section V., Item C.
June 16, 2008	Teara LeBlanc	Exception clause in Section VII, Item A., bullet 2.
May 2010	Vicki Osborn	Revision of all sections
June 2012	Raymond Cheung	Revision for OCSD transition
May 2013	Raymond Cheung	Revision for new vendor contract
May 2016	Raymond Cheung	Added confidentiality item to Section V., Item C. and allowed non-emergency use in Section V., Item B. and Section VIII.
June 2021	Harmon “Jay” Ward	Revision for new contract Revision of Sections II, III, IV, V, IX, and XI.
October 2024	Harmon “Jay” Ward	Revision for new contract; added User Testing for County and Local Jurisdictions in Sections VI and X; added City Emergency Manager as Authorized Requestor in Section VIII; added Section IX; added password expiration in Section XI.



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XV. ATTACHMENT A – INCIDENT ILLUSTRATIONS

This is a non-exhaustive list provided as examples.

Type of Incident	Description	Meets Public Safety Criteria
Active Shooter	A shooting with armed individual or individuals is occurring in a known area.	Yes
Boil Water Orders	An unsafe water supply issue requiring the public to boil water before use.	Yes
Building Fire	A fire occurring in an urban area requiring evacuation or shelter in place for the immediate area.	Yes
Violent Crimes	Violent crimes that just occurred such as robbery, assault, murder, etc.	Yes
Felony Suspect at Large	Law enforcement is currently searching for a felony suspect that is suspected to be in a certain area.	Yes
HazMat	Hazardous Materials incidents that require a fire/hazmat response and may include evacuations or shelter-in-place orders.	Yes
Health Orders	Any public health order made pursuant to County Health Officer recommendations.	Yes
Missing Adult (920A) with special circs	12- 17 yrs with decreased mental capacity or medical condition	Yes
Missing Child (920C)	12 yrs or younger	Yes
Missing Juvenile (920J)with special circs	18 yrs and older 12- 17 yrs with decreased mental capacity or medical condition	Yes
Severe Weather Related	Weather warnings that forecast an occurring or imminent threat to public safety or coincide with protective action recommendations such as voluntary or mandatory evacuation orders.	Yes
Evacuation or Shelter-in-Place	Voluntary or mandatory evacuation or shelter-in-place orders.	Yes
Wildland Fire	A fire occurring in a wildland urban interface area requiring immediate evacuation or shelter-in-place.	Yes
Road Closures	Unplanned road closures due to an emergency situation.	Yes
Planned Events	Road closures due to community events planned in advance.	No



**County of Orange and Orange County Operational Area
Countywide Public Mass Notification System
Operating Guidelines**

XVI. Attachment B – AlertOC/WEA/EAS Activation Form

Public Mass Notification System
Individual User Agreement

1. _____ (hereinafter "USER") is an agent, officer, employee or representative of _____, (hereinafter "PARTICIPANT").
2. PARTICIPANT is a signatory to a Memorandum of Understanding ("MOU") between with the County of Orange ("COUNTY") for Use of Countywide Mass Notification System ("SYSTEM").
3. As an agent, officer, employee or representative of PARTICIPANT, USER has been granted access to the System by PARTICIPANT and is deemed an Individual User under the MOU. USER can have access removed by the Local Administrator for PARTICIPANT at any time.
4. USER understands that as an Individual User, USER may only use the SYSTEM in the manner described in the MOU, the Everbridge GSA Approved End User License Agreement, and in accordance with the requirements of the law.
5. By signing this Individual User Agreement, USER hereby further expressly agrees to the do following things:
 - a) to maintain the confidentiality of login and password information;
 - b) to use the System in accordance with all applicable laws and regulations, including those relating to use of personal information;
 - c) to be responsible for any breach of the terms of the Agreement with Everbridge and/or the MOU between PARTICIPANT and COUNTY caused by the USER;
 - d) to notify the Local Administrator or County Administrator if there is a breach of security caused by the USER
 - e) to maintain the confidentiality of all records and information to which the USER may have access as a result of their access to the System pursuant to all statutory laws relating to privacy and confidentiality that currently exist or exist at any time during the term of this MOU;
 - f) that all information transmitted and the use of the SYSTEM by USER shall be in compliance with California Public Utilities Code section 2872; and
 - g) to be responsible for notifying the Local Administrator if the USER is no longer an agent, officer, employee, or representative of PARTICIPANT
6. USER also acknowledges having been provided the opportunity to review the GSA Approved End User License Agreement with Everbridge, the Memorandum of Understanding Between the County of Orange and Participants for Use of Countywide Mass Notification System, and California Public Utilities Code section 2872, prior to signing this Individual User Agreement, and hereby agrees to abide by both the letter and intent of those documents.
7. USER may withdraw their consent to terms contained within this Individual User Agreement at any time by notifying PARTICIPANT in writing. USER acknowledges, however, that withdrawing USER's consent will result in immediate termination of USER's right and ability to access the SYSTEM.

By signing this Individual User Agreement, USER acknowledges having thoroughly read the foregoing, and hereby consents and agrees to the above terms and conditions.

Dated: _____

Signature

Printed Name

Email Address



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Kurt Lind, Business Administrator
DATE: May 28, 2025
SUBJECT: Fiscal Year 2026 Performance Audit Process Guide

RECOMMENDATION

Approve the modifications to Mesa Water District's Fiscal Year 2026 Performance Audit Process Guide regarding the Engineering Projects Measure 6 – *Efficiency of Plan Check*.

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 March 22, 2022 Committee meeting, the Board received a presentation highlighting the results from the FY 2020 Performance Audit.

At its July 13, 2022 meeting, the Board approved the changes to the Performance Audit Process Guide for the FY 2023 Performance Audit.

At its January 24, 2024 meeting, the Board received a presentation highlighting the results from the FY 2023 Performance Audit.

At its June 12, 2024 meeting, the Board approved the changes to the Performance Audit Process Guide for the FY 2025 Performance Audit.

At its October 29, 2024 workshop, the Board received a presentation highlighting the results from the FY 2024 Annual Performance Audit. The Board eliminated the Mesa Water District Fiscal section of the District-Wide Annual Performance Audit and directed staff to develop a standalone report for the AAA rating metrics and to agendize the topic at a future Board meeting.

At its April 3, 2025 workshop, the Board approved the FY 2026 Performance Audit Process Guide and directed staff to bring back the Engineering Projects Measures 6 and 8 to either justify retaining the current metrics or to propose alternatives.

BACKGROUND

Mesa Water's Business Management Process, as it relates to the District-wide Performance Audit, is designed to communicate to the Board any significant changes to the measures and/or KPIs and address any recommendations from the Board. These changes are documented and highlighted in the Performance Audit Process Guide. The guidance and feedback provided by the Board related to the guide's measures and metrics are valuable to ensure the achievement of Mesa Water's mission and vision.

DISCUSSION

Following the recent FY 2026 Performance Audit Process Guide discussion at the April 3 Board workshop, two project measures were under consideration for changes: Measure 6 - *Efficiency of Plan Check* and Measure 8 - *Project Management* (projects less than \$400,000). After much discussion, research and consideration, staff proposes the following recommendations:

Engineering Projects

Measure 6 – Efficiency of Plan Check

Engineering Performance Audit Measure 6 is intended to measure the level of customer service provided by Mesa Water's Plan Check team. The target metric of plans reviewed within 15 business days was developed based on Mesa Water's Standard Specifications which specify that Mesa Water will provide comments within fifteen days. While basing the performance metric on the specified turnaround time is defensible, it doesn't provide enough accuracy to drive performance improvement.

For the FY 2024 Performance Audit, the Engineering Department returned 100% of plan check drawing submittals within fifteen days, with an average return time of 3.9 days. To provide a more accurate measurement of the efficiency of Plan Check, staff recommends updating the metric to measure the average review time per drawing. The calculation would be defined as the number of days from submittal to returning comments divided by the number of drawings reviewed.

Recommendation

Staff recommends the following ranges for the metric:

Measure 6: Efficiency of Plan Check

Definition: Number of Business Days

- o 10 business days/drawing or higher are below acceptable standards
- o 5.0 – 9.9 business days/drawing is within the acceptable standards
- o 0 – 4.9 business days/drawing or less are exceeding acceptable standards

In FY 2024, the Engineering Department returned plan check submittals on an average of 3.9 days/drawing.

Measure 8 – Project Management (projects less than \$400,000)

Engineering Performance Audit Measures 8 and 9 are intended to measure the efficiency of the Engineering Team's project management. Measure 8 is intended to indicate the team's performance on smaller projects (less than \$400,000) and Measure 9 is intended to indicate performance on larger projects (greater than \$400,000). The two metrics were developed to recognize that some project management tasks require a baseline amount of effort (contracts and invoices) and that effort on other project management tasks is not linearly related to the construction and design costs (meetings and site visits). Many times, larger projects benefit from the economy of scale making the percentage of project management time less.

Additionally, Mesa Water's engineers have a larger role on small projects. Staff often assists with design and reviews because the project teams are smaller and don't always include consultants as do the larger projects. The Project Management Institute suggests that 10 percent of the total installed cost is an acceptable standard for project management costs of construction projects. This metric was selected for the basis of evaluation for the performance on larger projects. Due to the decreased economy of scale and expanded role on smaller projects, an increase of five percent on the gold range and 10 percent on the green range is an appropriate standard for the evaluation of project management for projects less than \$400,000.

Recommendation – No Changes

Staff recommends keeping the standards included in the current performance audit standards for Measure 8:

Measure 8: Project Management (projects less than \$400,000)

- o 30% or greater is below acceptable standards
- o 29% – 16% is within the acceptable standards
- o 15% or less is exceeding acceptable standards

For the past two performance audits, the results for Measures 8 and 9 are 24% and 15% and 16% and 16%, respectively. While the numbers indicate room for improvement, the average difference in percentage between the smaller and larger projects is 4.5%. The difference between these two metrics is an indicator of the impacts of economy of scale and the expanded role on smaller projects.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: FY 2026 Performance Audit Process Guide (Clean)
Attachment B: FY 2026 Performance Audit Process Guide (Denoted Changes)
Attachment C: FY 2026 Performance Audit Scorecard for Engineering
Attachment D: FY 2026 Performance Audit Weighting Criteria for Engineering



Performance Audit Process Guide Final

Fiscal Year 2026

Performance Audit Process Guide

Overview

Mesa Water® District's (Mesa Water®) Board of Directors (Board) has established its Strategic Plan that encompasses seven high level goals. These overarching goals provide the vision for the District and guidance with goals to achieve for staff. The Strategic Plan is the foundation of Mesa Water's business strategy. Moreover, the Strategic Plan establishes a fundamental business management process that embraces the District's Perpetual Agency philosophy. The steps of this business management process include the following:

- Strategic Plan
- Goals
- Key Performance Indicators
- Performance Audit



This sound business approach encompasses the important components of communication, agreement, and feedback of the Goals and Key Performance Indicators (KPIs) at every level within the organization. Communication links all of these pieces and enables Mesa Water to perform and achieve at a high level. The Strategic Plan establishes the Board's vision. Management and staff work together to develop the plans and measures detailing how to reach that vision. It all begins with the leadership of Mesa Water providing their vision for the District.

Strategic Plan

The Board provides the General Manager with direction regarding the District's high level goals and objectives for the upcoming year. Based on this direction, priorities are established, resources are allocated, and staff works to accomplish the goals and objectives.

Department Goals

Mesa Water's goals for each department help determine our KPIs. For example, Water Operations staff has a goal to maintain main line valves by exercising them every two years. Administrative Services staff produces 4 – 6 Committee and Board Packets every month. Customer Services staff reads the water meters, processes billing, and provides our ratepayers excellent customer service. Financial Services staff produces the payroll, pays our vendors, and closes the books every month. By understanding the major activities of what the District does as an agency provides insight with developing goals.

Key Performance Indicators

Mesa Water is in a strong business position in the areas of transparency, accountability, and efficiency. Through the Business Improvement Process Implementation, staff developed:

- Work activities and plans
- Balanced and streamlined labor resources
- Determinations of how and when we do our work
- Established expectations and measurable results

KPIs are the heartbeat of the District's performance management process. They tell us whether we are making progress towards our goals that are linked to the Strategic Plan. There are seven areas that make up the foundation of the KPIs:

- Measure
- Target
- Source
- Frequency
- Purpose
- Audit Preparation
- Strategic Plan

Measure – We can measure progress, which is the percent complete of what we are measuring and we can measure change, which is what we are expecting out of what we are measuring. An example of measuring progress is the percent of valves

exercised to date. An example of measuring change would be if the Board wanted to increase the District's day's cash position in comparison to last year.

Target – This represents the quantifiable piece of the KPIs. Examples include the number of valves exercised and the number of Board Packets produced.

Source – This represents the information source that is used to glean the KPIs. Examples include the Computerized Maintenance Management System, Financial System, and Customer Information System.

Frequency – This is how often the results of each KPI are communicated; they can vary from monthly to quarterly depending on the audience.

Purpose – This describes the reasoning for why we are measuring the activity.

Audit Preparation – This provides the expectation of what the department staff need to have prepared in advance of the audit.

Strategic Plan – This represents how the KPIs relate to the strategic plan goal(s).

Understanding what needs to be monitored and how often is the basis for sound decision-making. This will be a critical component of Mesa Water's business strategy.

Mesa Water establishes performance measures because it allows us as an organization to evaluate how well our services are performed and holds us accountable to our annual goals. They provide management the ability to measure accomplishment, time, and cost in order to manage all aspects of the operation. Most importantly, performance measures make transparent our activities and show what services our ratepayers receive for their dollars.

Performance Audits

The performance audit focuses on our system and processes to ensure they are functioning as designed. Components of the audit vary depending on the department, but embrace the following concepts:

- Reviewing the quality of the information staff uses to measure
- Ensuring that our business systems and related processes are set up and operating appropriately
- Ensuring that critical activities of the business are completed on time and with quality
- Ensuring critical programs and processes are in place and operating properly

The performance audit is an independent, third-party confirmation of our performance for the year. The audit is designed to be simple to communicate and meaningful

because the focus is on our most critical business functions. It is meant to be a straightforward evaluation of Mesa Water's efficiency and effectiveness. The performance audit supports Mesa Water's commitment to continuous improvement by providing meaningful feedback that can lead to operational improvements. Overall, the performance audit:

- Assures the vision of the Board
- Reassures efficient and effective management of public funds
- Ensures that measures and standards are in place and achieved

Embracing the Business Management Process benefits our Board, ratepayers, and Mesa Water staff. It reinforces our commitment to our responsibility to our ratepayers; our ratepayers receive an efficiently run business and accountability of resources; and provides the organization with meaningful challenges coupled with opportunity for improvement.

Performance Audit Process

Planning

The first phase of the audit process involves planning the audit, including defining the audit objective, scope, schedule, and audit criteria. This phase involves communicating with the Management Team and each of the departments to share the audit process expectations for both the auditors and staff. The purpose of these meetings are to accomplish the following:

- Review of the information and criteria related to the program or activity to be audited
- Communication of the scope and schedule
- Establish the expectations when the auditors are on site
- Provide a forum for staff questions and feedback

Information Gathering and Analysis

In the second phase of the audit process, the auditors gather and analyze the information necessary to draw a conclusion on each of the particular performance measures. This includes collecting department-prepared documentation and, if necessary, conducting interviews with the managers and staff relevant to the performance measure.

What the Auditors Require:

Access: providing the auditor with access to the premises, systems, documents, and other property that may be necessary to the audit.

Responsiveness: managers and relevant staff should be reasonably available when the auditors are on site for questions, request for documentation, and access to information.

Feedback: concerns or issues related to the audit should be raised with the Business Administrator in a timely manner. The Business Administrator will address these concerns with the General Manager and will provide feedback within 10 business days from the date of notification. The Business Administrator will also seek feedback on the conduct of the audit process at the conclusion of the audit.

Reporting

The third phase is producing the preliminary audit findings, conclusions, and recommendations. This information is provided to the Department Managers for review and feedback, including to correct errors of fact, and where necessary, to allow for provision of additional information and context.

The Business Administrator will schedule individual meetings with the auditor and Department Managers to share the draft information. The auditors first present the information in a presentation format and provide a copy of the presentation to the Department Manager. This format allows for a question and feedback process to ensure clarity of the information and that audit results are communicated. Any issues that arise will be documented by the auditor and reviewed for further consideration. The manager is responsible for providing further context, data, or any other sort of information to the Business Administrator for the auditor to review within seven business days after the audit presentation meeting. The auditor will take no more than seven business days to resolve any outstanding issues. The auditor will make the final determination and score the performance measure(s) accordingly.

The auditor will then prepare written documentation of the draft performance audit results for each department. The report will be provided as one document with a number of sections representing the audited department. The manager is provided seven business days to review the report and provide feedback to the Business Administrator for the auditor to review. The auditor will take no more than seven business days to review any comments. The auditor will make the final determination and score the performance measure(s) in question accordingly. The final report will be prepared and distributed to the Management Team. The auditor and Business Administrator will present the audit results to the Board.

The Business Administrator will be responsible for organizing the recommendations from the audit of each department into an Action Plan. The Business Administrator will submit the Action Plan to the General Manager and Department Manager within twenty business days after the submission of the final report. Each Department Manager will meet with the General Manager and Business Administrator to review each recommendation; discuss/determine/agree to a resolution; and assign a responsible resource to accomplish the agreed upon recommended action(s). This meeting will occur within fifteen business days after the submission of the Action Plan.

The Department Manager is responsible to facilitate and complete each of the agreed upon recommended action(s). Upon completion of each action, the Department Manager will meet with the General Manager and review the completed effort. The General Manager will formally approve the completed action with their signature on the specific recommended action within the Action Plan. The Department Manager will keep record of the Action Plan and will make it available for the forthcoming Annual Performance Audit.

The following pages outline the specific KPIs for each department. The intent of this narrative is to provide a higher level of detail in an effort to bring clarity and agreement to each KPI. The performance indicators are designed to be flexible in order to adjust to the vision of the Board. Any changes to the KPIs will be brought to the Board for approval. This ensures that the vision of Mesa Water aligns with the KPIs.

Water Operations

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Capital Mainline Valve Replace (number of valves replaced per day)
- b. Capital Hydrant Upgrade (number of hydrants upgraded per day)
- c. Hydrant Maintenance (number of hydrants maintained per day)
- d. Distribution Valve Maintenance (number of valves maintained per day)
- e. Night Valve Maintenance (number of valves maintained per day)
- f. PDO System Monitoring (number of system checks completed per day)
- g. PDO Weekly (number of completed checklists per day)
- h. Backflow Test Reports (number of test reports completed per day)
- i. Water Quality Sampling (number of sites sampled per day)
- j. Instrument Calibration Checks (number of instruments checked per day)
- k. Capital Small Meters (number of small meters replaced per day)
- l. Capital Large Meters (number of large meters replaced in a day)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The measure for each activity is average daily production (ADP) which is a standard output measure that is based on the average number of units produced in a 9-hour day of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = below range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = above range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System (CMMS)

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

VERIFY ACCURATE REPORTING OF WORK

Measure 2: Work Reporting Accuracy

Target: This measure is verified by the percent of accurate work reporting entry into the Computerized Maintenance Management System. A random sample of work reporting forms are selected by the auditor. The auditor will then compare the data on the work reporting form to the data entered in the Computerized Maintenance Management System. Points of focus includes as applicable: Activity Number, Project Number, Employee Name, Labor Hours, Equipment Hours, Parts/Materials, and Work Quantity.

Deviations between what was reported and what was entered into the system will be noted and the accuracy percent will be determined.

Work Reporting Accuracy = Total Data Entry Points/Accurate Data Entry Points

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the accuracy of the information entered into the Computerized Maintenance Management System. The various reports generated from the system are used to make management decisions including work planning, work scheduling, activity performance (productivity), activity costing, work loading, monthly activity monitoring, labor/equipment/parts utilization, and various analysis reports. The management decisions are impactful to the organization and require data entry to meet or exceed acceptable accuracy standards.

Audit Preparation: Work reporting forms for the fiscal year organized, prepared and presented to the auditor upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 3: Two-Week Scheduling, Data Entry, & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule, entry of performance data, and holding the monthly work status meeting. There are 26-27 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted, 12 occurrences where performance data input is completed, and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 50 to 51 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embraces the District's perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACCURACY OF ASSETS

Measure 4: Affirm Quarterly Asset Verification Meetings

Target: Percent of successfully scheduled and performed asset verification meetings. The meetings are run by the Water Operations Manager with the following staff in attendance:

- Assistant Water Operations Manager
- Water Operations Supervisor(s)
- Water Quality & Compliance Supervisor
- Field Services Supervisor
- Department Assistant

A meeting agenda is developed that outlines the various assets groups to be discussed and reviewed including Water System, MWRf, Water System Valves, Water System Hydrants, Facilities, and Fleet. Each supervisor will report any assets that have been added or replaced within the asset groups that are under their responsibility. Added or replaced assets are recorded on the Retiring and Implementing New Asset Form that will be presented at this meeting and confirmed as complete.

This measure is verified by the percentage of successful on time events for the quarterly meeting with department staff. For example, there are 4 scheduled meetings for the fiscal year and if 4 successful events occurred out of 4 possible, the success rate would be 100%.

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored quarterly by the Department Manager and/or Assistant Water Operations Manager through Asset Verification Meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water's critical assets are monitored, maintained, and that the CMMS accurately reflects the assets that are in the field.

Audit Preparation: Meeting Package (agenda, any Retiring and Implementing New Asset Form(s), action plan) organized in a file drawer with easy access upon request.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.

WATER QUALITY

Measure 5: Verify Monthly Water Quality Test Results Submitted to California Division of Drinking Water

Target: Percent of on-time submittals of Mesa Water's water quality test results submitted to California Division of Drinking Water. This measure is verified by the 12 sent emails to California Division of Drinking Water. If the due date falls on a weekend or holiday, the next business day is considered the deadline for submission.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored monthly by the Department Manager and supervisor through review and submission of test results to California Division of Drinking Water. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California Division of Drinking Water, water quality testing requirements.

Audit Preparation: Organize confirmation emails in one file folder from July to June for the audit year.

Strategic Plan: Goal 1 – Provide a safe, abundant, and reliable water supply.

PRODUCTION DUTY OPERATOR

Measure 6: Production Duty Checklist Compliance

Target: Percent of on-time submittals of emailed production duty checklist to the Production Duty Operator (PDO) Group within the agreed upon time requirements as documented in the Production System Operation Plan. This measure is verified by review of the Supervisor's PDO Daily Performance Log.

The PDO is on-call 24 hours a day for a 7-day period to oversee the operations of Mesa Water's production and storage systems. The PDO shall be responsible for monitoring the SCADA system and use it to capture the required checklist parameters. The PDO shall check the SCADA system (per checklist requirements) to monitor the system parameters via their assigned production duty laptop computer per the following schedule:

- Weekdays (Regular Shift): The PDO shall monitor the operational system parameters at the start of regular work shift at 7:15 (7:45 am Mondays), 10:00 am, 1:00 pm, and 4:15 pm;

- Weeknights: The PDO shall monitor the operational system parameters at 7:00 pm, between 10:00-11:00 pm, and between 4:00-5:00 am;
- Weekends: The PDO shall monitor the operational system parameters at 7:00 am, 10:00 am, 1:00 pm, 4:00 pm, 7:00 pm, between 10:00-11:00 pm, and 4:00-5:00 am;

The checklist is submitted seven times per day, 365 days per year resulting in 2,555 submittals. This is measured by the percentage of successful on-time submission of the PDO Checklist based on the standards established in the Production System Operation Plan. For example, if there were 2,409 successful submissions out of 2,555 possible, the success rate would be 94%. If the due date falls on a weekend or holiday, the next business day is considered the deadline for submission.

The following is the acceptable accuracy range:

- 93% or less is below acceptable accuracy standards
- 94% - 96% is within acceptable accuracy standards
- 97% or higher is exceeding acceptable accuracy standards

Source: Supervisor's PDO Daily Performance Log

Frequency: Monitored daily by the supervisor through review and submission of the PDO Checklist emailed to the PDO Group List. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water's system is operating and performing to the standards documented in the Production System Operation Plan.

Audit Preparation: Prepare and submit upon request the PDO Supervisor Log.

Strategic Plan: Goal 1 – Provide a safe, abundant, and reliable water supply.

FLEET COMPLIANCE

Measure 7: Quarterly California Highway Patrol (CHP)/Basic Inspection of Terminal (BIT) Completed

Target: Compare planned CHP/BIT schedule for required fleet to actual results. This should be completed at 100% for all vehicles that meet the requirements for the CHP/BIT for the previous calendar year. The Water Operations Coordinator is responsible for planning, completing, recording, and filing the CHP/BIT results every quarter. For each quarter, the auditor will review the following for every required vehicle:

- a. The CHP/BIT form is completed for each inspection item
- b. Identified repairs are completed within 3 months and confirmed by a work order.

- c. The CHP/BIT form signed off by a professional fleet mechanic

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored quarterly by the Department Manager and Water Operations Coordinator through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California Highway Patrol pursuant to Section 34501 or 35501.12 of the Californian Vehicle Code (CVC)

Audit Preparation: CHP/BIT paperwork organized in a file drawer with easy access upon request. Submit a list of vehicles by VIN that are subject to the regulation for the audit year. Organize inspection results in a one file folder for the preceding calendar year.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.
Goal 6 – Provide outstanding customer service.

Measure 8: Annual SMOG Testing Completed

Target: Compare planned SMOG Testing schedule for required fleet to actual results. This should be completed at 100% for all vehicles that meet the requirements for the previous calendar year. The Water Operations Coordinator is responsible for planning, completing, recording, and filing the SMOG Testing results each calendar year. The auditor will review the following for every required gas powered vehicle:

- a. The Vehicle Inspection Report is completed for each vehicle by a certified testing location
- b. The form signed off by a certified professional SMOG technician

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored annually by the Department Manager and Water Operations Coordinator through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California emissions codes

Audit Preparation: SMOG paperwork organized in a file drawer with easy access upon request. Submit a list of vehicles by VIN that are subject to the regulation for the audit year. Organize inspection results in a one file folder for the preceding calendar year.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.
Goal 6 – Provide outstanding customer service.

Measure 9: Annual Opacity Testing Completed

Target: Compare planned Opacity Testing schedule for required fleet to actual results. This should be completed at 100% for all vehicles that meet the requirements for the previous calendar year. The Water Operations Coordinator is responsible for planning, completing, recording, and filing the Opacity Testing results each calendar year. The auditor will review the following for every required diesel powered vehicle:

- c. The Vehicle Inspection Report is completed for each vehicle by a certified testing professional
- d. The form signed off by a certified professional Opacity technician

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored annually by the Department Manager and Water Operations Coordinator through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California Air Resources Board emissions codes

Audit Preparation: Opacity paperwork organized in a file drawer with easy access upon request. Submit a list of vehicles that are subject to the regulation for the audit year. Organize inspection results in a one file folder for the preceding calendar year.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.
Goal 6 – Provide outstanding customer service.

REVIEW OF COMPLIANCE DOCUMENTATION

Measure 10: Review of Regulatory Compliance Reports.

Target: Mesa Water will identify in the Regulatory Compliance Log those reports that have set, regulated compliance dates. The Regulatory Compliance Report Log will denote due dates and intervals (monthly, quarterly, annual) regarding the submission

requirements. The auditor will randomly select and confirm seven reports that have been completed and submitted to appropriate regulatory agencies. This measure is verified by the accompanied sent emails to the appropriate regulatory agency. If the due date falls on a weekend or holiday, the next business day is considered the deadline for submission.

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored by the Department Manager and Water Quality Supervisor through quarterly review. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance various federal, state, and county regulatory agencies depending on the report selected.

Audit Preparation: Submit compliance documentation log upon request. Auditor to select seven (7) random compliance reports for the audit. Provide written/electronic confirmation of report submission for the three reports.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACTION PLAN COMPLIANCE

Measure 11: Review of all action plans associated with any Root Cause Analysis conducted during the audit year. Confirm that an action plan exists and that progress is being made towards completion.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide any Root Cause Analysis Action Plan that was conducted during the audit year to the auditor. The Root Cause Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Root Cause Analysis Action Plan(s) for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon root cause analysis recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Root Cause Analysis Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 12: Review of all action plans associated with the Annual Water Operations Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 13: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Engineering

VERIFY ACCURATE REPORTING OF WORK

Measure 1: Work Reporting Accuracy

Target: This measure is verified by the percent of accurate work reporting entry into the Computerized Maintenance Management System. A random sample of work reporting forms are selected by the auditor. The auditor will then compare the data on the work reporting form to the data entered in the Computerized Maintenance Management System. Points of focus includes as applicable: Activity Number, Project Number, Employee Name, Labor Hours, Equipment Hours, Parts/Materials, and Work Quantity.

Deviations between what was reported and what was entered into the system will be noted and the accuracy percent will be determined.

Work Reporting Accuracy = Total Data Entry Points/Accurate Data Entry Points

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the accuracy of the information entered into the Computerized Maintenance Management System. The various reports generated from the system are used to make management decisions including work planning, work scheduling, activity performance (productivity), activity costing, work loading, monthly activity monitoring, labor/equipment/parts utilization, and various analysis reports. The management decisions are impactful to the organization and require data entry to meet or exceed acceptable accuracy standards.

Audit Preparation: Work reporting forms for the fiscal year organized, prepared and presented to the auditor upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling, Data Entry, & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule, entry of performance data, and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where performance data input is completed. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 35 successful submissions and events out of 38 possible, the success rate would be 92%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two-week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ENGINEERING PROJECTS

Measure 3: Project Hours

Target: Percent of labor hours directly associated with Capital and Expense Projects compared to available hours less leave. The available hours are established at 2,080 for each Mesa Water engineer. The leave hours associated with the audit year are determined for each Mesa Water engineer through activity code OH-01 Leave and generated out of the Computerized Maintenance Management System. The project hours associated with the audit year are determined for each Mesa Water® engineer through a project hour report generated out of the Computerized Maintenance Management System. The calculation is applied as follows:

Project Application Rate = Actual Booked Hours/Available Hours – Leave Hours

The following is the acceptable accuracy range:

- 69% or less is below acceptable standards
- 70% - 79% is within the acceptable standards
- 80% or higher is exceeding acceptable standards

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the application of staff time booked to Capital and Expense Projects compared to staff availability.

Audit Preparation: No preparation needed. Information provided by the Computerized Maintenance Management System.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 4: Construction Inspections

Target: Percent of construction inspections performed within three business days.

A sample of Customer Project files are randomly selected by the auditor for review. Inspection dates are scheduled and documented throughout the various phases of the project and signed off by the Construction Inspector as complete. Each scheduled inspection for the selected Customer Projects counts as one inspection. The total number of inspections can vary for each Customer Project due to the maturity of the project and status of each phase. This could result in one particular Customer Project incurring six inspections and another Customer project incurring two inspections.

The amount of inspections for the selected Customer Projects are summed providing a total count for the sample. The scheduled inspection dates are documented by the auditor and compared to the actual inspection dates, which are recorded in the Computerized Maintenance Management System. The variance between the scheduled and actual inspection dates are recorded by the auditor and dates that exceed three business days are noted.

Construction Inspections = Inspections Performed within 3 Days/Total Inspections

The following is the acceptable accuracy range:

- 89% or less is below acceptable standards
- 90% - 94% is within the acceptable standards
- 95% or higher is exceeding acceptable standards

Source: Customer Project Files and Computerized Maintenance Management System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the level of customer service provided by Mesa Water inspection services to our customers.

Audit Preparation: Customer project files organized in a file drawer with easy access upon request. Inspection request and completion dates provided in CMMS.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 5: Contract Management

Target: Cost of construction contract change orders in Capital Program projects to less than 5% of the total annual value of construction awarded.

Financial Services will provide the auditor a report of all open projects with change orders. The auditor will determine the total dollar value of the change orders and the total dollar value of the construction contracts.

Contract Management = Total Dollar Value of Change Orders/Total Dollar Value of Construction Contracts

The following is the acceptable accuracy range:

- 10% or greater is below acceptable standards
- 9% - 6% is within the acceptable standards
- 5% or less is exceeding acceptable standards

Source: Financial System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of contract management.

Audit Preparation: No preparation needed. Information provided by Financial System.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 6: Efficiency of Plan Check

Target: Number of business days from submittal to returning comments divided by the number of drawings reviewed.

A sample of Customer Projects files are randomly selected by the auditor for review. The Project Status Form (within each project file) documents the start and end of the plan check process. There are occasions where multiple plan checks are performed on one Customer Project. All plan checks will be noted and counted.

The number of drawing submittals for each selected Customer Project will be determined. The drawing submittal date and the review completion date will be noted. The total number of days will be divided by the number of drawings.

Average number of business days per drawing = number of business days from submittal of drawing to returning comments divided by the number of drawings reviewed.

The following is the acceptable accuracy range:

- 10 business days/drawing or higher are below acceptable standards
- 5.0 – 9.9 business days/drawing is within the acceptable standards
- 0 – 4.9 business days/drawing or less are exceeding acceptable standards

Source: Project Files - Project Status Form

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the level of customer service provided by Mesa Water plan check services to our customers.

Audit Preparation: Customer project files organized in a file drawer with easy access upon request. Project Status Form available in customer project file.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 7: Efficiency of Contract Award for Construction or Professional Services

Target: Average number of business days from Committee/Board approval to securing contract signature

The auditor will request a list of construction or professional service contracts for the audit year. The auditor will request select contracts from the list for review. The auditor will then request the Board approval date documentation (as necessary) from Records Management for each contract. The auditor will document the contract signature date for each contract. An analysis will be performed by the auditor that will determine the number of days between the Board approval date and the signature date.

Efficiency of Contract Award = Contract Signature Date – Board Approval Date

The following is the acceptable accuracy range:

- 46 days or greater is below acceptable standards
- 45 to 31 days is within the acceptable standards
- 30 days or less is exceeding acceptable standards

Source: Records request for contract documents.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of the contract approval/award process.

Audit Preparation: No preparation needed. Information provided by Records Management.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 8: Project Management (projects less than \$400,000)

Target: Labor/Construction Management Cost as a percent of the total contract cost

Financial Services will provide the auditor a report of all closed projects from the audit year. The auditor will randomly select a number of projects (total cost of less than \$400,000) from the list and will document the actual total cost for all selected projects. From the report, the auditor will also document the actual total cost for labor and construction management for all selected projects.

Project Management = Labor Direct + Labor Overhead + Construction Management/Construction + Design

The following is the acceptable accuracy range:

- 30% or greater is below acceptable standards
- 29% - 16% is within the acceptable standards

- 15% or less is exceeding acceptable standards

Source: Financial System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project management.

Audit Preparation: No preparation needed. Information provided by Financial System.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 9: Project Management (projects greater than \$400,000)

Target: Labor/Construction Management Cost as a percent of the total contract cost

Financial Services will provide the auditor a report of all closed projects from the audit year. The auditor will randomly select a number of projects (total cost greater than \$400,000) from the list and will document the actual total cost for all selected projects. From the report, the auditor will also document the actual total cost for labor and construction management for all selected projects.

Project Management = Labor Direct + Labor Overhead + Construction Management/Construction + Design

The following is the acceptable accuracy range:

- 20% or greater is below acceptable standards
- 19% - 11% is within the acceptable standards
- 10% or less is exceeding acceptable standards

Source: Financial System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project management

Audit Preparation: No preparation needed. Information provided by Financial System.

Strategic Plan: Goal 3 – Be financially responsible and transparent

Measure 10: Close completed projects in a timely manner

Target: Number of calendar days that projects are accepted by Engineering as complete and closed in the financial system.

Financial Services will provide the auditor a list of all closed Customer and Mesa Water projects from the audit year. The auditor will randomly select a number of projects from

the list. The auditor will document the Project Acceptance Date and the Project Close Date. An analysis will be performed by the auditor that will determine the number of calendar days between the Project Acceptance Date and the Project Close Date.

Engineering will submit to Financial Services the approved project closing paperwork quarterly. Financial Services and Engineering will work together to close the accepted projects and approve refunds (if any) within 90 days.

The computation is based on when the project is accepted by Engineering and documented on the first day of the next quarter after a project is complete (such as for a 3/13/24 project, the documentation by Engineering should be by April 1, 2023) as complete. This date is then compared, and a difference in calendar days is computed to when the project is closed in the financial system.

The process for the auditor to affirm should include signoff on the form for the project with both locations for Engineering to sign and date when the project is affirmed to be completed by Engineering staff and Finance to sign and date when the project is closed in the financial system. An analysis will be performed by the auditor that will determine the number of days between the Project Acceptance Date and the Project Closed Date.

Project Closing Efficiency = Project Acceptance Date – Project Close Date

The following is the acceptable accuracy range:

- 120 days or greater is below acceptable standards
- 119 - 90 days is within the acceptable standards
- 89 days or less is exceeding acceptable standards

Source: Project Files – Project Sign Off Form

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project acceptance process which drives the project close out process.

Audit Preparation: Financial Services to provide closed project list for the audit year. Mesa Water & Customer project files organized in a file drawer with easy access upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.
Goal 6 – Provide outstanding customer service.

ACTION PLAN COMPLIANCE

Measure 11: Review of all action plans associated with the Annual Engineering Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 12: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher that previous year or maintained gold status is exceeding

acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Customer Services

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Customer Inquiries - Office (number of customers served per day)
- b. Customer Payment Processing (number of payment batches processed per day)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The measure for each activity is “average daily production” which is a standard output measure that is based on the average number of units produced in a 9-hour day of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = below range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = above range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting

needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CUSTOMER SATISFACTION

Measure 3: Overall result of the Annual Elite Customer Service Audit

Target: Overall Key Performance Indicator Score

The following is the acceptable accuracy range:

- 71% or less is below acceptable standards
- 72% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Elite Customer Service Audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is providing outstanding customer service.

Audit Preparation: Mesa Water's Business Administrator to provide the Elite Customer Service Audit for the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

ACTION PLAN COMPLIANCE

Measure 4: Review of all action plans associated with the Annual Customer Service Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 5: Review of the overall score from the previous Elite Customer Service Audit.

Target: Measure percent change of the overall Elite Customer Service Audit score compared to the previous audit year.

The Business Administrator will provide the auditor the Elite Customer Service Audit from the previous year. After the review of the current year's Elite Customer Service Audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Elite Customer Service Audit Score = Percent of Current Year's Score – Percent of Previous Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's Elite Customer Service Audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Elite Customer Service Audit for the previous year.

Strategic Plan: Goal 6 – To provide outstanding customer service.

Measure 6: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Current Year's Score –
Percent of Previous Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Financial Services

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Purchase Order/Change Order Processing (time per PO/CO produced)
- b. Payroll Process (time per payroll produced)
- c. Project Accounting - District (time per district capital project closed)
- d. Monthly Close (time per close)
- e. Accounts Payable (time per check produced)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is “hours per unit” which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = above range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = below range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Controller through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule, entry of performance data, and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

VERIFICATION OF NEW ACCOUNTS

Measure 3: Verification of New Accounts

Target: Verify documentation and approval of new accounts. Identify accounts within the Chart of Accounts that were established during the audit year with corresponding documentation for the previous audit year. This includes all new accounts and sub/repurposed accounts.

This measure is verified by the percentage of approved documentation for each new account that was added to the chart of accounts. For example, if 5 accounts were added to the chart of accounts compared to the previous year, there must be corresponding 5 Change of Accounts forms approved by the General Manager.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 99% is within the acceptable accuracy standards
- 100% is exceeding acceptable accuracy standards

Source: Change of Account Log book and signed request form. Previous and List of Chart of Accounts for the audit year and previous audit year from the Financial System.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water's Chart of Accounts are effectively managed to a size that meets its business needs.

Audit Preparation: List of chart of accounts from the financial system for the audit year and previous audit year. Change of accounts log book with GM approval form for each change prepared for request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ENGINEERING PROJECTS

Measure 4: Close completed projects in a timely manner

Target: Number of calendar days that projects are accepted by Engineering as complete and closed in the financial system.

Financial Services will provide the auditor a list of all closed Customer and Mesa Water projects from the audit year. The auditor will randomly select a number of projects from the list. The auditor will document the Project Acceptance Date and the Project Close

Date. An analysis will be performed by the auditor that will determine the number of calendar days between the Project Acceptance Date and the Project Close Date.

Engineering will submit to Financial Services the approved project closing paperwork quarterly. Financial Services and Engineering will work together to close the accepted projects and approve refunds (if any) within 90 days.

The computation is based on when the project is accepted by Engineering and documented on the first day of the next quarter after a project is complete (such as for a 3/13/24 project, the documentation by Engineering should be by April 1, 2023) as complete. This date is then compared, and a difference in calendar days is computed to when the project is closed in the financial system.

The process for the auditor to affirm should include signoff on the form for the project with both locations for Engineering to sign and date when the project is affirmed to be completed by Engineering staff and Finance to sign and date when the project is closed in the financial system. An analysis will be performed by the auditor that will determine the number of days between the Project Acceptance Date and the Project Closed Date.

Project Closing Efficiency = Project Acceptance Date – Project Close Date

The following is the acceptable accuracy range:

- 120 days or greater is below acceptable standards
- 119 - 90 days is within the acceptable standards
- 89 days or less is exceeding acceptable standards

Source: Project Files – Project Sign Off Form

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project acceptance process which drives the project close out process.

Audit Preparation: Financial Services to provide closed project list for the audit year. Mesa Water & Customer project files organized in a file drawer with easy access upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.
Goal 6 – Provide outstanding customer service.

MONTHLY CLOSE

Measure 5: Monthly Close Documentation

Target: Verify the monthly close checklist for Project Accounting and Expense Accounts

This measured is verified by the percentage of approved documentation for each

monthly close. There are 12 monthly close operations performed each year. Financial Services will document the closing of the capital projects and expense accounts each month through a detailed checklist. This checklist will be signed off by the CFO and Controller. In addition, monthly financial statements (projects and expense) will be produced for and delivered to the departments by the 15 business days of every month.

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: Signed monthly close checklist (capital projects/expense accounts) and corresponding department financial statements for each month of the audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure accurate and timely statements to support fiscal monitoring and decision making. The financial statements represent Mesa Water's true financial position to inform the Board of Directors, managers, lenders, and the public.

Audit Preparation: Monthly close packet that includes a checklist and financial statements.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACTION PLAN COMPLIANCE

Measure 6: Review of all action plans associated with the Annual Financial Services Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent

CONTINUOUS IMPROVEMENT

Measure 7: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Public Affairs

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Welcome Program (time per Welcome Bag produced)
- b. Mesa Water Notify (time per Notification produced)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is “hours per unit” which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = above range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = below range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Controller through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences

(depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

PUBLIC AWARENESS

Measure 3: Mesa Water Brand Identity

Target: Percent of respondents who correctly identify Mesa Water as their water provider. This measure represents unaided awareness.

The following is the acceptable standard range:

- 60% or less is below acceptable standards
- 61% to 70% is within the acceptable standards
- 71% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's brand identity with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water

Measure 4: Mesa Water Brand Recognition

Target: Percent of respondents who have an overall awareness of Mesa Water. This measure represents unaided awareness plus aided awareness.

The following is the acceptable standard range:

- 69% or less is below acceptable standards
- 70% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's awareness with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water®

Measure 5: Mesa Water Knowledge of Water Origin

Target: Percent of respondents who correctly know the origin of water (produced locally) that Mesa Water produces and delivers.

The following is the acceptable standard range:

- 49% or less is below acceptable standards
- 50% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's awareness with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water

COMMUNICATION

Measure 6: Communication Efforts

Target: Percent of respondents who are very satisfied with Mesa Water's efforts to communicate with customers

The following is the acceptable standard range:

- 42% or less is below acceptable standards
- 43% to 53% is within the acceptable standards
- 54% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's communication efforts with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 6 – Provide excellent customer service.

SOCIAL MEDIA GROWTH

Measure 7: Increase the social media reach and engagement from the previous fiscal year.

Target: Percent increase from previous fiscal year.

The Department will provide the fiscal year end social media report to the auditor. The social media report will contain the following information regarding the reach and engagement numbers:

- Previous fiscal year's reach and engagement count
- Current fiscal year's reach and engagement count

Percent Increase from previous fiscal year = (Current fiscal year's reach and engagement count – Previous fiscal year's reach and engagement count)/Previous fiscal year's reach and engagement count

The following is the acceptable accuracy range:

- 9% or less is below acceptable standards
- 10% to 19% is within the acceptable standards
- 20% or higher is exceeding acceptable standards

Source: Social Media Report.

Frequency: Monitored monthly by the Department Manager through the social media report. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To increase Mesa Water's communication capabilities, presence and engagement in the local community.

Audit Preparation: Prepare and deliver the fiscal year end social media report.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water and Goal 6 – Provide excellent customer service,

ACTION PLAN COMPLIANCE

Measure 8: Review of all action plans associated with the Annual Public Affairs Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards

- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water® is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent

CONTINUOUS IMPROVEMENT

Measure 9: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Administrative Services

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Board Meeting Process (time per Board Meeting Packet Produced and meeting held)
- b. Committee Meeting Process (time per Committee Meeting Packet Produced and meeting held)
- c. Public Records Act Request (time per public request processed)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is “hours per unit” which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = above range (lower productivity)
- 2 points = within the range (expected productivity)
- 3 points = below range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager through the work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

TRANSPARENCY

Measure 3: Board and Committee Meeting Minutes

Target: Publish Board-approved Minutes within 60 days of each Board and Committee Meeting. This target is an internal standard.

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Website report denoting the day/time of the publishing

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to transparency and outstanding customer service to our ratepayers.

Audit Preparation: Administrative Services to provide confirmation of postings via website services.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 4: Website Transparency

Target: Verify and affirm that select items are posted on the Mesa Water website and are current. This includes:

- a. Budget for the audit fiscal year
- b. CAFR for previous audit year ending June 30
- c. Rates & Fee's for the current year
- d. Board Member Compensation Ordinance reflecting rates as approved by the Board of Directors and confirmed by a Board Memo from staff. The Board Memo will document the current compensation rates under the "Prior Board Action/Discussion" section. The Board of Directors reviews Board Compensation annually and approves any action by April. Staff will submit to the auditors the Board memo that reflects the website posted Board Member Compensation Ordinance

The auditor will visually verify and affirm the items listed above on Mesa Water's website.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: Mesa Water's website

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to transparency.

Audit Preparation: None

Strategic Plan: Goal 3 – Be financially responsible and transparent.

DEPARTMENT COMPLIANCE

Measure 5: Board and Committee Packets

Target: Post to website all Board and Committee Packets within 72 hours of regular/adjoined meeting or 24 hours for a special meeting.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: Website report denoting the day/time of the publishing

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure compliance with the Brown Act related to adequate public notice for open meetings.

Audit Preparation: Administrative Services to provide confirmation of postings via website services

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 6: Public Records Act Compliance

Target: Provide initial response to all requests made under the California Public Records Act within 10 calendar days of the date of receipt of a request

If a request is received after business hours or on a weekend or holiday, the next business day may be considered the date of receipt. If the tenth day falls on a weekend or holiday, the next business day is considered the deadline for responding to the request.

In unusual circumstances, the time limit to initially respond to the request may be extended by written notice for an additional 14 days.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: A completed Mesa Water Public Records Request form for each public records request.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure compliance with the 10-day response deadline as required in California's Public Records Request Act.

Audit Preparation: Administrative Services will provide a copy for each of the completed Public Records Request forms for the audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACTION PLAN COMPLIANCE

Measure 7: Review of all action plans associated with the Annual Administration Services Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 8: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Human Resources

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Recruitment & Selection (hours per completed recruitment event)
- b. New Hire Administration (hours per new hire)
- c. Performance Evaluations (hours per completed performance evaluation)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is “hours per unit” which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = below range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = above range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be

completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

EMPLOYEE DEVELOPMENT

Measure 3: Professional Development Participation

Target: Percentage of Employees participating in Tuition/Education/Certification Reimbursement Programs

Percent of Employee Participation = Employees Participating/Total Employees Eligible

The following is the acceptable accuracy range:

- 9% or less is below acceptable standards
- 10% to 15% is within the acceptable standards
- 16% or higher is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water employee's professional development participation.

Audit Preparation: Prepare electronic files for auditor. Count of total eligible FTE's and count of FTE's participating in the professional development program.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

Measure 4: Time to Fill

Target: The amount of time that it takes to fill a vacant position.

Time to Fill = Average number of business days elapsed between requisition date and offer acceptance

The following is the acceptable accuracy range:

- 91 days or greater is below acceptable standards
- 90 – 80 days is within the acceptable standards
- 79 days or less is exceeding acceptable standards

Source: NeoGov

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge the efficiency of Mesa Water's hiring process.

Audit Preparation: Report out of NeoGov for each position hired showing the requisition date and offer acceptance date for the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

EMPLOYEE RECRUITMENT

Measure 5: Job Offer Ratio

Target: The level of job offers rejected compared to the number of job offers made.

Job Offer Ratio = Percent of offers rejected to offers made

The following is the acceptable accuracy range:

- 69% or less is below acceptable standards
- 70% to 74% is within the acceptable standards
- 75% or greater is exceeding acceptable standards

Source: NeoGov

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the quality of the job offers and Mesa Water's recruitment process.

Audit Preparation: Report out of NeoGov for each position offered and offers rejected for the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 6: Temporary Staff Utilization

Target: The level of full time temporary employees working at Mesa Water. This metric excludes limited term employees.

Temporary Staff Utilization = Average duration of time temporary staff are employed at Mesa Water.

The following is the acceptable employment day range:

- 181 days or greater below acceptable standards
- 180 to 91 days is within the acceptable standards
- 90 days or less is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure temporary staff are used to fill short-term needs.

Audit Preparation: Prepared list of temporary staff employed showing start date, end date, department, position, staff name, and number of days employed.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

EMPLOYEE RETENTION

Measure 7: Turnover Rate

Target: Monitoring employee voluntary and involuntary movement out of the organization

Turnover Rate = (# employees leaving/employees at start + employees at end)/2)

The following is the acceptable accuracy range:

- 16% or greater is below acceptable standards
- 15% to 7% is within the acceptable standards
- 6% or less is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure, by percent, how many employees are leaving Mesa Water

Audit Preparation: Prepare electronic files for auditor. Total count of FTE's and count of FTE's that moved out of the organization during the audit year.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

EMPLOYEE ENGAGEMENT

Measure 8: Annual Employee Performance Evaluation

Target: All employees receive their annual review by September 30

Annual Review Rate = (number employees receiving their review on time/number of employees)

The following is the acceptable accuracy range:

- 94% or less is below acceptable standards
- 95% to 99% is within the acceptable standards
- 100% is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to annual employee reviews are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: Prepare electronic files for auditor. Total count of FTE's and the date that their annual performance evaluation occurred during the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 9: Annual Employee Engagement Survey

Target: All employees participate in the Annual Employee Survey by August 15

Overall Mesa Water score from the 12 Question Gallup Poll measuring the work environment.

The following is the acceptable accuracy range:

- Below 33rd percentile is below acceptable standards
- 33rd to 66th percentile is within the acceptable standards
- 66th percentile of higher is exceeding acceptable standards

Source: Gallup Poll Report

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To understand how engaged Mesa Water employees are at work. Provide insight into employee motivation and productivity.

Audit Preparation: Business Administrator to provide documentation from the Gallup organization depicting the overall score for Mesa Water resulting from the annual survey.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

ACTION PLAN COMPLIANCE

Measure 10: Review of all action plans associated with the Annual Administration Services Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 11: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent



Performance Audit Process Guide Denoted Changes

Fiscal Year 2026

Performance Audit Process Guide

Overview

Mesa Water® District's (Mesa Water®) Board of Directors (Board) has established its Strategic Plan that encompasses seven high level goals. These overarching goals provide the vision for the District and guidance with goals to achieve for staff. The Strategic Plan is the foundation of Mesa Water's business strategy. Moreover, the Strategic Plan establishes a fundamental business management process that embraces the District's Perpetual Agency philosophy. The steps of this business management process include the following:

- Strategic Plan
- Goals
- Key Performance Indicators
- Performance Audit



This sound business approach encompasses the important components of communication, agreement, and feedback of the Goals and Key Performance Indicators (KPIs) at every level within the organization. Communication links all of these pieces and enables Mesa Water to perform and achieve at a high level. The Strategic Plan establishes the Board's vision. Management and staff work together to develop the plans and measures detailing how to reach that vision. It all begins with the leadership of Mesa Water providing their vision for the District.

Strategic Plan

The Board provides the General Manager with direction regarding the District's high level goals and objectives for the upcoming year. Based on this direction, priorities are established, resources are allocated, and staff works to accomplish the goals and objectives.

Department Goals

Mesa Water's goals for each department help determine our KPIs. For example, Water Operations staff has a goal to maintain main line valves by exercising them every two years. Administrative Services staff produces 4 – 6 Committee and Board Packets every month. Customer Services staff reads the water meters, processes billing, and provides our ratepayers excellent customer service. Financial Services staff produces the payroll, pays our vendors, and closes the books every month. By understanding the major activities of what the District does as an agency provides insight with developing goals.

Key Performance Indicators

Mesa Water is in a strong business position in the areas of transparency, accountability, and efficiency. Through the Business Improvement Process Implementation, staff developed:

- Work activities and plans
- Balanced and streamlined labor resources
- Determinations of how and when we do our work
- Established expectations and measurable results

KPIs are the heartbeat of the District's performance management process. They tell us whether we are making progress towards our goals that are linked to the Strategic Plan. There are seven areas that make up the foundation of the KPIs:

- Measure
- Target
- Source
- Frequency
- Purpose
- Audit Preparation
- Strategic Plan

Measure – We can measure progress, which is the percent complete of what we are measuring and we can measure change, which is what we are expecting out of what we are measuring. An example of measuring progress is the percent of valves

exercised to date. An example of measuring change would be if the Board wanted to increase the District's day's cash position in comparison to last year.

Target – This represents the quantifiable piece of the KPIs. Examples include the number of valves exercised and the number of Board Packets produced, ~~and the number of checks disbursed to pay vendors for the year.~~

Source – This represents the information source that is used to glean the KPIs. Examples include the Computerized Maintenance Management System, Financial System, and Customer Information System.

Frequency – This is how often the results of each KPI are communicated; they can vary from monthly to quarterly depending on the audience.

Purpose – This describes the reasoning for why we are measuring the activity.

Audit Preparation – This provides the expectation of what the department staff need to have prepared in advance of the audit.

Strategic Plan – This represents how the KPIs relate to the strategic plan goal(s).

Understanding what needs to be monitored and how often is the basis for sound decision-making. This will be a critical component of Mesa Water's business strategy.

Mesa Water establishes performance measures because it allows us as an organization to evaluate how well our services are performed and holds us accountable to our annual goals. They provide management the ability to measure accomplishment, time, and cost in order to manage all aspects of the operation. Most importantly, performance measures make transparent our activities and show what services our ratepayers receive for their dollars.

Performance Audits

The performance audit focuses on our system and processes to ensure they are functioning as designed. Components of the audit vary depending on the department, but embrace the following concepts:

- Reviewing the quality of the information staff uses to measure
- Ensuring that our business systems and related processes are set up and operating appropriately
- Ensuring that critical activities of the business are completed on time and with quality
- Ensuring critical programs and processes are in place and operating properly

The performance audit is an independent, third-party confirmation of our performance for the year. The audit is designed to be simple to communicate and meaningful

because the focus is on our most critical business functions. It is meant to be a straightforward evaluation of Mesa Water's efficiency and effectiveness. The performance audit supports Mesa Water's commitment to continuous improvement by providing meaningful feedback that can lead to operational improvements. Overall, the performance audit:

- Assures the vision of the Board
- Reassures efficient and effective management of public funds
- Ensures that measures and standards are in place and achieved

Embracing the Business Management Process benefits our Board, ratepayers, and Mesa Water staff. It reinforces our commitment to our responsibility to our ratepayers; our ratepayers receive an efficiently run business and accountability of resources; and provides the organization with meaningful challenges coupled with opportunity for improvement.

Performance Audit Process

Planning

The first phase of the audit process involves planning the audit, including defining the audit objective, scope, schedule, and audit criteria. This phase involves communicating with the Management Team and each of the departments to share the audit process expectations for both the auditors and staff. The purpose of these meetings are to accomplish the following:

- Review of the information and criteria related to the program or activity to be audited
- Communication of the scope and schedule
- Establish the expectations when the auditors are on site
- Provide a forum for staff questions and feedback

Information Gathering and Analysis

In the second phase of the audit process, the auditors gather and analyze the information necessary to draw a conclusion on each of the particular performance measures. This includes collecting department-prepared documentation and, if necessary, conducting interviews with the managers and staff relevant to the performance measure.

What the Auditors Require:

Access: providing the auditor with access to the premises, systems, documents, and other property that may be necessary to the audit.

Responsiveness: managers and relevant staff should be reasonably available when the auditors are on site for questions, request for documentation, and access to information.

Feedback: concerns or issues related to the audit should be raised with the Business Administrator in a timely manner. The Business Administrator will address these concerns with the General Manager and will provide feedback within 10 business days from the date of notification. The Business Administrator will also seek feedback on the conduct of the audit process at the conclusion of the audit.

Reporting

The third phase is producing the preliminary audit findings, conclusions, and recommendations. This information is provided to the Department Managers for review and feedback, including to correct errors of fact, and where necessary, to allow for provision of additional information and context.

The Business Administrator will schedule individual meetings with the auditor and Department Managers to share the draft information. The auditors first present the information in a presentation format and provide a copy of the presentation to the Department Manager. This format allows for a question and feedback process to ensure clarity of the information and that audit results are communicated. Any issues that arise will be documented by the auditor and reviewed for further consideration. The manager is responsible for providing further context, data, or any other sort of information to the Business Administrator for the auditor to review within seven business days after the audit presentation meeting. The auditor will take no more than seven business days to resolve any outstanding issues. The auditor will make the final determination and score the performance measure(s) accordingly.

The auditor will then prepare written documentation of the draft performance audit results for each department. The report will be provided as one document with a number of sections representing the audited department. The manager is provided seven business days to review the report and provide feedback to the Business Administrator for the auditor to review. The auditor will take no more than seven business days to review any comments. The auditor will make the final determination and score the performance measure(s) in question accordingly. The final report will be prepared and distributed to the Management Team. The auditor and Business Administrator will present the audit results to the Board.

The Business Administrator will be responsible for organizing the recommendations from the audit of each department into an Action Plan. The Business Administrator will submit the Action Plan to the General Manager and Department Manager within twenty business days after the submission of the final report. Each Department Manager will meet with the General Manager and Business Administrator to review each recommendation; discuss/determine/agree to a resolution; and assign a responsible resource to accomplish the agreed upon recommended action(s). This meeting will occur within fifteen business days after the submission of the Action Plan.

The Department Manager is responsible to facilitate and complete each of the agreed upon recommended action(s). Upon completion of each action, the Department Manager will meet with the General Manager and review the completed effort. The General Manager will formally approve the completed action with their signature on the specific recommended action within the Action Plan. The Department Manager will keep record of the Action Plan and will make it available for the forthcoming Annual Performance Audit.

The following pages outline the specific KPIs for each department. The intent of this narrative is to provide a higher level of detail in an effort to bring clarity and agreement to each KPI. The performance indicators are designed to be flexible in order to adjust to the vision of the Board. Any changes to the KPIs will be brought to the Board for approval. This ensures that the vision of Mesa Water aligns with the KPIs.

Water Operations

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Capital Mainline Valve Replace (number of valves replaced per day)
- b. Capital Hydrant Upgrade (number of hydrants upgraded per day)
- c. Hydrant Maintenance (number of hydrants maintained per day)
- d. Distribution Valve Maintenance (number of valves maintained per day)
- e. Night Valve Maintenance (number of valves maintained per day)
- f. PDO System Monitoring (number of system checks completed per day)
- g. PDO Weekly (number of completed checklists per day)
- h. Backflow Test Reports (number of test reports completed per day)
- i. Water Quality Sampling (number of sites sampled per day)
- j. Instrument Calibration Checks (number of instruments checked per day)
- k. Capital Small Meters (number of small meters replaced per day)
- l. Capital Large Meters (number of large meters replaced in a day)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The measure for each activity is average daily production (ADP) which is a standard output measure that is based on the average number of units produced in a 9-hour day of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = below range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = above range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System (CMMS)

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

VERIFY ACCURATE REPORTING OF WORK

Measure 2: Work Reporting Accuracy

Target: This measure is verified by the percent of accurate work reporting entry into the Computerized Maintenance Management System. A random sample of work reporting forms are selected by the auditor. The auditor will then compare the data on the work reporting form to the data entered in the Computerized Maintenance Management System. Points of focus includes as applicable: Activity Number, Project Number, Employee Name, Labor Hours, Equipment Hours, Parts/Materials, and Work Quantity.

Deviations between what was reported and what was entered into the system will be noted and the accuracy percent will be determined.

Work Reporting Accuracy = Total Data Entry Points/Accurate Data Entry Points

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the accuracy of the information entered into the Computerized Maintenance Management System. The various reports generated from the system are used to make management decisions including work planning, work scheduling, activity performance (productivity), activity costing, work loading, monthly activity monitoring, labor/equipment/parts utilization, and various analysis reports. The management decisions are impactful to the organization and require data entry to meet or exceed acceptable accuracy standards.

Audit Preparation: Work reporting forms for the fiscal year organized, prepared and presented to the auditor upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 3: Two-Week Scheduling, Data Entry, & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule, entry of performance data, and holding the monthly work status meeting. There are 26-27 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted, 12 occurrences where performance data input is completed, and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 50 to 51 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embraces the District's perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACCURACY OF ASSETS

Measure 4: Affirm Quarterly Asset Verification Meetings

Target: Percent of successfully scheduled and performed asset verification meetings. The meetings are run by the Water Operations Manager with the following staff in attendance:

- Assistant Water Operations Manager
- Water Operations Supervisor(s)
- Water Quality & Compliance Supervisor
- Field Services Supervisor
- Department Assistant

A meeting agenda is developed that outlines the various assets groups to be discussed and reviewed including Water System, MWRf, Water System Valves, Water System Hydrants, Facilities, and Fleet. Each supervisor will report any assets that have been added or replaced within the asset groups that are under their responsibility. Added or replaced assets are recorded on the Retiring and Implementing New Asset Form that will be presented at this meeting and confirmed as complete.

This measure is verified by the percentage of successful on time events for the quarterly meeting with department staff. For example, there are 4 scheduled meetings for the fiscal year and if 4 successful events occurred out of 4 possible, the success rate would be 100%.

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored quarterly by the Department Manager and/or Assistant Water Operations Manager through Asset Verification Meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water's critical assets are monitored, maintained, and that the CMMS accurately reflects the assets that are in the field.

Audit Preparation: Meeting Package (agenda, any Retiring and Implementing New Asset Form(s), action plan) organized in a file drawer with easy access upon request.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.

WATER QUALITY

Measure 5: Verify Monthly Water Quality Test Results Submitted to California Division of Drinking Water

Target: Percent of on-time submittals of Mesa Water's water quality test results submitted to California Division of Drinking Water. This measure is verified by the 12 sent emails to California Division of Drinking Water. If the due date falls on a weekend or holiday, the next business day is considered the deadline for submission.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored monthly by the Department Manager and supervisor through review and submission of test results to California Division of Drinking Water. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California Division of Drinking Water, water quality testing requirements.

Audit Preparation: Organize confirmation emails in one file folder from July to June for the audit year.

Strategic Plan: Goal 1 – Provide a safe, abundant, and reliable water supply.

PRODUCTION DUTY OPERATOR

Measure 6: Production Duty Checklist Compliance

Target: Percent of on-time submittals of emailed production duty checklist to the Production Duty Operator (PDO) Group within the agreed upon time requirements as documented in the Production System Operation Plan. This measure is verified by review of the Supervisor's PDO Daily Performance Log.

The PDO is on-call 24 hours a day for a 7-day period to oversee the operations of Mesa Water's production and storage systems. The PDO shall be responsible for monitoring the SCADA system and use it to capture the required checklist parameters. The PDO shall check the SCADA system (per checklist requirements) to monitor the system parameters via their assigned production duty laptop computer per the following schedule:

- Weekdays (Regular Shift): The PDO shall monitor the operational system parameters at the start of regular work shift at 7:15 (7:45 am Mondays), 10:00 am, 1:00 pm, and 4:15 pm;

- Weeknights: The PDO shall monitor the operational system parameters at 7:00 pm, between 10:00-11:00 pm, and between 4:00-5:00 am;
- Weekends: The PDO shall monitor the operational system parameters at 7:00 am, 10:00 am, 1:00 pm, 4:00 pm, 7:00 pm, between 10:00-11:00 pm, and 4:00-5:00 am;

The checklist is submitted seven times per day, 365 days per year resulting in 2,555 submittals. This is measured by the percentage of successful on-time submission of the PDO Checklist based on the standards established in the Production System Operation Plan. For example, if there were 2,409 successful submissions out of 2,555 possible, the success rate would be 94%. If the due date falls on a weekend or holiday, the next business day is considered the deadline for submission.

The following is the acceptable accuracy range:

- 93% or less is below acceptable accuracy standards
- 94% - 96% is within acceptable accuracy standards
- 97% or higher is exceeding acceptable accuracy standards

Source: Supervisor's PDO Daily Performance Log

Frequency: Monitored daily by the supervisor through review and submission of the PDO Checklist emailed to the PDO Group List. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water's system is operating and performing to the standards documented in the Production System Operation Plan.

Audit Preparation: Prepare and submit upon request the PDO Supervisor Log.

Strategic Plan: Goal 1 – Provide a safe, abundant, and reliable water supply.

FLEET COMPLIANCE

Measure 7: Quarterly California Highway Patrol (CHP)/Basic Inspection of Terminal (BIT) Completed

Target: Compare planned CHP/BIT schedule for required fleet to actual results. This should be completed at 100% for all vehicles that meet the requirements for the CHP/BIT for the previous calendar year. The Water Operations Coordinator is responsible for planning, completing, recording, and filing the CHP/BIT results every quarter. For each quarter, the auditor will review the following for every required vehicle:

- a. The CHP/BIT form is completed for each inspection item
- b. Identified repairs are completed within 3 months and confirmed by a work order.

- c. The CHP/BIT form signed off by a professional fleet mechanic

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored quarterly by the Department Manager and Water Operations Coordinator through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California Highway Patrol pursuant to Section 34501 or 35501.12 of the Californian Vehicle Code (CVC)

Audit Preparation: CHP/BIT paperwork organized in a file drawer with easy access upon request. Submit a list of vehicles by VIN that are subject to the regulation for the audit year. Organize inspection results in a one file folder for the preceding calendar year.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.
Goal 6 – Provide outstanding customer service.

Measure 8: Annual SMOG Testing Completed

Target: Compare planned SMOG Testing schedule for required fleet to actual results. This should be completed at 100% for all vehicles that meet the requirements for the previous calendar year. The Water Operations Coordinator is responsible for planning, completing, recording, and filing the SMOG Testing results each calendar year. The auditor will review the following for every required gas powered vehicle:

- a. The Vehicle Inspection Report is completed for each vehicle by a certified testing location
- b. The form signed off by a certified professional SMOG technician

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored annually by the Department Manager and Water Operations Coordinator through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California emissions codes

Audit Preparation: SMOG paperwork organized in a file drawer with easy access upon request. Submit a list of vehicles by VIN that are subject to the regulation for the audit year. Organize inspection results in a one file folder for the preceding calendar year.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.
Goal 6 – Provide outstanding customer service.

Measure 9: Annual Opacity Testing Completed

Target: Compare planned Opacity Testing schedule for required fleet to actual results. This should be completed at 100% for all vehicles that meet the requirements for the previous calendar year. The Water Operations Coordinator is responsible for planning, completing, recording, and filing the Opacity Testing results each calendar year. The auditor will review the following for every required diesel powered vehicle:

- c. The Vehicle Inspection Report is completed for each vehicle by a certified testing professional
- d. The form signed off by a certified professional Opacity technician

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored annually by the Department Manager and Water Operations Coordinator through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance with California Air Resources Board emissions codes

Audit Preparation: Opacity paperwork organized in a file drawer with easy access upon request. Submit a list of vehicles that are subject to the regulation for the audit year. Organize inspection results in a one file folder for the preceding calendar year.

Strategic Plan: Goal 2 – Practice perpetual infrastructure renewal and improvement.
Goal 6 – Provide outstanding customer service.

REVIEW OF COMPLIANCE DOCUMENTATION

Measure 10: Review of Regulatory Compliance Reports.

Target: Mesa Water will identify in the Regulatory Compliance Log those reports that have set, regulated compliance dates. The Regulatory Compliance Report Log will denote due dates and intervals (monthly, quarterly, annual) regarding the submission

requirements. The auditor will randomly select and confirm seven reports that have been completed and submitted to appropriate regulatory agencies. This measure is verified by the accompanied sent emails to the appropriate regulatory agency. If the due date falls on a weekend or holiday, the next business day is considered the deadline for submission.

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standard

Source: Manual Files

Frequency: Monitored by the Department Manager and Water Quality Supervisor through quarterly review. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the compliance various federal, state, and county regulatory agencies depending on the report selected.

Audit Preparation: Submit compliance documentation log upon request. Auditor to select seven (7) random compliance reports for the audit. Provide written/electronic confirmation of report submission for the three reports.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACTION PLAN COMPLIANCE

Measure 11: Review of all action plans associated with any Root Cause Analysis conducted during the audit year. Confirm that an action plan exists and that progress is being made towards completion.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide any Root Cause Analysis Action Plan that was conducted during the audit year to the auditor. The Root Cause Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Root Cause Analysis Action Plan(s) for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon root cause analysis recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Root Cause Analysis Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 12: Review of all action plans associated with the Annual Water Operations Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 13: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Engineering

VERIFY ACCURATE REPORTING OF WORK

Measure 1: Work Reporting Accuracy

Target: This measure is verified by the percent of accurate work reporting entry into the Computerized Maintenance Management System. A random sample of work reporting forms are selected by the auditor. The auditor will then compare the data on the work reporting form to the data entered in the Computerized Maintenance Management System. Points of focus includes as applicable: Activity Number, Project Number, Employee Name, Labor Hours, Equipment Hours, Parts/Materials, and Work Quantity.

Deviations between what was reported and what was entered into the system will be noted and the accuracy percent will be determined.

Work Reporting Accuracy = Total Data Entry Points/Accurate Data Entry Points

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the accuracy of the information entered into the Computerized Maintenance Management System. The various reports generated from the system are used to make management decisions including work planning, work scheduling, activity performance (productivity), activity costing, work loading, monthly activity monitoring, labor/equipment/parts utilization, and various analysis reports. The management decisions are impactful to the organization and require data entry to meet or exceed acceptable accuracy standards.

Audit Preparation: Work reporting forms for the fiscal year organized, prepared and presented to the auditor upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling, Data Entry, & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule, entry of performance data, and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where performance data input is completed. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 35 successful submissions and events out of 38 possible, the success rate would be 92%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two-week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ENGINEERING PROJECTS

Measure 3: Project Hours

Target: Percent of labor hours directly associated with Capital and Expense Projects compared to available hours less leave. The available hours are established at 2,080 for each Mesa Water engineer. The leave hours associated with the audit year are determined for each Mesa Water engineer through activity code OH-01 Leave and generated out of the Computerized Maintenance Management System. The project hours associated with the audit year are determined for each Mesa Water® engineer through a project hour report generated out of the Computerized Maintenance Management System. The calculation is applied as follows:

Project Application Rate = Actual Booked Hours/Available Hours – Leave Hours

The following is the acceptable accuracy range:

- 69% or less is below acceptable standards
- 70% - 79% is within the acceptable standards
- 80% or higher is exceeding acceptable standards

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the application of staff time booked to Capital and Expense Projects compared to staff availability.

Audit Preparation: No preparation needed. Information provided by the Computerized Maintenance Management System.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 4: Construction Inspections

Target: Percent of construction inspections performed within three business days.

A sample of Customer Project files are randomly selected by the auditor for review. Inspection dates are scheduled and documented throughout the various phases of the project and signed off by the Construction Inspector as complete. Each scheduled inspection for the selected Customer Projects counts as one inspection. The total number of inspections can vary for each Customer Project due to the maturity of the project and status of each phase. This could result in one particular Customer Project incurring six inspections and another Customer project incurring two inspections.

The amount of inspections for the selected Customer Projects are summed providing a total count for the sample. The scheduled inspection dates are documented by the auditor and compared to the actual inspection dates, which are recorded in the Computerized Maintenance Management System. The variance between the scheduled and actual inspection dates are recorded by the auditor and dates that exceed three business days are noted.

Construction Inspections = Inspections Performed within 3 Days/Total Inspections

The following is the acceptable accuracy range:

- 89% or less is below acceptable standards
- 90% - 94% is within the acceptable standards
- 95% or higher is exceeding acceptable standards

Source: Customer Project Files and Computerized Maintenance Management System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the level of customer service provided by Mesa Water inspection services to our customers.

Audit Preparation: Customer project files organized in a file drawer with easy access upon request. Inspection request and completion dates provided in CMMS.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 5: Contract Management

Target: Cost of construction contract change orders in Capital Program projects to less than 5% of the total annual value of construction awarded.

Financial Services will provide the auditor a report of all open projects with change orders. The auditor will determine the total dollar value of the change orders and the total dollar value of the construction contracts.

Contract Management = Total Dollar Value of Change Orders/Total Dollar Value of Construction Contracts

The following is the acceptable accuracy range:

- 10% or greater is below acceptable standards
- 9% - 6% is within the acceptable standards
- 5% or less is exceeding acceptable standards

Source: Financial System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of contract management.

Audit Preparation: No preparation needed. Information provided by Financial System.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 6: Efficiency of Plan Check

Target: Percent of plans reviewed within 15 business days

Target: Number of days from submittal to returning comments divided by the number of drawings reviewed

A sample of Customer Projects files are randomly selected by the auditor for review. The Project Status Form (within each project file) documents the start and end of the plan check process. There are occasions where multiple plan checks are performed on one Customer Project. All plan checks will be noted and counted.

The number of plan checks for each Customer Project selected are summed providing a total count for the sample. The plan check start and end dates will be reviewed and determined to either be within or exceeding the established target. The projects where the plan check end date exceeds the target will be noted.

The number of drawing submittals for each selected Customer Project will be determined. The drawing submittal date and the review completion date will be noted. The total number of days will be divided by the number of drawings.

$$\text{Construction Inspections} = \text{Plan Checks within the Target Range} / \text{Total Plan Checks}$$

Average number of business days per drawing = number of business days from submittal of drawing to returning comments divided by the number of drawings reviewed.

The following is the acceptable accuracy range:

- 89% or less is below acceptable standards
 - 90% – 94% is within the acceptable standards
 - 95% or higher is exceeding acceptable standards
-
- 10 business days/drawing or higher are below acceptable standards
 - 5.0 – 9.9 business days/drawing is within the acceptable standards
 - 0 – 4.9 business days/drawing or less are exceeding acceptable standards

Source: Project Files - Project Status Form

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the level of customer service provided by Mesa Water plan check services to our customers.

Audit Preparation: Customer project files organized in a file drawer with easy access upon request. Project Status Form available in customer project file.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 7: Efficiency of Contract Award for Construction or Professional Services

Target: Average number of business days from Committee/Board approval to securing contract signature

The auditor will request a list of construction or professional service contracts for the audit year. The auditor will request select contracts from the list for review. The auditor will then request the Board approval date documentation (as necessary) from Records Management for each contract. The auditor will document the contract signature date for each contract. An analysis will be performed by the auditor that will determine the number of days between the Board approval date and the signature date.

Efficiency of Contract Award = Contract Signature Date – Board Approval Date

The following is the acceptable accuracy range:

- 46 days or greater is below acceptable standards
- 45 to 31 days is within the acceptable standards
- 30 days or less is exceeding acceptable standards

Source: Records request for contract documents.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of the contract approval/award process.

Audit Preparation: No preparation needed. Information provided by Records Management.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 8: Project Management (projects less than \$400,000)

Target: Labor/Construction Management Cost as a percent of the total contract cost

Financial Services will provide the auditor a report of all closed projects from the audit year. The auditor will randomly select a number of projects (total cost of less than \$400,000) from the list and will document the actual total cost for all selected projects. From the report, the auditor will also document the actual total cost for labor and construction management for all selected projects.

Project Management = Labor Direct + Labor Overhead + Construction Management/Construction + Design

The following is the acceptable accuracy range:

- 30% or greater is below acceptable standards
- 29% - 16% is within the acceptable standards
- 15% or less is exceeding acceptable standards

Source: Financial System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project management.

Audit Preparation: No preparation needed. Information provided by Financial System.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 9: Project Management (projects greater than \$400,000)

Target: Labor/Construction Management Cost as a percent of the total contract cost

Financial Services will provide the auditor a report of all closed projects from the audit year. The auditor will randomly select a number of projects (total cost greater than \$400,000) from the list and will document the actual total cost for all selected projects. From the report, the auditor will also document the actual total cost for labor and construction management for all selected projects.

Project Management = Labor Direct + Labor Overhead + Construction Management/Construction + Design

The following is the acceptable accuracy range:

- 20% or greater is below acceptable standards
- 19% - 11% is within the acceptable standards
- 10% or less is exceeding acceptable standards

Source: Financial System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project management

Audit Preparation: No preparation needed. Information provided by Financial System.

Strategic Plan: Goal 3 – Be financially responsible and transparent

Measure 10: Close completed projects in a timely manner

Target: Number of calendar days that projects are accepted by Engineering as complete and closed in the financial system.

Financial Services will provide the auditor a list of all closed Customer and Mesa Water projects from the audit year. The auditor will randomly select a number of projects from the list. The auditor will document the Project Acceptance Date and the Project Close Date. An analysis will be performed by the auditor that will determine the number of calendar days between the Project Acceptance Date and the Project Close Date.

Engineering will submit to Financial Services the approved project closing paperwork quarterly. Financial Services and Engineering will work together to close the accepted projects and approve refunds (if any) within 90 days.

The computation is based on when the project is accepted by Engineering and documented on the first day of the next quarter after a project is complete (such as for a 3/13/24 project, the documentation by Engineering should be by April 1, 2023) as complete. This date is then compared, and a difference in calendar days is computed to when the project is closed in the financial system.

The process for the auditor to affirm should include signoff on the form for the project with both locations for Engineering to sign and date when the project is affirmed to be completed by Engineering staff and Finance to sign and date when the project is closed in the financial system. An analysis will be performed by the auditor that will determine the number of days between the Project Acceptance Date and the Project Closed Date.

Project Closing Efficiency = Project Acceptance Date – Project Close Date

The following is the acceptable accuracy range:

- 120 days or greater is below acceptable standards
- 119 - 90 days is within the acceptable standards
- 89 days or less is exceeding acceptable standards

Source: Project Files – Project Sign Off Form

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project acceptance process which drives the project close out process.

Audit Preparation: Financial Services to provide closed project list for the audit year. Mesa Water & Customer project files organized in a file drawer with easy access upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.
Goal 6 – Provide outstanding customer service.

ACTION PLAN COMPLIANCE

Measure 11: Review of all action plans associated with the Annual Engineering Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 12: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Customer Services

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Customer Inquiries - Office (number of customers served per day)
- b. Customer Payment Processing (number of payment batches processed per day)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The measure for each activity is “average daily production” which is a standard output measure that is based on the average number of units produced in a 9-hour day of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = below range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = above range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CUSTOMER SATISFACTION

Measure 3: Overall result of the Annual Elite Customer Service Audit

Target: Overall Key Performance Indicator Score

The following is the acceptable accuracy range:

- 71% or less is below acceptable standards
- 72% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Elite Customer Service Audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is providing outstanding customer service.

Audit Preparation: Mesa Water's Business Administrator to provide the Elite Customer Service Audit for the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

ACTION PLAN COMPLIANCE

Measure 4: Review of all action plans associated with the Annual Customer Service Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 5: Review of the overall score from the previous Elite Customer Service Audit.

Target: Measure percent change of the overall Elite Customer Service Audit score compared to the previous audit year.

The Business Administrator will provide the auditor the Elite Customer Service Audit from the previous year. After the review of the current year's Elite Customer Service Audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Elite Customer Service Audit Score = $\frac{\text{Percent of Current Year's Score} - \text{Percent of Previous Year's Score}}{\text{Percent of Previous Year's Score}}$

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's Elite Customer Service Audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Elite Customer Service Audit for the previous year.

Strategic Plan: Goal 6 – To provide outstanding customer service.

Measure 6: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Current Year's Score – Percent of Previous Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Financial Services

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Purchase Order/Change Order Processing (time per PO/CO produced)
- b. Payroll Process (time per payroll produced)
- c. Project Accounting - District (time per district capital project closed)
- d. Monthly Close (time per close)
- e. Accounts Payable (time per check produced)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is “hours per unit” which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = above range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = below range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Controller through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule, entry of performance data, and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule, data entry date, and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

VERIFICATION OF NEW ACCOUNTS

Measure 3: Verification of New Accounts

Target: Verify documentation and approval of new accounts. Identify accounts within the Chart of Accounts that were established during the audit year with corresponding documentation for the previous audit year. This includes all new accounts and sub/repurposed accounts.

This measure is verified by the percentage of approved documentation for each new account that was added to the chart of accounts. For example, if 5 accounts were added to the chart of accounts compared to the previous year, there must be corresponding 5 Change of Accounts forms approved by the General Manager.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 99% is within the acceptable accuracy standards
- 100% is exceeding acceptable accuracy standards

Source: Change of Account Log book and signed request form. Previous and List of Chart of Accounts for the audit year and previous audit year from the Financial System.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water's Chart of Accounts are effectively managed to a size that meets its business needs.

Audit Preparation: List of chart of accounts from the financial system for the audit year and previous audit year. Change of accounts log book with GM approval form for each change prepared for request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ENGINEERING PROJECTS

Measure 4: Close completed projects in a timely manner

Target: Number of calendar days that projects are accepted by Engineering as complete and closed in the financial system.

Financial Services will provide the auditor a list of all closed Customer and Mesa Water projects from the audit year. The auditor will randomly select a number of projects from the list. The auditor will document the Project Acceptance Date and the Project Close Date. An analysis will be performed by the auditor that will determine the number of calendar days between the Project Acceptance Date and the Project Close Date.

Engineering will submit to Financial Services the approved project closing paperwork quarterly. Financial Services and Engineering will work together to close the accepted projects and approve refunds (if any) within 90 days.

The computation is based on when the project is accepted by Engineering and documented on the first day of the next quarter after a project is complete (such as for a 3/13/24 project, the documentation by Engineering should be by April 1, 2023) as complete. This date is then compared, and a difference in calendar days is computed to when the project is closed in the financial system.

The process for the auditor to affirm should include signoff on the form for the project with both locations for Engineering to sign and date when the project is affirmed to be completed by Engineering staff and Finance to sign and date when the project is closed in the financial system. An analysis will be performed by the auditor that will determine the number of days between the Project Acceptance Date and the Project Closed Date.

Project Closing Efficiency = Project Acceptance Date – Project Close Date

The following is the acceptable accuracy range:

- 120 days or greater is below acceptable standards
- 119 - 90 days is within the acceptable standards
- 89 days or less is exceeding acceptable standards

Source: Project Files – Project Sign Off Form

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the efficiency of project acceptance process which drives the project close out process.

Audit Preparation: Financial Services to provide closed project list for the audit year. Mesa Water & Customer project files organized in a file drawer with easy access upon request.

Strategic Plan: Goal 3 – Be financially responsible and transparent.
Goal 6 – Provide outstanding customer service.

MONTHLY CLOSE

Measure 5: Monthly Close Documentation

Target: Verify the monthly close checklist for Project Accounting and Expense Accounts

This measured is verified by the percentage of approved documentation for each monthly close. There are 12 monthly close operations performed each year. Financial Services will document the closing of the capital projects and expense accounts each month through a detailed checklist. This checklist will be signed off by the CFO and Controller. In addition, monthly financial statements (projects and expense) will be produced for and delivered to the departments by the 15 business days of every month.

The following is the acceptable accuracy range:

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: Signed monthly close checklist (capital projects/expense accounts) and corresponding department financial statements for each month of the audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure accurate and timely statements to support fiscal monitoring and decision making. The financial statements represent Mesa Water's true financial position to inform the Board of Directors, managers, lenders, and the public.

Audit Preparation: Monthly close packet that includes a checklist and financial statements.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACTION PLAN COMPLIANCE

Measure 6: Review of all action plans associated with the Annual Financial Services Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent

CONTINUOUS IMPROVEMENT

Measure 7: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding

acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Public Affairs

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Welcome Program (time per Welcome Bag produced)
- b. Mesa Water Notify (time per Notification produced)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is "hours per unit" which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = above range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = below range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Controller through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

PUBLIC AWARENESS

Measure 3: Mesa Water Brand Identity

Target: Percent of respondents who correctly identify Mesa Water as their water provider. This measure represents unaided awareness.

The following is the acceptable standard range:

- 60% or less is below acceptable standards
- 61% to 70% is within the acceptable standards
- 71% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's brand identity with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water

Measure 4: Mesa Water Brand Recognition

Target: Percent of respondents who have an overall awareness of Mesa Water. This measure represents unaided awareness plus aided awareness.

The following is the acceptable standard range:

- 69% or less is below acceptable standards

- 70% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's awareness with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water®

Measure 5: Mesa Water Knowledge of Water Origin

Target: Percent of respondents who correctly know the origin of water (produced locally) that Mesa Water produces and delivers.

The following is the acceptable standard range:

- 49% or less is below acceptable standards
- 50% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's awareness with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water

COMMUNICATION

Measure 6: Communication Efforts

Target: Percent of respondents who are very satisfied with Mesa Water's efforts to communicate with customers

The following is the acceptable standard range:

- 42% or less is below acceptable standards
- 43% to 53% is within the acceptable standards
- 54% or higher is exceeding acceptable standards

Source: Annual Customer Opinion Survey

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water's communication efforts with its customers

Audit Preparation: Mesa Water's Business Administrator to provide the Annual Customer Opinion Survey for the audit year.

Strategic Plan: Goal 6 – Provide excellent customer service.

SOCIAL MEDIA GROWTH

Measure 7: Increase the social media reach and engagement from the previous fiscal year.

Target: Percent increase from previous fiscal year.

The Department will provide the fiscal year end **social media** report to the auditor. The social media report will contain the following

g information regarding the reach and engagement numbers:

- Previous fiscal year's reach and engagement count
- Current fiscal year's reach and engagement count

Percent Increase from previous fiscal year = (Current fiscal year's reach and engagement count – Previous fiscal year's reach and engagement count)/Previous fiscal year's reach and engagement count

The following is the acceptable accuracy range:

- 9% or less is below acceptable standards
- 10% to 19% is within the acceptable standards
- 20% or higher is exceeding acceptable standards

Source: Social Media Report.

Frequency: Monitored monthly by the Department Manager through the social media report. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To increase Mesa Water's communication capabilities, presence and engagement in the local community.

Audit Preparation: Prepare and deliver the fiscal year end social media report.

Strategic Plan: Goal 4 – Increase favorable opinion of Mesa Water and Goal 6 – Provide excellent customer service.

ACTION PLAN COMPLIANCE

Measure 8: Review of all action plans associated with the Annual Public Affairs Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water® is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent

CONTINUOUS IMPROVEMENT

Measure 9: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Administrative Services

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Board Meeting Process (time per Board Meeting Packet Produced and meeting held)
- b. Committee Meeting Process (time per Committee Meeting Packet Produced and meeting held)
- c. Public Records Act Request (time per public request processed)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is "hours per unit" which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = above range (lower productivity)
- 2 points = within the range (expected productivity)
- 3 points = below range (higher productivity)

The production range for each activity is determined during the Annual Work Plan

Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager through the work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

TRANSPARENCY

Measure 3: Board and Committee Meeting Minutes

Target: Publish Board-approved Minutes within 60 days of each Board and Committee Meeting. This target is an internal standard.

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Website report denoting the day/time of the publishing

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to transparency and outstanding customer service to our ratepayers.

Audit Preparation: Administrative Services to provide confirmation of postings via website services.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 4: Website Transparency

Target: Verify and affirm that select items are posted on the Mesa Water website and are current. This includes:

- a. Budget for the audit fiscal year
- b. CAFR for previous audit year ending June 30
- c. Rates & Fee's for the current year
- d. Board Member Compensation Ordinance reflecting rates as approved by the Board of Directors and confirmed by a Board Memo from staff. The Board Memo will document the current compensation rates under the "Prior Board Action/Discussion" section. The Board of Directors reviews Board Compensation annually and approves any action by April. Staff will submit to the auditors the Board memo that reflects the website posted Board Member Compensation Ordinance

The auditor will visually verify and affirm the items listed above on Mesa Water's website.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: Mesa Water's website

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to transparency.

Audit Preparation: None

Strategic Plan: Goal 3 – Be financially responsible and transparent.

DEPARTMENT COMPLIANCE

Measure 5: Board and Committee Packets

Target: Post to website all Board and Committee Packets within 72 hours of regular/adjoined meeting or 24 hours for a special meeting.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: Website report denoting the day/time of the publishing

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure compliance with the Brown Act related to adequate public notice for open meetings.

Audit Preparation: Administrative Services to provide confirmation of postings via website services

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Measure 6: Public Records Act Compliance

Target: Provide initial response to all requests made under the California Public Records Act within 10 calendar days of the date of receipt of a request

If a request is received after business hours or on a weekend or holiday, the next business day may be considered the date of receipt. If the tenth day falls on a weekend or holiday, the next business day is considered the deadline for responding to the request.

In unusual circumstances, the time limit to initially respond to the request may be extended by written notice for an additional 14 days.

- 99% or less is below acceptable accuracy standards
- 100% is the acceptable accuracy standards

Source: A completed Mesa Water Public Records Request form for each public records request.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure compliance with the 10-day response deadline as required in California's Public Records Request Act.

Audit Preparation: Administrative Services will provide a copy for each of the completed Public Records Request forms for the audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

ACTION PLAN COMPLIANCE

Measure 7: Review of all action plans associated with the Annual Administration Services Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 8: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

Human Resources

WORK PERFORMANCE

Measure 1: Results from the Key Performance Indicators for the Fiscal Year

Target: This measure varies based on activity

- a. Recruitment & Selection (hours per completed recruitment event)
- b. New Hire Administration (hours per new hire)
- c. Performance Evaluations (hours per completed performance evaluation)

The activities listed above are measured utilizing a 3-point system and assigning points based upon performance. The output for each activity is “hours per unit” which is a standard output measure for administrative type of efforts that is based on the average time that it takes to produce one unit of work. A production range is established for each activity and points are awarded based on the following criteria:

- 1 point = below range (lower productivity)
- 2 points = within range (expected productivity)
- 3 points = above range (higher productivity)

The production range for each activity is determined during the Annual Work Plan Update each year. This update process begins in March and is a collaborative effort with the Department Manager, Supervisors, and staff.

Source: Computerized Maintenance Management System

Frequency: Monitored monthly by the Department Manager and Supervisors through work status meetings. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To evaluate how well our key services are performed and holds management accountable to our annual goals. They provide management the ability to measure time (through ADP and Hours per Unit) in order to manage all aspects of the operation.

Audit Preparation: No preparation needed. Information from Work Status Reports from CMMS.

MANAGEMENT PROCESS

Measure 2: Two-Week Scheduling & Monthly Work Status Meetings

Target: Percent of successfully completed and on-time submittal of the two-week work schedule and holding the monthly work status meeting. There are 26-28 occurrences (depending on the year) where the two-week schedule needs to be completed/submitted and 12 occurrences where the monthly work status meeting needs to be conducted with staff. There are a total of 38 to 40 opportunities for the year.

The Business Administrator develops and submits to the Department Managers by June 15 the monthly schedule with the expected date of completion for these events. The Business Administrator tracks the completion of the two-week schedule adherence by checking the electronic file location and ensuring the schedule has been developed by the designated time frame. The Business Administrator runs the labor report out of the Computerized Maintenance Management System at the end of the scheduled data entry due date to ensure all labor hours for each employee have been entered. The Business Administrator tracks the completion of the monthly status meeting through the electronic documentation in the same file location of the Meeting Agenda and Monthly Status Report.

This measure is verified by the percentage of successful on-time submission of the two-week schedule and successful on time event for the monthly status meeting with department staff. For example, if there were 47 successful submissions and events out of 50 possible, the success rate would be 94%.

The following is the acceptable accuracy range:

- 89% or less is below acceptable accuracy standards
- 90% - 94% is within the acceptable accuracy standards
- 95% or higher is exceeding acceptable accuracy standards

Source: Monthly Management Process Schedule

Frequency: Monitored monthly by the Business Administrator and submitted to the Department Managers. Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to two-week scheduling (planning work in advance in short two week sprints) and monitoring work performance monthly (time, productivity, and costs for delivering our services to the ratepayers) are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: No preparation needed. Information from the Monthly Management Process Schedule.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

EMPLOYEE DEVELOPMENT

Measure 3: Professional Development Participation

Target: Percentage of Employees participating in Tuition/Education/Certification Reimbursement Programs

Percent of Employee Participation = $\frac{\text{Employees Participating}}{\text{Total Employees Eligible}}$

The following is the acceptable accuracy range:

- 9% or less is below acceptable standards
- 10% to 15% is within the acceptable standards
- 16% or higher is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge Mesa Water employee's professional development participation.

Audit Preparation: Prepare electronic files for auditor. Count of total eligible FTE's and count of FTE's participating in the professional development program.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

Measure 4: Time to Fill

Target: The amount of time that it takes to fill a vacant position.

Time to Fill = $\frac{\text{Average number of business days elapsed between requisition date and offer acceptance}}{\text{Number of Vacancies}}$

The following is the acceptable accuracy range:

- 91 days or greater is below acceptable standards
- 90 – 80 days is within the acceptable standards
- 79 days or less is exceeding acceptable standards

Source: NeoGov

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To gauge the efficiency of Mesa Water's hiring process.

Audit Preparation: Report out of NeoGov for each position hired showing the requisition date and offer acceptance date for the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

EMPLOYEE RECRUITMENT

Measure 5: Job Offer Ratio

Target: The level of job offers rejected compared to the number of job offers made.

Job Offer Ratio = Percent of offers rejected to offers made

The following is the acceptable accuracy range:

- 69% or less is below acceptable standards
- 70% to 74% is within the acceptable standards
- 75% or greater is exceeding acceptable standards

Source: NeoGov

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure the quality of the job offers and Mesa Water's recruitment process.

Audit Preparation: Report out of NeoGov for each position offered and offers rejected for the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 6: Temporary Staff Utilization

Target: The level of full time temporary employees working at Mesa Water. This metric excludes limited term employees.

Temporary Staff Utilization = Average duration of time temporary staff are employed at Mesa Water.

The following is the acceptable employment day range:

- 181 days or greater below acceptable standards
- 180 to 91 days is within the acceptable standards
- 90 days or less is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure temporary staff are used to fill short-term needs.

Audit Preparation: Prepared list of temporary staff employed showing start date, end date, department, position, staff name, and number of days employed.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

EMPLOYEE RETENTION

Measure 7: Turnover Rate

Target: Monitoring employee voluntary and involuntary movement out of the organization

Turnover Rate = (# employees leaving/employees at start + employees at end)/2)

The following is the acceptable accuracy range:

- 16% or greater is below acceptable standards
- 15% to 7% is within the acceptable standards
- 6% or less is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To measure, by percent, how many employees are leaving Mesa Water

Audit Preparation: Prepare electronic files for auditor. Total count of FTE's and count of FTE's that moved out of the organization during the audit year.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

EMPLOYEE ENGAGEMENT

Measure 8: Annual Employee Performance Evaluation

Target: All employees receive their annual review by September 30

Annual Review Rate = (number employees receiving their review on time/number of employees)

The following is the acceptable accuracy range:

- 94% or less is below acceptable standards
- 95% to 99% is within the acceptable standards
- 100% is exceeding acceptable standards

Source: Human Resource Information System

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure the excellent business processes related to annual employee reviews are part of Mesa Water's culture and embracing our perpetual agency philosophy.

Audit Preparation: Prepare electronic files for auditor. Total count of FTE's and the date that their annual performance evaluation occurred during the audit year.

Strategic Plan: Goal 6 – Provide outstanding customer service.

Measure 9: Annual Employee Engagement Survey

Target: All employees participate in the Annual Employee Survey by August 15

Overall Mesa Water score from the 12 Question Gallup Poll measuring the work environment.

The following is the acceptable accuracy range:

- Below 33rd percentile is below acceptable standards
- 33rd to 66th percentile is within the acceptable standards
- 66th percentile of higher is exceeding acceptable standards

Source: Gallup Poll Report

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To understand how engaged Mesa Water employees are at work. Provide insight into employee motivation and productivity.

Audit Preparation: Business Administrator to provide documentation from the Gallup organization depicting the overall score for Mesa Water resulting from the annual survey.

Strategic Plan: Goal 5 – Attract and retain skilled employees.

ACTION PLAN COMPLIANCE

Measure 10: Review of all action plans associated with the Annual Administration Services Performance Audit.

Target: Percent of resolved action items and confirmed by signature of Department Manager and General Manager.

The Business Administrator will provide the previous year's Performance Audit Action Plan to the auditor. The Performance Audit Action Plan will list the total number of actions and indicate whether that actions have been resolved. The auditor will determine the percentage of resolved actions.

Percent of Resolved Action Items = Resolved Action Items/Total Action Items

The following is the acceptable accuracy range:

- 79% or less is below acceptable standards
- 80% to 89% is within the acceptable standards
- 90% or higher is exceeding acceptable standards

Source: Performance Audit Action Plan for the previous audit year.

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To ensure Mesa Water is actively progressing towards recommended and agreed upon audit recommendations.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit Action Plan for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent.

CONTINUOUS IMPROVEMENT

Measure 11: Review of the overall score from the previous audit year.

Target: Measure percent change of the overall department performance score compared to the previous audit year.

The Business Administrator will provide the auditor the Performance Audit from the previous year. After the completion of the current year's audit and associated overall score, the auditor will determine the change in percent compared to the previous year and score accordingly.

Percent Change of Overall Department Score = Percent of Previous Year's Score – Percent of Current Year's Score

The following is the acceptable accuracy range:

- - 5% or lower than previous year is below acceptable standards
- - 4% or + 4% of previous year is within the acceptable standards
- 5% or higher than previous year or maintained gold status is exceeding acceptable standards

Source: Previous year's performance audit

Frequency: Audited annually based on the year-end results compared to established standards for the audit year.

Purpose: To encourage and reward departments based on the continuous improvement philosophy.

Audit Preparation: Mesa Water's Business Administrator to provide the Performance Audit for the previous audit year.

Strategic Plan: Goal 3 – Be financially responsible and transparent



No.	Performance Indicator	Definition	Source				Score
	Verify Accurate Reporting of Work						
1	Work Reporting Accuracy	Percent of accurate work reporting and entry. Points of focus includes as applicable: Activity Number, Project Number, Employee Name, Labor Hours, Equipment Hours, Parts/Materials, and Work Quantity.	CMMS	89% or Less	90% to 94%	95% or Greater	
	Management Process						
2	Two Week Scheudling, Data Entry, & Monthly Status	Percent of compliance with meeting the deadline dates for submitting the 2 week scheudle, work reporting data entry, and holding the monthly work status meeting	Electronic Files	89% or Less	90% to 94%	Greater than 95%	
	Engineering Projects						
3	Project Hours	Percent of labor hours directly associated with Capital and Expense Projects compared to avaiable hours less leave.	CMMS	69% or Less	70% to 79%	80% or Greater	
4	Construction Inspections	Percent of construction inspections performed within 3 business days of request. Documentation of inspection request and actual occurrence	Manual Files & CMMS	89% or Less	90% to 94%	95% to 100%	
5	Contract Management	Cost of construction contract change orders in Capital Program projects to less than 5% of the total value of open construction contracts	Financial System	10% or Greater	9% to 6%	5% or Less	
6	Efficiency of Plan Check	Number of business days from submittal to returning comments divided by the number of drawings reviewed.	Manual Files	10 business days or higher	5.0 - 9.9 business days	0 - 4.9 business days	
7	Efficiency of Contract Award for Construction or Professional Services	Average time from Committee/Board approval to securing contract signature	Records	46 Days or Greater	45 to 31 Days	30 Days or Less	
8	Project Management	Projects less than \$400,000: Labor/Construction Management Cost as a percent of the total contract cost	Financial System	30% or Greater	29% to 16%	15% or Less	
9	Project Management	Projects greater than \$400,000: Labor/Construction Management Cost as a percent of the total contract cost	Financial System	20% or Greater	19% to 11%	10% or Less	
10	Close completed projects in a timely manner	Number of calendar days that projects are accepted by Engineering and closed in the financial system.	Project Sign Off Form	120 Days or Greater	119 to 90 Days	89 Days or Less	
	Action Plan Compliance						
11	Review of all action plans associated with the Annual Engineering Performance Audit. Confirm that an action plan exists and that progress is being made towards completion.	Percent of resolved actions for all plans and confirmed by signature of Department Manager and General Manager.	Electronic Files	79% or Less	80% to 89%	90% or Greater	
	Continuous Improvement						
12	Review of the overall score from the previous audit year.	Measure percent change of overall department performance score compared to the previous audit year.	Previous year's Performance Audit	-5% or Lower	-4% to +4%	5% and Greater OR Maintained Gold Status	
Overall Performance Scale				59% or Less	60%-89%	90%-100%	
Overall Performance Score							



Performance Audit

Engineering

Weighting Criteria

No.	Performance Indicator	Definition	Weighting
	Verify Accurate Reporting of Work		
1	Work Reporting Accuracy	Percent of accurate work reporting and entry. Points of focus includes as applicable: Activity Number, Project Number, Employee Name, Labor Hours, Equipment Hours, Parts/Materials, and Work Quantity.	2
	Management Process		
2	Two Week Scheudling, Data Entry, & Monthly Status	Percent of compliance with meeting the deadline dates for submitting the 2 week scheudle, work reporting data entry, and holding the monthly work status meeting	2
	Engineering Projects		
3	Project Hours	Percent of labor hours directly associated with Capital and Expense Projects compared to avaiable hours less leave.	3
4	Construction Inspections	Percent of construction inspections performed within 3 business days of request. Documentation of inspection request and actual occurrence	2
5	Contract Management	Cost of construction contract change orders in Capital Program projects to less than 5% of the total value of open construction contracts	2
6	Efficiency of Plan Check	Number of business days from submittal to returning comments divided by the number of drawings reviewed.	3
7	Efficiency of Contract Award for Construction or Professional Services	Average time from Committee/Board approval to securing contract signature	2
8	Project Management	Projects less than \$400,000: Labor/Construction Management Cost as a percent of the total contract cost	2
9	Project Management	Projects greater than \$400,000: Labor/Construction Management Cost as a percent of the total contract cost	2
10	Close completed projects in a timely manner	Number of calendar days that projects are accepted by Engineering and closed in the financial system.	2
	Action Plan Compliance		
11	Review of all action plans associated with the Annual Engineering Performance Audit. Confirm that an action plan exists and that progress is being made towards completion.	Percent of resolved actions for all plans and confirmed by signature of Department Manager and General Manager.	2
	Continuous Improvement		
12	Review of the overall score from the previous audit year.	Measure percent change of overall department performance score compared to the previous audit year.	2

Weighting Definition - Business & Performance Impact

1	Important	Considerable effect on success
2	Significant	Great significance on success
3	Impactful	Major impact on success



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Kirk Harper, Interim Chief Financial Officer
DATE: May 28, 2025
SUBJECT: Statement of Investment Policy

RECOMMENDATION

Adopt Resolution No. 1603 Delegating Authority Relative to Investment or Reinvestment of Specified Funds, and Adopting a Revised Statement of Investment Policy, Superseding Resolution No. 1596.

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 adopted 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.

At its May 22, 2024 meeting, the Board adopted Resolution No. 1596 Delegating Authority Relative to Investment or Reinvestment of Special Funds, and Adopting a Revised Statement of Investment



Policy, Superseding Resolution No. 1575; and approved administrative changes to the resolution to reflect additional language to better define eligible securities.

DISCUSSION

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. 1596, which requires that the Statement of Investment Policy be reviewed on an annual basis. The resolution was last reviewed on May 22, 2024.

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 8.17c – added additional language to ensure full compliance with the statutes established framework
- Formatting and grammatical updates

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Resolution No. 1603

Attachment B: Resolution No. 1596, Redline

RESOLUTION NO. 1603

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. 1596

WHEREAS, the Mesa Water District (Mesa Water® or District) 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 53600, *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. 1596, 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 28, 2025, and every fiscal year hereafter unless changed or modified by further action of this Board.

Section 3. That Resolution No. 1596 of Mesa Water is superseded effective May 28, 2025.

ADOPTED, SIGNED, and APPROVED this 28th day of May by a roll call vote.

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

Marice H. DePasquale
President, Board of Directors

Denise Khalifa
District Secretary

RESOLUTION NO. 1603

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. 1596

Statement of Investment Policy
FY2025

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 SIP applies to all financial assets of Mesa Water except the California Public Employees Retirement System (CalPERS) (which has its own separate investment policy), Public Agencies Post-Employment Benefits Trust (which is administered pursuant to 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) or from a brokerage firm designated as a primary government dealer by the Federal Reserve bank.

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, or equivalent securities, 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 evidence 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 may be invested per this section. However, no more than 30 percent (30%) of Mesa Water's Investment Portfolio 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. The Purchases of commercial paper may not exceed 25 percent (25%) 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 (30%) of Mesa Water's

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 (102%) 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 (10%) of its total Investment Portfolio 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 NRSRO 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 (20%) 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 (30%) 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 (50%) 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) The selected depository institution shall request that the local agency inform it of depository institutions at which the local agency has other deposits, and the selected depository institution shall provide that information to the private sector entity.

(d) 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.

(e) 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.

(f) The selected depository institution shall serve as a custodian for each such deposit.

(g) 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).

(h) 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.

(i) The deposits placed pursuant to this section and CGC Section 53635.8 shall not, in total, exceed 50 percent (50%) 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 as authorized and collateralized in accordance with CGC requirements, may be purchased through banks or savings and loan associations. The maximum maturity date for any such investment(s) shall not exceed five (5) 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 (20%) 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 and utilized 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 Investment Portfolio in any of 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 (50%) 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 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 SIP shall be reviewed on an annual basis by the Treasurer/CFO and approved annually by the Board.

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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.

BOARD – The Board of Directors of Mesa Water District.

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 CDs are typically negotiable.

CFO or CFO TREASURER – Means the appointed and acting Treasurer/Chief Financial Officer (CFO) of Mesa Water, or the CFO's appointed designee.

CGC – Means the California Government Code as it may be amended from time to time.

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 at 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.

INVESTMENT PORTFOLIO – All Mesa Water funds invested, or to be invested, pursuant to the terms and limitations of this Statement of Policy (SIP).

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.

SIP – The Mesa Water District Statement of Investment Policy as such may be amended from time to time.

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

STATE – Means the State of California.

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.

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RESOLUTION NO. 1603

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. 1596**

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

Statement of Investment Policy
FY 2025

**SUMMARY OF INVESTMENTS AUTHORIZED UNDER CALIFORNIA
GOVERNMENT CODE SECTIONS 53601, 53684, 16429.1
MESA WATER DISTRICT FY 2025 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	5 Years	None	None
53601(g)	Bankers' Acceptances	180 Days	40%/30% ⁽¹⁾	None	180 Days	40%/30% ⁽¹⁾	None
53601(h)	Commercial Paper	270 Days	25% or 10% ⁽²⁾	A1/P1/F1	270 Days	25% or 10% ⁽²⁾	A1/P1/F1
53601(i)	Negotiable Certificates of Deposit ⁽⁸⁾	5 Years	⁽²⁾	None	5 Years	30% ⁽⁷⁾	None
53601(j)	Repurchase Agreements	1 Year	30% ⁽⁷⁾	None	1 Year	None	None
53601(j)	Reverse Repurchase Agreements	92 Days	None	Various ⁽³⁾	92 Days	20% of base	Various ⁽³⁾
53601(k)	Medium-Term Notes	5 Years	20% of base	A	5 Years	30%/10% ⁽⁹⁾	A
53601(l)	Mutual Funds	N/A	30%/10% ⁽⁹⁾	Various ⁽⁵⁾	N/A	20%/10% ⁽⁴⁾	Various ⁽⁵⁾
53601(l)	Money Market Mutual Funds	N/A	20%/10% ⁽⁴⁾	Various ⁽⁵⁾	N/A	20%/10% ⁽⁴⁾	Various ⁽⁵⁾
53601(m)	Trust Indenture or Other Contract	Per Contract	20%/10% ⁽⁴⁾	Per Contract	Per Contract	Per Contract	Per Contract
53601(n)	Collateralized Bank Deposits ⁽⁸⁾	5 Years	Per Contract	None	5 Years	None	None
53601 (o)	Mortgage Pass-Through Securities	5 Years	None	AA	5 Years	20%	AA
53601 (p)	Shares of beneficial interest in JPA's	N/A	20%	None	N/A	None	None
53601.8	Certificates of Deposits (CDAR's) ⁽⁸⁾	5 Years	None	None	5 Years	50% ⁽¹⁰⁾	None
16429.1	Local Agency Investment Fund (LAIF)	N/A	50% ⁽¹⁰⁾	None	N/A	None ⁽⁶⁾	None
53684	County Pooled Investment Funds	N/A	None	None	N/A	None	None
	Time Deposits ⁽⁸⁾	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. ~~1596~~1603

**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~~1596**

WHEREAS, the Mesa Water District (Mesa Water® ~~or District~~) 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 53600~~1~~, *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~~1596, 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~~May 28, 2025, and every fiscal year hereafter unless changed or modified by further action of this Board.

DRAFT

Section 3. That Resolution No. ~~1575-1596~~ of Mesa Water is superseded effective ~~May 22, 2024~~ May 28, 2025.

ADOPTED, SIGNED, and APPROVED this ~~22nd~~ 28th day of ~~May 2024~~ May by a roll call vote.

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

~~Shawn Dewane~~ Marice H. DePasquale
President, Board of Directors

Denise ~~Garcia~~ Khalifa
District Secretary

RESOLUTION NO. ~~1596~~1603

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~~1596

Statement of Investment Policy
FY-~~2024~~2025

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 ~~separate~~ investment policy), Public Agencies Post-Employment Benefits Trust (which is administered ~~by pursuant to~~ 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~~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) **or from a brokerage firm designated as a primary government dealer by the Federal Reserve bank.**

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, **or equivalent securities**, 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~~evidence 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 ~~may be invested per this section. However, -and-~~no more than 30 percent (30%) of ~~the agency's Mesa Water's money~~Investment Portfolio; 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. ~~The~~ Purchases of commercial paper may not exceed 25 percent (25%) 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 (30%) of ~~the~~ Mesa Water's 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 (102%) 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 (10%) of its total investment assets Portfolio 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 NRSRO 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 (20%) 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 (30%) 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 (50%) 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) The selected depository institution shall request that the local agency inform it of depository institutions at which the local agency has other deposits, and the selected depository institution shall provide that information to the private sector entity.

(de) 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.

(de) 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.

(fe) The selected depository institution shall serve as a custodian for each such deposit.

(fg) 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).

(gh) 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.

(hi) The deposits placed pursuant to this section and CGC Section 53635.8 shall not, in total, exceed 50 percent (50%) 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 as authorized and collateralized in accordance with ~~the~~ CGC requirements, may be purchased through banks or savings and loan associations. The maximum maturity date for any such investment(s) shall not exceed five (5) 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 (20%) 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~~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 and utilized 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~~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 ~~Investment Portfolio~~ in ~~any of~~ the following:

- State laws ~~notwithstanding,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-interestzero-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 ~~WaterWater~~, shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a ~~third-partythird-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 (50%) 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~~ and 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-SIP~~ shall be reviewed on an annual basis by the Treasurer/CFO and approved annually by the Board ~~of Directors~~.

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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.

BOARD – The Board of Directors of Mesa Water District.

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~~ Large denomination CDs are typically negotiable.

CFO or CFO TREASURER – Means the appointed and acting Treasurer/Chief Financial Officer (CFO) of Mesa Water, or the CFO's appointed designee.

CGC – Means the California Government Code as it may be amended from time to time.

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~~ ~~interest-bearing~~ money market instruments that are issued at a discount and redeemed at maturity for full face ~~value;~~ ~~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~~ ~~pegs~~ at 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.

INVESTMENT PORTFOLIO – All Mesa Water funds invested, or to be invested, pursuant to the terms and limitations of this Statement of Policy (SIP).

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.

SIP – The Mesa Water District Statement of Investment Policy as such may be amended from time to time.

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

STATE – Means the State of California.

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.

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RESOLUTION NO. ~~1596~~1603

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~~1596**

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

Statement of Investment Policy
FY ~~2024~~2025

**SUMMARY OF INVESTMENTS AUTHORIZED UNDER CALIFORNIA
GOVERNMENT CODE SECTIONS 53601, 53684, 16429.1
MESA WATER DISTRICT FY ~~2024~~2025 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% ⁽¹⁾	None	180 Days	40%/30% ⁽¹⁾	None
53601(h)	Commercial Paper	270 Days	25% or 10% ⁽²⁾	A1/P1/F1	270 Days	25% or 10% ⁽²⁾	A1/P1/F1
53601(i)	Negotiable Certificates of Deposit ⁽⁸⁾	5 Years	⁽²⁾	None	5 Years	30% ⁽⁷⁾	None
53601(j)	Repurchase Agreements	1 Year	30% ⁽⁷⁾	None	1 Year	None	None
53601(j)	Reverse Repurchase Agreements	92 Days	None	Various ⁽³⁾	92 Days	20% of base	Various ⁽³⁾
53601(k)	Medium-Term Notes	5 Years	20% of base	A	5 Years	30%/10% ⁽⁹⁾	A
53601(l)	Mutual Funds	N/A	30%/10% ⁽⁹⁾	Various ⁽⁵⁾	N/A	20%/10% ⁽⁴⁾	Various ⁽⁵⁾
53601(l)	Money Market Mutual Funds	N/A	20%/10% ⁽⁴⁾	Various ⁽⁵⁾	N/A	20%/10% ⁽⁴⁾	Various ⁽⁵⁾
53601(m)	Trust Indenture or Other Contract	Per Contract	20%/10% ⁽⁴⁾	Per Contract	Per Contract	Per Contract	Per Contract
53601(n)	Collateralized Bank Deposits ⁽⁸⁾	5 Years	Per Contract	None	5 Years	None	None
53601 (o)	Mortgage Pass-Through Securities	5 Years	None	AA	5 Years	20%	AA
53601 (p)	Shares of beneficial interest in JPA's	N/A	20%	None	N/A	None	None
53601.8	Certificates of Deposits (CDAR's) ⁽⁸⁾	5 Years	None	None	5 Years	50% ⁽¹⁰⁾	None
16429.1	Local Agency Investment Fund (LAIF)	N/A	50% ⁽¹⁰⁾	None	N/A	None ⁽⁶⁾	None
53684	County Pooled Investment Funds	N/A	None	None	N/A	None	None
	Time Deposits ⁽⁸⁾	5 Years	None	None	5 Years	None	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.

DRAFT



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MEMORANDUM

TO: Board of Directors or Executive Committee
FROM: Kurt Lind, Business Administrator
DATE: May 28, 2025
SUBJECT: Customer Information System Software License

RECOMMENDATION

Approve the subscription fee with SpryPoint Services, Inc. for \$183,491.81 to secure the SpryCIS software licensing. The subscription fee represents the initial payment and will occur annually until Mesa Water District discontinues using the software. The annual subscription fee may increase yearly according to the Consumer Price Index, but it will not exceed 4%.

STRATEGIC PLAN

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 April 26, 2023 meeting, the Board of Directors (Board) received an Information Item on the Customer Information System (CIS).

At its May 24, 2023 meeting, the Board approved a contract with Plante Moran for \$507,400 to provide an independent professional consultant to evaluate, select and implement a CIS, and authorized execution of the contract.

At its April 24, 2024 meeting, the Board approved a contract with T2 Tech Group for \$42,835 to provide a professional technology team to support the evaluation and implementation of a CIS, and authorized execution of the contract.

At its December 11, 2024 meeting, the Board received an Information Item regarding the CIS selection process.

At its February 12, 2025 meeting, the Board approved a contract with SpryPoint Services, Inc. (SpryPoint) for a term of 5 years at \$643,900 and a 10% contingency of \$64,390 for a total authorized amount not to exceed \$708,290 to provide Customer Information System Software and Implementation Services, and authorized the General Manager to execute the contract.

DISCUSSION

In February 2025, Mesa Water District (Mesa Water®) entered into a contract with SpryPoint to secure CIS Software and Implementation Services, including the support costs necessary for CIS project management, process discovery, set up, configuration, testing, training, operational change management services, mock go-live, go-live and post go-live support.



In order to use the SpryCIS application, Mesa Water must procure annual licensing, which provides access to the software's essential features and services including rapid iteration and deployment of new functionalities, timely updates, continuous improvement, security compliance, system integrations, and customer care support. The license is paid through an annual subscription fee and will occur every year until Mesa Water decides to stop using the CIS software. The contract with SpryPoint states the annual subscription fee may increase yearly according to the Consumer Price Index (CPI) but will not exceed 4%.

The SpryCIS system offers the following key benefits that will enhance the customer service experience, improve operational efficiency, and fluidly adapt to modern technology standards:

True Cloud Architecture: SpryCIS is designed as a fully cloud-based system eliminating the need for on-premises hardware and software installation. This architecture allows Mesa Water to access the latest features and upgrades without additional maintenance or hardware costs.

Security and Compliance: Information security is a core component of SpryCIS, ensuring compliance with industry regulations including System & Organization Controls as developed by the American Institute of CPA's. SpryCIS includes robust security measures such as data encryption, user authentication and access control, which safeguards sensitive data.

Integration Capabilities: SpryCIS supports integration with other utility systems through a built-in Application Programming Interface. Mesa Water will be developing integrations with the following applications: Great Plains, Badger Beacon Metering (meter reading interface), Pacific Premier Bank (payment files), Collection Agency, County Tax System, Vonage Phone System, InfoSend (bill print), County Backflow Test Results, Geographic Information Systems (GIS) and Customer Welcome Letters. These integrations will streamline operations, improve data sharing and enhance overall operational efficiency.

Customer Engagement: Mesa Water currently uses Mesa Water Notify, which was built on the SpryEngage platform, to notify customers for various business-related reasons. Mesa Water will build on this successful program by fully unlocking the customer engagement platform, thereby offering self-service options, improved customer communication, and better management of customer relationships, leading to higher customer satisfaction and engagement.

Mobile Solutions: Mesa Water currently uses SpryMobile integrated with Cogsdale to provide a mobile service order solution to the District's Field Customer Service Representatives. This mobile capability supports both service and work orders, integrating with GIS for better asset management.

Innovation and Continuous Improvement: SpryCIS supports rapid iteration and deployment of new features, keeping Mesa Water at the forefront of technological advancements in the sector. This continuous innovation ensures that Mesa Water will not be left behind with outdated systems.



Staff recommends the Board approve the subscription fee with SpryPoint for \$183,491.81 to secure the SpryCIS software licensing. The subscription fee represents the initial payment and will occur annually until Mesa Water District discontinues using the software. The annual subscription fee may increase yearly according to the Consumer Price Index, but it will not exceed 4%.

FINANCIAL IMPACT

In Fiscal Year 2025, \$744,000 is budgeted for Software Renewals & Licensing; \$348,700 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Tyler Jernigan, Water Operations Manager
DATE: May 28, 2025
SUBJECT: Heating, Ventilation and Air Conditioning Services

RECOMMENDATION

Approve an amendment for \$50,000 annually to the contract with ACCO Engineered Systems, Inc. for a total authorized contract amount not to exceed \$130,000 annually to provide Heating, Ventilation and Air Conditioning Services at Mesa Water District's remote sites, and authorize the General Manager to execute the contract through the contract term ending March 31, 2026.

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

None.

DISCUSSION

In April 2021, Mesa Water District (Mesa Water®) entered into a competitively bid contract with ACCO Engineered Systems, Inc. (ACCO) for heating, ventilation and air conditioning (HVAC) services for the District's Administration and Operations buildings for an amount not to exceed \$80,000 annually. The contract with ACCO has a five-year term (April 26, 2021 through March 31, 2026) with two optional one-year extensions. In addition to scheduled maintenance, the agreement includes on-call services and compliance with all audit requirements under the South Coast Air Quality Management District's Rule 1415.

Separately, since 2019, Mesa Water had a contract with FM Thomas Air Conditioning (FM) to perform HVAC services at the District's remote sites including wells, reservoirs, the Mesa Water Reliability Facility (MWRF) and the Mesa Water Education Center (MVEC). Following FM's expiration of the contract for HVAC services at the District's remote sites, staff reviewed available options to ensure seamless HVAC coverage. Given that ACCO was already successfully managing the HVAC system for the Administration and Operations buildings under an active contract, staff decided to engage ACCO to handle the HVAC services at the remote sites as well.

On November 1, 2024, a contract for \$24,875 was established with ACCO, under the General Manager's authority, allowing them a trial run to manage the HVAC systems at the remote sites. During this period, staff monitored ACCO's performance and found that they excelled in meeting the coverage and service requirements. Their reliable service and demonstrated capability instilled confidence in their ability to manage the HVAC systems effectively across all locations.



As a result of this successful trial, staff recommends amending the existing contract to combine both HVAC contracts, thereby streamlining operations and ensuring that all HVAC services are managed under one provider moving forward. This not only enhances efficiency but also strengthens the partnership with ACCO, which has proven through testing to be a reliable service provider for Mesa Water.

Staff recommends amending the existing ACCO contract to include supplemental HVAC services at the District's remote sites, for an amendment amount not to exceed \$50,000 annually. The newly amended contract would encompass HVAC services at the District's Administration and Operations Buildings, MWRF, MWEF, reservoirs and well sites for a total authorized contract amount not to exceed \$130,000 annually.

FINANCIAL IMPACT

In Fiscal Year 2025, \$1,575,500 is budgeted for Outside Services; \$1,148,737 has been spent to date.

ATTACHMENTS

None.

REPORTS:

21. REPORT OF THE GENERAL MANAGER:
 - April Key Indicators Report

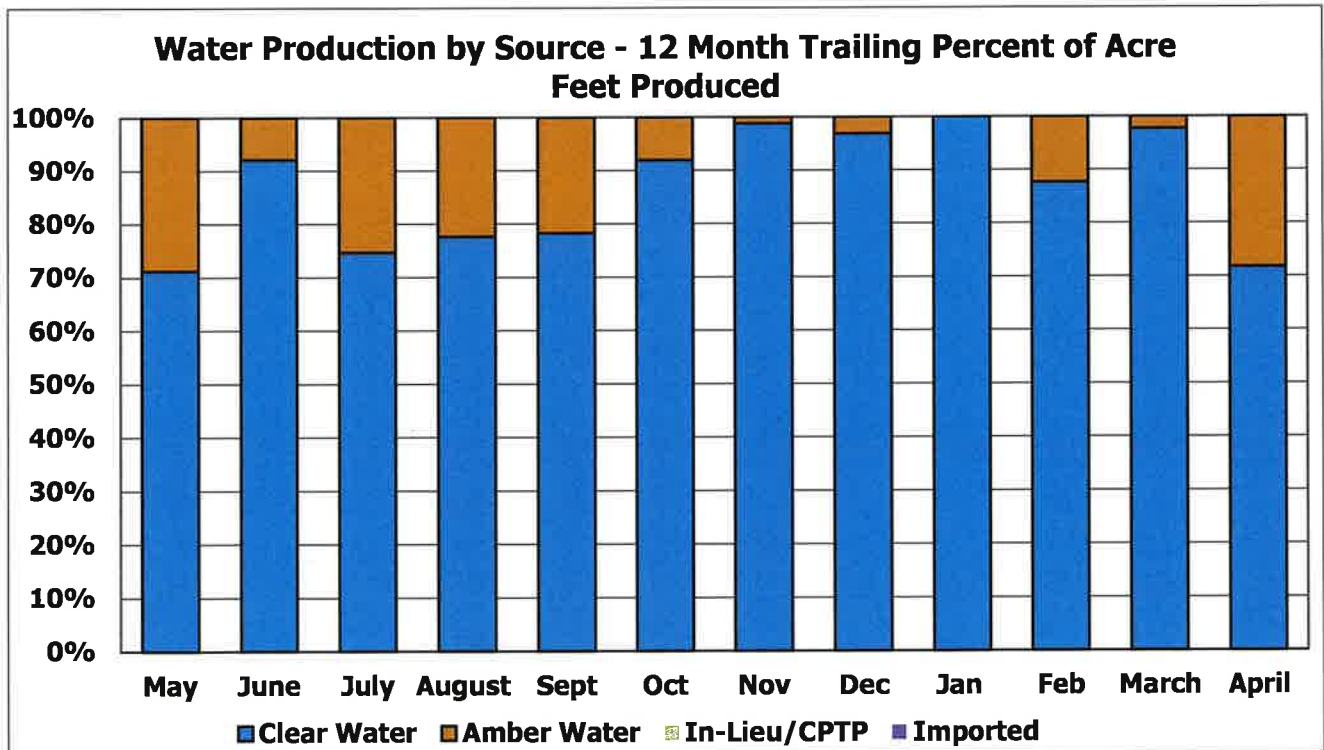
**Monthly Key Indicators Report
For the Month of April 2025**

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

FY 2025 Potable Production (Acre Feet)

Water Supply Source	FY 2025 YTD Actual (AF)	FY 2025 YTD Budget (AF)	FY 2025 Annual Budget (AF)
Clear Water	11,189	11,540	13,598
Amber Water (MWRP)	1,706	1,650	2,400
Imported	1	0	0
Basin Management Water	0	0	0
Total Production	12,896	13,190	15,998

YTD actual water production (AF) through April 30, 2025



**Monthly Key Indicators Report
For the Month of April 2025**

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

FY 2025 System Water Quality – This data reflects samples taken in April

Distribution System:	Average	Range	MCL
Chlorine Residual (mg/L) <i>Compliance</i>	1.89	0.31 – 2.70 Current RAA = 2.07	4 RAA
Coliform Positive % <i>Compliance</i>	0	0	5
Temperature (° F)	73	71 - 80	None

Reservoir I & II:	Average	Range	MCL
Chlorine Residual (mg/L)	1.55	0.59 – 2.47	None
Monochloramine (mg/L)	1.49	0.59 - 2.32	None
Ammonia (mg/L)	0.35	0.14 – 0.52	None
Temperature (° F)	73	70 - 76	None

Wells (Treated):	Average	Range	MCL
Chlorine Residual (mg/L)	2.50	2.06 – 2.80	None
Monochloramine (mg/L)	2.47	2.13 – 2.72	None
Ammonia (mg/L)	0.55	0.46 – 0.78	None
Temperature (° F)	72	70 - 74	None

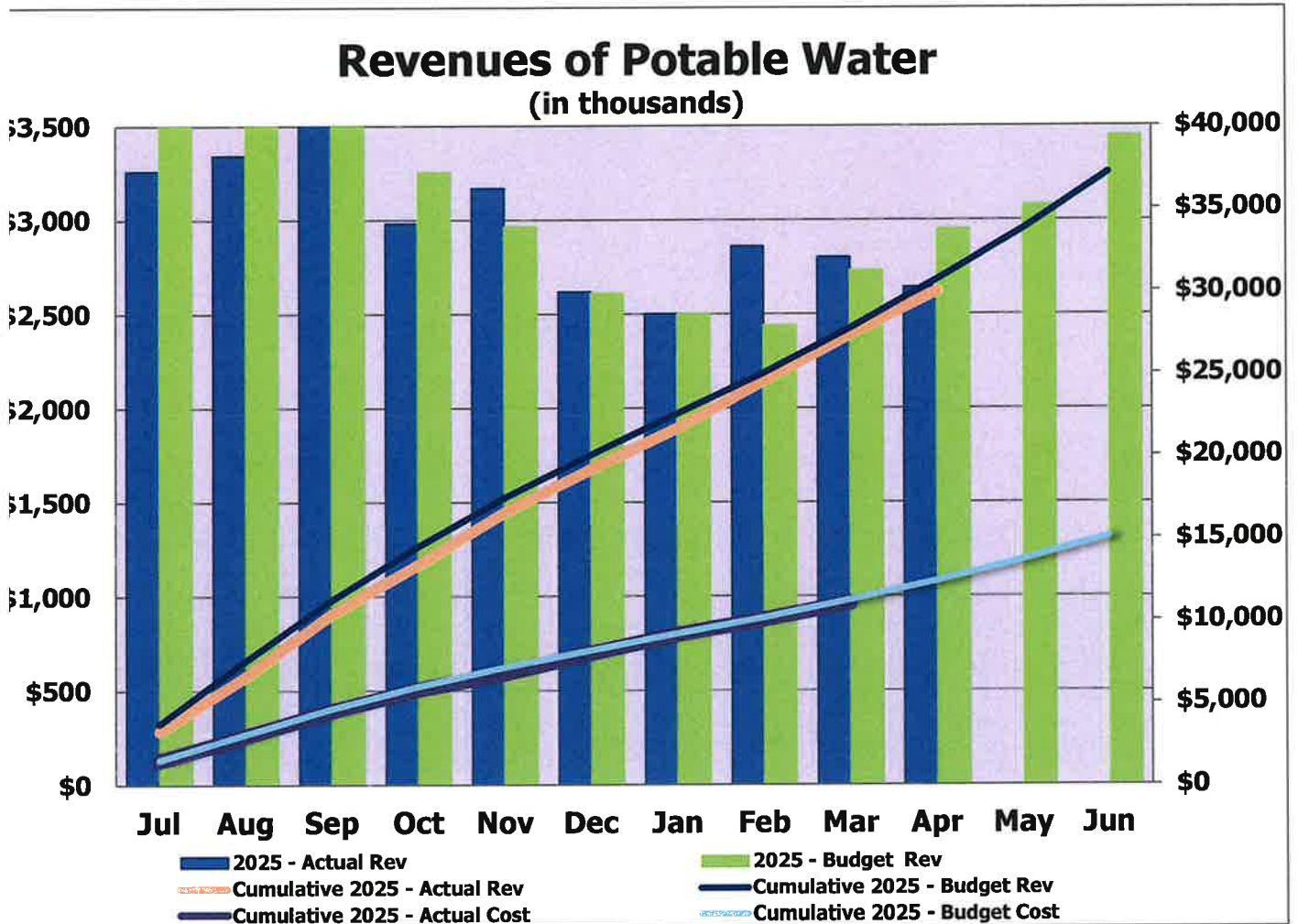
MWRF:	Average	Range	MCL
Chlorine Residual (mg/L)	2.26	2.01 – 2.60	None
Monochloramine (mg/L)	2.27	2.09 – 2.53	None
Ammonia (mg/L)	0.55	0.49 – 0.61	None
Temperature (° F)	79	75 - 81	None
Color (CU) <i>Compliance</i>	1	ND - 5	15
Odor (TON) <i>Compliance</i>	ND	ND	3

Water Quality Calls/Investigations:

Total Calls	6
Total Investigations (from calls)	1

Monthly Key Indicators Report For the Month of April 2025

Goal #2: Perpetually renew and improve our infrastructure



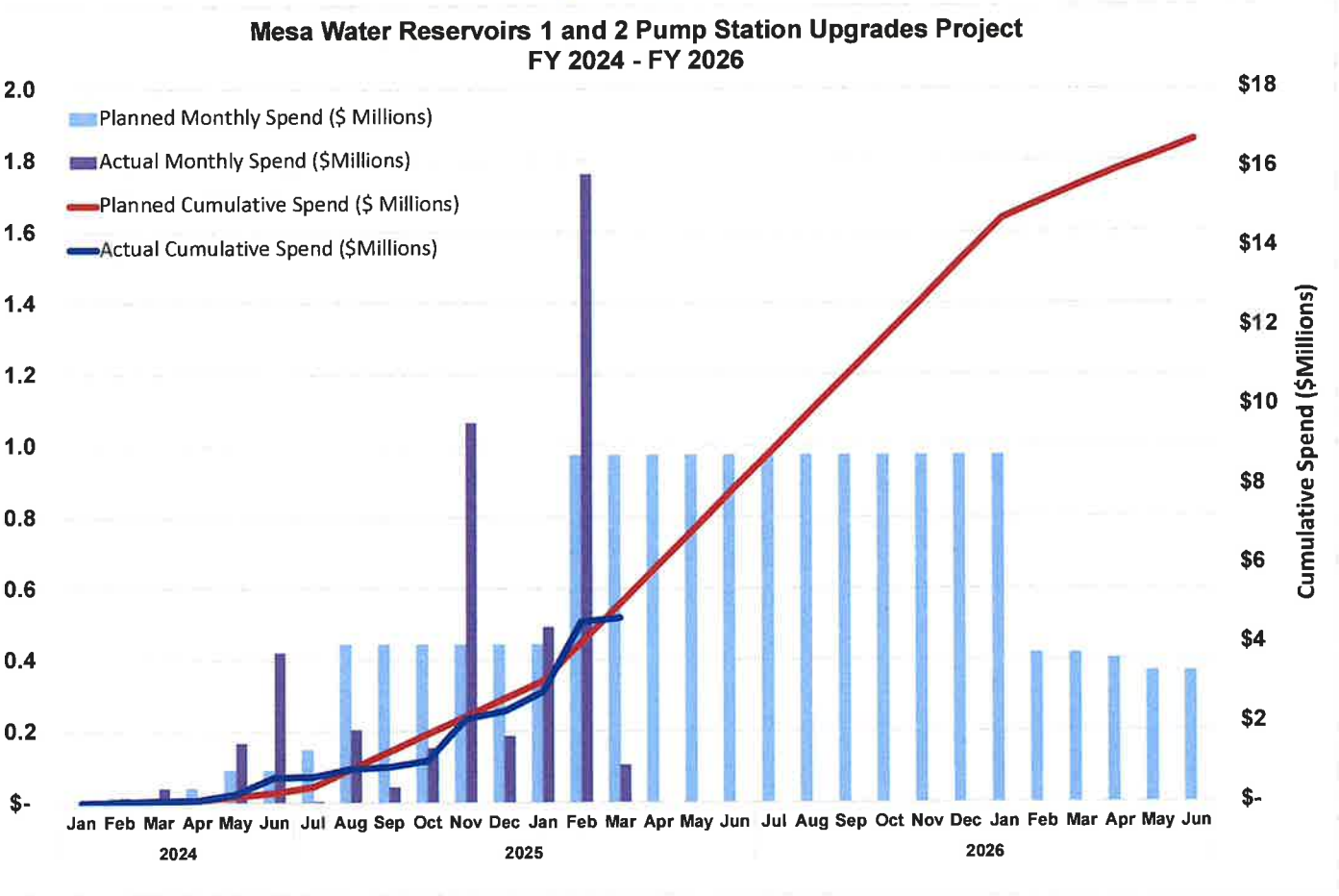
	Actual	Budget	Favorable (Unfavorable)	
			Difference	%
Total YTD Revenue \$	29,939,969	30,648,310	(708,341)	(2.31%)

	Actual	Budget	UnFavorable (Favorable)	
			Difference	%
Total YTD Cost \$ *	11,018,518	11,217,143	(198,625)	(1.77%)

* 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 2025

Goal #3: Be financially responsible and transparent



**Monthly Key Indicators Report
For the Month of April 2025**

Goal #4: Increase favorable opinion of Mesa Water

Web Site Information

Web Site Information	March 2025	April 2025
Visits to the web site	8,691	8,691
New visitors (First time to the site)	5,159	5,400
Average per day	280	280
Average visit length	3 minutes, 57 seconds	3 minutes, 41 seconds
Page visited most	Online Bill Pay	Online Bill Pay
Second most visited page	Human Resources	Human Resources
Third most visited page	Rates and Fees	Rates and Fees
Fourth most visited page	Contact Us	Contact Us
Fifth most visited page	Departments	Departments
Most downloaded file	Salary Table	Salary Table
Second most downloaded file	FY 2025 Operating Budget	FY 2025 Operating Budget
Most active day of the week	Monday	Monday
Least active day of the week	Sunday	Sunday

Total visits since July 1, 2002	2,038,667

Water Vending Machine Information

Vending Machine Location	Vend Measurement	March 2025 Vends	Totals Vends
Mesa Water Office	1 gallon	5380	809176

**Monthly Key Indicators Report
For the Month of April 2025**

Goal #5: Attract, develop and retain skilled employees

DEPARTMENT:	FY 2025			COMMENTS:
	BUDGET	FILLED	VACANT	
<u>OFFICE OF THE GENERAL MANAGER:</u>				
General Manager	1.00	1.00	0.00	
Business Administrator	1.00	1.00	0.00	
Subtotal	2.00	2.00	0.00	
<u>ADMINISTRATIVE SERVICES:</u>				
Administrative Services	5.00	5.00	0.00	
Subtotal	5.00	5.00	0.00	
<u>CUSTOMER SERVICES:</u>				
Customer Service	3.00	2.00	1.00	Customer Services Representative I/II - <i>vacant; under review.</i>
Subtotal	3.00	2.00	1.00	
<u>ENGINEERING:</u>				
Engineering	4.00	4.00	0.00	
Subtotal	4.00	4.00	0.00	
<u>FINANCIAL SERVICES:</u>				
Financial Reporting/ Purchasing	4.00	3.00	1.00	Chief Financial Officer - <i>vacant; recruitment in process.</i>
Accounting	2.00	2.00	0.00	
Subtotal	6.00	5.00	1.00	
<u>HUMAN RESOURCES:</u>				
Human Resources	2.00	2.00	0.00	
Subtotal	2.00	2.00	0.00	
<u>PUBLIC AFFAIRS:</u>				
Outreach & Communications	2.50	2.50	0.00	
Education & Conservation	1.00	1.00	0.00	
Subtotal	3.50	3.50	0.00	
<u>WATER OPERATIONS:</u>				
Supervision/Support	8.00	8.00	0.00	
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	
Subtotal	29.00	29.00	0.00	
<u>LEGISLATIVE POLICY:</u>				
Legislative & Governmental Affairs	1.50	1.50	0.00	
Subtotal	1.50	1.50	0.00	
TOTAL BUDGETED POSITIONS:	56.00	54.00	2.00	

**Monthly Key Indicators Report
For the Month of April 2025**

Goal #6: Provide excellent customer service

Customer Calls

Call Type	FY 2025 YTD	April 2025	YTD Weekly Average
General Billing Question	1145	106	26
Service Requests	1227	111	28
High Bill	1680	142	38
Payments	1678	207	38
Late Fee	1632	253	37
Account Maintenance	605	58	14
On-Line Bill Pay	1635	148	37
Water Pressure	26	2	1
No Water	54	3	1
Conservation	28	2	1
Water Waste	47	2	1
Other (District info. other utility info. etc.)	2207	216	50
Rate Increase	13	2	0
Fluoridation	2	0	0
TOTAL CUSTOMER CALLS	11979	1252	272
AVERAGE ANSWER TIME (Seconds)	19	19	19

Online Bill Pay Customers

Customers Enrolled	FY 2025 YTD	April 2025	YTD Weekly Average
15854	2051	318	47

REPORTS:

22. DIRECTORS' REPORTS AND COMMENTS



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MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, Water Policy Manager
DATE: May 28, 2025
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 2025, \$445,000 is budgeted for Water Policy Support Services \$320,175 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, Jessica Flewallen
Date: May 20, 2025
Subject: May 2025 Report

FY 2026 Budget

On May 2nd the Trump administration released a summary of its Fiscal Year 2026 [budget proposal](#). Although it is important to note that it is still ultimately Congress' role to set official funding levels, the proposal recommends a decrease in discretionary and non-defense spending of an estimated \$163 billion. The Environmental Protection Agency (EPA) was cut by an estimated \$4.9 billion, which includes a cut to the Clean and Drinking Water State Revolving Fund (SRF). The U.S. Army Corps of Engineers' (USACE) Harbor Maintenance Trust Fund (HMTF) was decreased by \$1 billion and the Water Infrastructure Finance and Innovation Act (WIFIA) program of \$7 million was eliminated. The Department of the Interior (DOI) was cut by \$5.1 billion, including \$609 million in cuts to the Bureau of Reclamation (BOR) and Bureau of Land Management Conservation Programs of \$198 million. \$2.5 billion is included in the budget proposal to increase the capacity of existing BOR surface water storage and conveyance facilities.

Changes to PFAS Regulations Have Been Released

On May 14th, the Environmental Protection Agency announced a long-awaited decision regarding alterations to PFAS regulations. Currently, since 2024, PFOA and PFOS are regulated at a 4-part per trillion (ppt) maximum containment limit (MCL), with a deadline to comply no later than 2029, and three other types of PFAS, PFNA, PFHxS, and HFPO-DA, are limited to 10 ppt.

The new rule will maintain the current PFOA and PFOS MCLs but will allow for an additional two years of compliance, pushing the deadline to 2031. Additionally, a "federal exemption framework" will be established, as well as a PFAS outreach program to provide technical assistance to help water agencies with compliance. The new rule will make additional changes to PFAS, PFNA, PFHxS, and HFPO-DA, with the EPA stating plans to rescind and reconsider the current MCLs. The agency plans to issue the proposed rule for PFOA and PFOS in the Fall of 2025, with finalization of the rule expected in Spring of 2026.

EPA Holds WOTUS Listening Session

On May 14th, the EPA held a listening session to obtain feedback from stakeholders regarding opinions and impacts of the current Waters of the United States (WOTUS) jurisdictional reach and definitions. The controversy surrounding WOTUS stems from the uncertainty related to the legal definition and court interpretations of the word "navigable" in the underlying statute, the Clean Water Act. There are disagreements on what bodies of water the CWA should cover, as the

Supreme Court ruled in *Sackett v. EPA* last summer that only those waters with a continuous surface connection to traditional interstate navigable waters are covered by the federal Clean Water Act (CWA).

A wide variety of stakeholders spoke in the session, including, but not limited to, biologists, teachers, concerned citizens, and individuals advocating for industry and associations, environmental groups, river coalitions and conservancies, and construction companies. Those in favor of a narrower definition made arguments that tedious permitting causes confusion, which causes delays to projects, and therefore creates negative impacts on jobs and the economy. Supporting these statements, the stakeholders cited examples of impacts to coal extraction operations, flood control levees, and construction projects. Those advocating for a broader definition stated that, even if water is not continuously connected on the surface, there are still high likelihoods of contaminated water reaching larger bodies of water through other means.

EPA Office of Water Reorganization

On May 2nd, EPA administrator, Lee Zeldin, announced plans to reorganize the agency's Office of Water, among other portions of the agency. The office will gain a new Chief of Staff division and create the Office of Water Cybersecurity and Infrastructure Resiliency following growing threats to the water sector. Additionally, the agency's Office of Science and Technology (OST) will be eliminated, sending scientists and engineers to work under other water programs. OST's water reuse program, and other functions, will be rolled into the Office of Wastewater Management. Although some former EPA employees and officials are concerned about the potential impacts to the agency's ability to set water quality standards, Mae Wu, the former deputy administrator for water under the Biden administration, believes the work can still get done as long as jobs are not cut.

Efforts to Reduce Fluoride in Drinking Water

On April 7th, Secretary of the Department of Health and Human Services (HHS) Robert F. Kennedy Jr. announced plans at a press conference to direct the Centers for Disease Control and Prevention (CDC) to stop recommending the addition of fluoride in drinking water. He stated that HHS plans to create a task force of experts to research fluoride further and provide new recommendations. In March 2025, the Governor of Utah, Spencer Cox, signed legislation banning cities and communities from adding fluoride to drinking water. This move made Utah the first State to do so.

On May 15th, Florida Governor, Ron DeSantis, signed a bill to ban fluoride in public water systems. The ban, which will go into effect on July 1st, makes Florida the second State to ban fluoride. Several other States have legislation in the works to ban the substance, including Nebraska, Louisiana, Kentucky, Massachusetts, and New Hampshire.

On May 13th, the Food and Drug Administration (FDA) announced plans to phase out the use of fluoride supplements for kids, including fluoride tablets and lozenges for example. The FDA plans to conduct a scientific review no later than October 2025 to inform the proposal. HHS does not

plan to formally withdraw the products but instead will ask manufacturers to voluntarily pull products containing fluoride.

Efforts to Streamline NEPA Review Process

On April 16th, the Trump administration directed federal agencies to begin streamlining environmental reviews and permitting processes for energy and infrastructure projects, including those reviews carried out under the National Environmental Policy Act (NEPA). A presidential memorandum directed the Council on Environmental Quality (CEQ) to develop a “Permitting Technology Action Plan” showing methods to use software and other technology to streamline project approvals. The plan is required within 45 days, with agencies given the following 90 days for implementation. The memorandum also directed the creation of a “Permitting Innovation Center” within 15 days to design innovative technologies with the purpose of speeding up review time.

Since the release of the memorandum, the Department of the Interior has announced a 28-day review standard. Interior Secretary Doug Burgum has stated the administration is "cutting through unnecessary delays to fast-track the development of American energy and critical minerals."

Senate Committee on Agriculture Holds Hearing on Fix Our Forests Act Bill

On May 6th, the Senate Agriculture Committee held a hearing on the [S. 1462](#), the “Fix Our Forests Act” which is a modified version of a House passed bill, [H.R. 471](#), with the same title. S. 1462 added several provisions to boost community wildfire preparation, prescribed fire and other goals. The basic outline of the legislation remains to increase forest stewardship and related activities, including timber harvesting, on designated “firesheds” deemed at highest wildfire risk. Senator John Curtis (R-UT) is the lead sponsor in the Senate, joined by Senators Alex Padilla, John Hickenlooper (D-CO) and Tim Sheehy (R-MT). The main differences between the bills include the Senate bill increasing the number of days for claim actions from 120 to 150, providing more direction to courts on items to consider when making the “balance” decision, stating the legislation does not limit or displace a court’s authority to review an agency action under the Administrative Procedures Act, authorizing federal agencies to preform prescribed fires on nonfederal land under certain circumstances and expanding the definition of “at risk community” under the Healthy Forest Restoration Act.

Senate Hearing on Nomination of Assistant Interior Secretary for Water and Science

On April 30th, the Senate Energy and Natural Resources Committee held a hearing on the nominations of Andrea Travnicek to be Assistant Interior Secretary for Water and Science, which oversees the Bureau of Reclamation and the U.S. Geological Survey. If confirmed, Travnicek will take lead on the Colorado River operating plan negotiations. A new agreement needs to be enacted no later than October 1st, 2026, as previous agreements governing the Colorado River will expire next year.

Executive Order to Reevaluate Regulations Under Supreme Court Decisions

On April 9th, the Trump administration published an executive order titled “[Directing the Repeal of Unlawful Regulations](#).” The purpose of this order is to conduct a review-and-repeal effort of several U.S. Supreme Court decisions following direction from a February Executive Order directing department and agency heads to identify categories of unlawful regulations. Among those identified was the *Loper Bright Enterprises v. Raimondo* case which overruled the Chevron Doctrine in June of 2024. Established from a 1984 ruling, the Chevron Doctrine directed courts to defer to agency interpretations of laws.

EPA Plans to Cancel Around 780 Grants

In late April and Early May the EPA notified about 780 grant recipients that their grants will be canceled. In response to the first announcements of plans to cancel the grants, the Woonasquatucket River Watershed Council and other challengers filed a [lawsuit](#) on March 13th contesting the cancelation of the grants, which were awarded with money from the Infrastructure Investment and Jobs Act and the Inflation Reduction Act. On May 6th, the judge handling the case [ruled](#) that EPA’s plans do not violate a preliminary injunction. The reasoning behind the decision was the terminations of the grants are all going under individualized review processes and do not represent a mass freeze or termination.

SUPPORT

Water Conservation Rebate Tax Parity Act ([H.R.1871](#), [S.857](#)) Rep. Jared Huffman (D-CA), Sen. John Curtis (R-UT)

Status: House - 03/05/2025 Referred to the House Committee on Ways and Means.

Senate - 03/05/2025 Referred to the Committee on Finance.

Summary: This legislation will amend federal tax law to ensure homeowners do not have to pay income tax when they receive rebates from water utilities for water conservation and water runoff management improvements.

Special District Fairness & Accessibility Act ([H.R.2766](#)) Rep. Pat Fallon (R-TX)

Status: House - 04/09/2025 Referred to the House Committee on Oversight and Government Reform.

Summary: The bill would require special districts to be recognized as local government and be eligible for federal funding.

WATCH

Regulations from the Executive in Need of Scrutiny (REINS) Act ([H.R. 142](#)) Rep. Kat Cammack (R-FL)

Status: House - 01/03/2025 Referred to the Committee on the Judiciary, and in addition to the Committees on Rules, and the Budget

Summary: This bill will aim to increase accountability and transparency in the federal regulatory process by requiring that any new "major rule" proposed by federal agencies receive approval from both the House and Senate before taking effect.

To eliminate federal funding for the failed California High-Speed Rail project ([H.R. 213](#)) Rep. Kevin Kiley (R-CA)

Status: House - 01/07/2025 Referred to the House Subcommittee on Railroads, Pipelines, and Hazardous Materials.

Summary: This bill will prohibit the use of Federal financial assistance for the California High-Speed Rail development project in the State of California.

Colorado River Basin System Conservation Extension Act ([H.R. 231](#)) Rep. Harriet Hageman (R-WY)

Status: House - 02/12/2025 Ordered to be Reported (Amended) by Unanimous Consent.

Summary: This bill will reauthorize the Colorado River System Conservation Pilot Program through fiscal year 2026.

Preserving Choice in Vehicle Purchase Act ([H.R.346](#)) Rep. John Joyce (R-PA)

Status: House - 01/13/2025 Referred to the House Committee on Energy and Commerce.

Summary: This bill will 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.

Providing for congressional disapproval under chapter 8 of title 5, United States Code, of the rule submitted by the Environmental Protection Agency relating to "National Primary Drinking Water Regulations for Lead and Copper: Improvements (LCRI) ([H.J. Res. 18](#)) Rep. Gary Palmer (R-AL)

Status: House - 01/13/2025 Referred to the House Committee on Energy and Commerce.

Summary: This joint resolution nullifies the rule titled National Primary Drinking Water Regulations for Lead and Copper: Improvements (LCRI), which was submitted by the Environmental Protection Agency on October 30, 2024.

Every Drop Counts Act ([H.R. 338](#)) Rep. Jim Costa (D-CA)

Status: House - 01/13/2025 Referred to the House Committee on Natural Resources

Summary: This bill will expand the Bipartisan Infrastructure Law's Small Storage Program by making it easier for groundwater projects to qualify for funding, increase the amount of water they can store, and stabilize underground aquifers.

Fix Our Forests Act ([H.R.471](#)) Rep. Bruce Westerman (R-AR)

Status: House – 01/23/2025 Passed in house 279 - 141

Senate - 03/06/2025 Committee on Agriculture, Nutrition, and Forestry Subcommittee on Conservation, Forestry, Natural Resources, and Biotechnology. Hearings held.

Summary: The bill simplifies and expedites environmental reviews for forest management projects, promotes federal, state, tribal, and local collaboration, and deters frivolous litigation that delays essential projects.

Stop the Delta Tunnel Act ([H.R.1311](#)) Rep. Josh Harder (D-CA)

Status: House - 02/13/2025 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.

Headwaters Protection Act of 2025 ([H.R.605](#)) Rep. Jim Costa (D-CA)

Status: House - 02/28/2025 Referred to the Subcommittee on Conservation, Research, and Biotechnology

Summary: The bill reauthorizes the Water Source Protection Program (WSPP) at \$30 million annually from 2024-2028, expands the list of eligible lands and entities, lowers the non-federal match requirement for smaller private sector companies, and reduces bureaucratic hurdles for existing Watershed Restoration Action Plans.

Colorado River Basin System Conservation Extension Act ([S.154](#)) Sen. John Hickenlooper (D-CO)

Status: Senate - 01/21/2025 Referred to the Committee on Energy and Natural Resources.

Summary: This bill will amend the Energy and Water Development and Related Agencies Appropriations Act, 2015, to reauthorize the Colorado River System conservation pilot program.

To improve the lead time, accuracy, and dissemination of forecasts of atmospheric rivers throughout the United States ([S.322](#)) Sen. Alex Padilla (D-CA)

Status: Senate – 01/29/2025 Referred to Committee on Commerce, Science, and Transportation

Summary: This bill will require the National Oceanic and Atmospheric Administration (NOAA) to establish a forecast improvement program within the National Weather Service.

To direct the Secretary of Agriculture to select and implement landscape-scale forest restoration projects, to assist communities in increasing their resilience to wildfire ([S.350](#)) Sen. Alex Padilla (D-CA)

Status: Senate - 01/30/2025 Referred to the Committee on Energy and Natural Resources

Summary: This bill will direct the Secretary of Agriculture to select and implement these projects, focusing on reducing the threat of destructive wildfires and assisting communities in increasing their resilience.

Lower Colorado River Multi-Species Conservation Program Amendment Act of 2025 ([H.R.831](#)) Rep. Ken Calvert (R-CA)

Status: House - 01/31/2025 Referred to the House Committee on Natural Resources.

Summary: This bill will establish an interest-bearing account for the non-Federal contributions to the Lower Colorado River Multi-Species Conservation Program. This will ensure that state contributions to conservation projects in the Lower Colorado River Basin are able to earn interest and grow before being allocated.

Emergency Wildfire Fighting Technology Act ([H.R.836](#)) Rep. David Valadao (R-CA)

Status: House – 02/05/2025 Passed by voice vote

Senate - 02/06/2025 Referred to the Committee on Agriculture, Nutrition, and Forestry.

Summary: The bill will require the U.S. Forest Service and the Department of the Interior to jointly evaluate the use of the Container Aerial Firefighting System to mitigate and suppress wildfires

To amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to require the President to establish an individual household disaster mitigation program ([H.R.1105](#)) Rep. Mike Thompson (D-CA)

Status: House - 02/06/2025 Referred to the Committee on Ways and Means, and in addition to the Committee on Transportation and Infrastructure

Summary: This bill will provide homeowners in disaster-prone regions with broad incentives to harden their properties against wildfires and other risks.

Water Systems PFAS Liability Protection Act ([H.R.1267](#)) Rep. Marie Gluesenkamp Perez (D-WA)

Status: House - 02/12/2025 Referred to the Committee on Energy and Commerce, and the Committee on Transportation and Infrastructure

Summary: This bill exempts specified water management entities from liability under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) for releases of certain perfluoroalkyl or polyfluoroalkyl substances, commonly referred to as PFAS.

To direct the Secretary of Commerce to establish and carry out a program to sequence the genomes of aquatic species ([H.R. 1332](#)) Rep. Dave Min (D-CA)

Status: House - 02/13/2025 Referred to the House Committee on Natural Resources.

Summary: This bill will establish a program within the National Oceanic and Atmospheric Administration (NOAA) to collect data on at-risk, aquatic species.

Midnight Rules Relief Act ([H.R.77](#), [S.164](#)) Rep. Andy Biggs (R-AZ), Sen. Ron Johnson (R-WI)

Status: House – 02/12/2025 Passed by the Yeas and Nays: 212 - 208

Senate - 02/13/2025 Referred to the Committee on Homeland Security and Governmental Affairs

Summary: This bill will allow lawmakers to roll back multiple federal regulations in one Congressional Review Act resolution, as currently CRA resolutions can only address one rule at a time.

Coastal Commission Accountability Act ([H.R. 1874](#)) Rep. Kevin Kiley (R-CA)

Status: House - 03/05/2025 Referred to the House Committee on Natural Resources.

Summary: This bill will amend the Coastal Zone Management Act (CZMA) to expedite important coastal activities, including national security initiatives, critical infrastructure development, and disaster mitigation and recovery efforts.

Federally Integrated Species Health (FISH) Act ([H.R.1894](#)) Rep. Ken Calvert (R-CA)

Status: House - 03/06/2025 Referred to the House Committee on Natural Resources.

Summary: This bill will 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.

To amend the Federal Water Pollution Control Act with respect to permitting terms ([H.R.2093](#)) Rep. Ken Calvert (R-CA)

Status: House - 03/14/2025 Referred to the House Committee on Transportation and Infrastructure.

Summary: This bill will extend National Pollution Discharge Elimination System permits from 5 years to 10 years.

Protect the West Act of 2025 ([S.670/H.R.1459](#)) Sen. Michael Bennet (D-CO), Rep. Jason Crow (D-CO)

Status: Senate - 02/20/2025 Referred to the Committee on Agriculture, Nutrition, and Forestry.
House - 03/20/2025 Referred to the Subcommittee on Conservation, Research, and Biotechnology

Summary: This bill will provide an investment of \$60 billion to establish an Outdoor Restoration Fund for restoration and resilience projects across the West.

Wildfire Emergency Act ([S.350](#)) Sen. Alex Padilla (D-CA)

Status: Senate - 01/30/2025 Referred to the Committee on Energy and Natural Resources.

Summary: This bill will reduce the risk of wildfires in forests by increasing landscape-scale forest and restoration projects.

Preventing Our Next Natural Disaster Act ([H.R.403](#)) Rep. Eric Swalwell (D-CA)

Status: House - 01/15/2025 Referred to the Subcommittee on Economic Development, Public Buildings, and Emergency Management

Summary: The bill will modify the Building Resilient Infrastructure and Communities (BRIC) grant program to increase FEMA's Disaster Relief fund and increases funding accessibility for community planning, environmental justice communities, and impoverished communities.

Ending Major Borderland Environmental Ruin from Wildfires (EMBER) Act ([H.R.2026](#)) Rep. Ken Calvert (R-CA)

Status: House - 04/04/2025 Referred to the Subcommittee on Forestry and Horticulture.

Summary: The bill will ensure better assessment, prevention, and help for communities to manage wildfires. It focuses on modernizing wildfire policies, bolstering resilience, and enhancing restoration efforts.

Endangered Species Act (ESA) Amendments Act ([H.R.1897](#)) Rep. Bruce Westerman (R-AR)

Status: House - 03/25/2025 Subcommittee on Water, Wildlife and Fisheries Hearings Held

Summary: This bill will amend the Endangered Species Act of 1973 to improve conservation of resources and wildlife, protect endangered species, and streamline permitting.

Urban Waters Federal Partnership Act ([H.R.2401](#)) Rep. Greg Stanton (D-AZ)

Status: House - 03/27/2025 Referred to the Committee on Transportation and Infrastructure, and to the Committees on Natural Resources, and Appropriations.

Summary: This bill will formally authorize the Urban Waters Federal Partnership Program, which supports improvements to waterways and urban renewal.

Water Intelligence, Security, and Cyber (Water ISAC) Threat Protection Act ([H.R. 2344/S. 1118](#)) Rep. Jan Schakowsky (D-IL) and Sen. Ed Markey (D-MA)

Status: House - 03/25/2025 Referred to the Committee on Transportation and Infrastructure, and to the Committee on Energy and Commerce.

Senate - 03/25/2025 Referred to the Committee on Environment and Public Works.

Summary: This bill will increase drinking water and wastewater system threat preparedness and resilience by directing the EPA to establish a program to offset costs to water systems and increase support.

Providing for congressional disapproval of a rule published by the Fish and Wildlife Service relating to “Endangered and Threatened Wildlife and Plants” ([H.J.Res.78](#)) Rep. Doug LaMalfa (R-CA)

Status: House - 05/01/2025 Passed with a voice vote of 216 - 195

Senate - 05/05/2025 Received in the Senate.

Summary: This bill provides congressional disapproval for a rule from the Fish and Wildlife Service which lists the San Francisco Bay-Delta distinct population segment (DPS) of longfin smelt as an endangered species under the Endangered Species Act

Water Risk and Resilience Reorganization ([H.R.2594](#)) Rep. Eric Crawford (R-AR)

Status: House - 04/02/2025 Referred to the Committee on Transportation and Infrastructure, and to the Committee on Energy and Commerce.

Summary: This bill will establish a Water Risk and Resilience Organization to support modifications and implementation for water systems to meet risk and resilience requirements.

Forest Service Accountability Act ([H.R.1762](#), [S.1061](#)) Rep. Ryan Zinke (R-MT), Sen. Mike Lee (R-UT)

Status: House - 03/28/2025 Referred to the Subcommittee on Forestry and Horticulture.

Senate - 03/13/2025 Read twice and referred to the Committee on Agriculture, Nutrition, and Forestry

Summary: This bill will make the Chief of the Forest Service a Presidentially appointed position

Safeguard American Voter Eligibility (SAVE) Act ([H.R.22](#)) Rep. Chip Roy (R-TX)

Status: House – 04/10/2025 Passed by the Yeas and Nays: 220 – 208

Senate - 04/10/2025 Received in the Senate

Summary: This bill will amend the National Voter Registration Act of 1993 to require people provide proof of citizenship when registering to vote in a federal election. The documents for proof of citizenship include a passport, REAL ID, birth certificate, or a military ID.

Restoring WIFIA Eligibility Act ([H.R.3035](#)) Rep. Jim Costa (D-CA)

Status: House - 04/28/2025 Referred to the Committee on Transportation and Infrastructure, and the Committee on Energy and Commerce.

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.

Help Hoover Dam Act ([S.1570](#)) Sen. Catherine Cortez Masto (D-NV)

Status: Senate - 05/01/2025 Referred to the Committee on Energy and Natural Resources.

Summary: This legislation will preserve Hoover Dam as an affordable energy source and strengthen the Southwest's electrical grid by giving the Bureau of Reclamation the authority to use "stranded funds" currently in the Colorado River Dam Fund to pay for operation, maintenance, and replacement projects at Hoover Dam.

Investing In Our Communities Act ([H.R.1255](#)) Rep. David Kustoff (R-TN)

Status: House - 02/12/2025 Referred to the House Committee on Ways and Means.

Summary: This bill will restore tax-exempt advance refunding for municipal bonds so state and local governments can more efficiently invest in projects throughout their communities.

Technical Fix for the State Response to Contaminants Program ([S.1324](#)) Sen. Jeanne Shaheen (D-NH)

Status: Senate - 04/08/2025 Referred to the Committee on Environment and Public Works.

Summary: This bill will provide flexibility for states to use funding from the Bipartisan Infrastructure Law for PFAS in small and disadvantaged communities to assist private well owners.

Wastewater Infrastructure Pollution Prevention and Environmental Safety (WIPPES) Act ([S.1092](#)/[H.R.2269](#)) Sen. Jeff Merkley (D-OR), Rep. Lisa McClain (R-MI)

Status: Senate - 03/24/2025 Read twice and referred to the Committee on Commerce, Science, and Transportation.

House – 04/08/2025 House Committee on Energy and Commerce Consideration and Mark-up Session Held. Bill ordered to be Reported by Voice Vote.

Summary: This bill will require products with significant potential to be flushed to be labeled with "Do Not Flush" notices to protect pipe infrastructure.

Modification of the Aquifer Recharge Flexibility Act ([H.R.331](#)) Rep. Russ Fulcher

Status: House – 05/13/2025 Passed the House.

Senate - 05/14/2025 Received in the Senate and referred to the Committee on Energy and Natural Resources.

Summary: This bill will allow holders of existing right-of-way grants to use them for aquifer recharge without needing additional authorization from the Secretary of the Interior.

To provide technical and financial assistance for groundwater recharge, aquifer storage, and water source substitution projects ([H.R.337](#)) Rep. Jim Costa (D-CA)

Status: House - 01/13/2025 Referred to the House Committee on Natural Resources.

Summary: This bill will modify the Infrastructure Investment and Jobs Act to allow unobligated funds for groundwater recharge projects, aquifer storage and recovery projects, and water source substitution for aquifer protection projects.

Agriculture Export Promotion Act of 2025 ([H.R.1086](#)) Rep. Dan Newhouse (R-WA)

Status: House - 02/06/2025 Referred to the House Committee on Agriculture.

Summary: This bill will extend and increase funding for the Market Access Program (MAP) and Foreign Market Development (FMD) Program through Fiscal Year 2029.

Fair Access to Agriculture Disaster Programs Act ([H.R.2156](#)/[S.984](#)) Rep. Jimmy Panetta (D-CA), Sen. Alex Padilla

Status: House - 04/04/2025 Referred to the Subcommittee on General Farm Commodities, Risk Management, and Credit.

Senate - 03/12/2025 Referred to the Committee on Agriculture, Nutrition, and Forestry.

Summary: This bill will expand eligibility for USDA disaster assistance programs by waiving gross income limitations.

Advancing Water Reuse Act ([H.R.2940](#)) Rep. Darin LaHood (R-IL)

Status: House - 04/17/2025 Referred to the House Committee on Ways and Means.

Summary: This bill will catalyze the use of recycled water by manufacturers, data centers, and other industrial entities.

Disaster Related Extension of Deadlines Act ([H.R.1491](#)/[S.1438](#)) Rep. Gregory Murphy (R-NC), Sen. Raphael Warnock (D-GA)

Status: House – 04/01/2025 Passed the House.

Senate – Received in the Senate and Referred to the Committee on Finance.

Summary: This bill will ensure that natural disaster victims have sufficient time to claim tax refunds and credits, even when their filing deadlines are extended due to a disaster.

Proven Forest Management Act of 2025 ([H.R.179](#)) Rep. Tom McClintock (R-CA)

Status: House - 04/04/2025 Referred to the Subcommittee on Forestry and Horticulture.

Summary: This bill will expand forest management practices that have proven successful in reducing wildfire risks and promoting forest health, improving forest resiliency.

Filing Relief for Natural Disasters Act ([H.R.517](#)/[S.132](#)) Rep. David Kustoff (R-TN), Sen. Catherine Cortez Masto (D-NV)

Status: House – 03/31/2025 Passed the House.

Senate – 04/01/2024 Received in the Senate and referred to the Committee on Finance

Summary: This bill will grant the IRS the authority to postpone federal tax filing deadlines for taxpayers affected by state-declared disasters and states of emergency.

FEMA Independence Act ([H.R. 2308](#)) Rep. Jared Moskowitz (D-FL)

Status: House - 03/24/2025 Referred to the Subcommittee on Emergency Management and Technology.

Summary: This bill will remove FEMA from the Department of Homeland Security (DHS) and restore it as an independent, Cabinet-level agency.

SUPPORT (if/when introduced in the 119th Congress)

Low-Income Household Assistance Water Program (LIHWAP) Establishment Act

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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.

WATCH (if/when introduced in the 119th Congress)

The Healthy Drinking Water Affordability Act (Healthy H2O Act)

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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 (WATER) Act of 2023

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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.

Flood Prevention and Snowpack Management Act

Status: Has not yet been introduced in the 119th Congress.

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.

Working to Advance Tangible and Effective Reforms (WATER) for California Act

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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.

Protect Our Water Rights Act

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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.

Open Access Evapotranspiration Data Act

Status: Has not yet been introduced in the 119th Congress.

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

Providing for congressional disapproval relating to "Revised Definition of 'Waters of the United States'"

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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 manufactured and may have adverse human health effects.

Wildfire Response and Drought Resiliency Act

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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.

Priority for Water Supply and Conservation Act of 2024

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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

Status: Has not yet been introduced in the 119th Congress.

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.

Drought Resilience Infrastructure Act

Status: Has not yet been introduced in the 119th Congress.

Summary: This legislation will provide new resources and authorities through the U.S. Army Corps of Engineers to support communities experiencing long-term drought conditions.

Water Infrastructure Finance and Innovation Act Amendments

Status: Has not yet been introduced in the 119th Congress.

Summary: A bill to update and improve a loan program that funds critical water and wastewater infrastructure projects in Washington State

Drought Relief Obtained Using Government Help Today (DROUGHT) Act of 2024

Status: Has not yet been introduced in the 119th Congress.

Summary: This legislation will increase the federal share of Water Infrastructure Finance and Innovation Act loans from 80 percent to 90 percent for qualified disadvantaged communities experiencing severe drought.

Large-Scale Water Recycling Reauthorization and Investment Act

Status: Has not yet been introduced in the 119th Congress.

Summary: This legislation aims to reauthorize a water recycling grant program for large-scale projects in California and other western states. The bill builds on the success of water recycling projects funded by the Bipartisan Infrastructure Law, providing additional funding opportunities to boost existing projects and initiate new ones.



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, Water Policy Manager
DATE: May 28, 2025
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 2025, \$445,000 is budgeted for Water Policy Support Services; \$320,175 has been spent to date.

ATTACHMENTS

Attachment A: State Advocacy Report
Attachment B: State Legislative Status Report



May 20, 2025

To: Stacy Taylor, Mesa Water District

From: Dennis Albiani and Adam Quiñonez, California Advocates

Subject: May 2025 Monthly Report

On Wednesday May 14, Governor Newsom unveiled his May Revision to the 2025-26 budget. Governor Newsom unveiled a revised \$322 billion budget to address a projected \$12 billion deficit, attributing the shortfall to factors like federal tariffs, stock market volatility, and declining tourism.

To mitigate the deficit, the Governor's proposal includes measures such as freezing enrollment for low-income immigrants without legal status in the state's Medicaid program, cutting coverage for certain weight loss drugs, and capping overtime for in-home care workers. The budget maintains a \$7.1 billion withdrawal from the state's rainy-day fund, projecting total state reserves at \$15.7 billion by the end of 2025-26 to guard against future revenue declines. However, the Governor is proposing no changes to the proposed reversion of the previously committed \$51 million for recycled water projects and

Governor Newsom also introduced trailer bill language focused on expediting the Delta Conveyance Project and enhancing the state's water supply reliability. The proposal seeks to streamline the project's approval process by simplifying permitting, confirming funding authority through bonds issued by the Department of Water Resources, and narrowing judicial review to prevent unnecessary litigation delays.

The trailer bill has already garnered widespread support from various water agencies and business groups, who emphasize the need to modernize the state's aging water infrastructure to ensure long-term reliability and sustainability. However, the proposal faces opposition from environmental and Delta community groups, who express concerns over habitat disruption and construction impacts, and have called for more transparency and public engagement in the project's development.

Key Bills

Clean Fleets/CARB Regulation

SB 496 (Hurtado-D) Advanced Clean Fleets Regulation: appeals advisory committee: exemptions

SB 496 is currently in the Senate Appropriations Committee, awaiting a suspense hearing on Friday May 23. The bill faces substantial challenges with a potential cost of \$4 million ongoing from the California Air Resources Board (CARB). CARB has no official position on the bill, however, they have in the past expressed strong concerns regarding any bill that seeks to undo the Advanced Clean Fleets (ACF) rule.

SB 496 would clarify that vehicles expected to respond to emergencies or support disaster response efforts are exempt from the Advanced Clean Fleets Regulation to the same extent as officially designated

emergency vehicles. This means that certain non-traditional emergency response vehicles, such as those used by water utilities in responding to emergencies will not be required to transition to zero-emission standards under the regulation.

Status: Senate Suspense hearing May 23.

Position: Support (Coalition)

AB 794 (Gabriel - D) California Safe Drinking Water Act: emergency regulations

AB 794 is currently in the Assembly Appropriations Committee awaiting its suspense hearing on May 23. This bill would provide the State Water Board with the authority to adopt Federal drinking water standards under an emergency rulemaking regardless of whether the requirements were repealed or amended to be less stringent. The bill would prohibit an emergency regulation adopted pursuant to these provisions from implementing less stringent drinking water standards.

California Advocates is working closely with the coalitions engaged on this bill and has engaged the Speaker's Office, Appropriations Committee, and the Governor's Office in opposition.

Status: Assembly Appropriations Suspense Hearing May 23.

Position: Oppose (Coalition)

SB 454 (McNerney - D) State Water Resources Control Board: PFAS Mitigation Program.

Sponsored by ACWA and Cal Cities, this bill would create the PFAS Mitigation Fund in the General Fund and would authorize the fund to be expended by the State Water Resources Control Board to issue grants and/or loans for the purpose of addressing PFAS contamination. While the bill has met no opposition it now faces a huge challenge with an unreasonably high fiscal impact identified by the State Water Board of \$6.5 million ongoing to administer the fund.

ACWA and Cal Cities have been advocating that the projected costs are much too high and that the bill should be moved out of Appropriations.

Status: Senate Appropriations Suspense Hearing May 23.

Position: Support (Coalition)

SB 72 (Caballero-D) The California Water Plan: long-term supply targets.

SB 72 is being co-sponsored by the California Municipal Utilities Association, California State Association of Counties, and the California Council for Environmental and Economic Balance. This bill is a reintroduction of SB 366 (Caballero) from 2024. The bill would require DWR to establish an interim planning target of 9,000,000 acre-feet of additional water, water conservation, or water storage capacity to be achieved by 2040. The bill would require the target to consider the identified and future water needs for a sustainable urban sector, agricultural sector, and environment, and ensure safe drinking water for all Californians, among other things.

SB 72 is currently on Suspense in the Senate Appropriations Committee. Despite the projected cost of \$3.8 million the sponsors are confident that the bill will move forward.

Status: Senate Appropriations Suspense Hearing May 23

Position: Support (Coalition)

SB 601 (Allen-D) Water Waste Discharge

SB 601 is being classified as a job-killer, by the California Chamber of Commerce, a housing killer by the California Building Industry Association, and is being opposed by ACWA and a host of other organizations. The primary intent of SB 601 is to undo the May 2023 US Supreme Court ruling in Sackett v EPA which narrowed which waters fell under the Waters of the United States definition. However, SB 601 goes much farther by enshrining a new framework into state law for the previously federally protected waters and empowering the State Water Board to expand the scope of their regulation to “nexus waters” which are broadly defined in the bill. As a result, SB 601 could greatly expand the number of water bodies subject to water quality regulations and thus additional permitting. The full impact of SB 601 is unclear as it would depend on the State Water Board’s interpretation of the term “nexus waters”, however it is clear that some environmental groups are seeking an expansion of the State Water Board’s authority in response to recent actions at the federal level.

SB 601 was amended on May 5 with minor amendments meant to address concerns regarding the private right of action established in the bill. However, the amendments still create an uncertain standard and could allow almost anyone to bring a private right of action against a discharger. These amendments have not changed the position of the California Chamber, ACWA, or the California Building Industry Association.

The bill has an ongoing cost over \$1 million, however it may be a priority for Senator Allen to get off of suspense.

Status: Senate Appropriations Suspense Hearing May 23.

Position: Oppose (Coalition)

Regulatory and Administrative Actions

State Revolving Fund Policy Amendments

On May 6, the State Water Board hosted a public hearing on their released draft Policy Amendments (Policy Amendments) to the Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF). The Policy Amendments will update the requirements for obtaining CWSRF and DWSRF dollars to align with the respective annual Intended Use Plans.

The State Water Board also recently released updated the 2024-25 DWSRF [comprehensive list](#) and [fundable list](#), and the CWSRF [comprehensive list](#) and [fundable list](#).

Advanced Clean Fleets Regulation

The California Air Resources Board (CARB) has delayed bringing Assembly Bill 1594 Amendments to the Advanced Clean Fleets Regulation (ACF Amendments) for CARB approval following recent stakeholder

input. CARB staff intended to bring the ACF Amendments to the May board hearing but will now do so at a later date in 2025. AB 1594 was passed in 2023 and required CARB to provide additional flexibility for water districts when retiring traditional fuel vehicles.

Comments on proposed ACF Amendments are due May 31

PFAS Notification Levels and Response Levels

Through informal conversations, California Advocates has learned that the State Water Board intends to lower the PFAS notification level to 4 ppt and establish a new response level for PFHXS to 10 ppt. The State Water Board may adopt notification and response levels with very little public input. This change in response levels could have a significant impact on additional wells in California.

California Advocates, Inc. Activity Report

- Attended weekly Monday morning meetings of water advocates to discuss priority bills.
- Met with the Assembly Speaker's Office on AB 794 to express opposition.
- Testified in Opposition to AB 1413 in Assembly Judiciary Committee.
- Testified in Opposition to SB 601 in Senate Judiciary Committee.
- Testified in Opposition to SB 350 in Senate Energy, Utilities, and Communications Committee.
- Continuing to attend CMUA and ACWA Low-Income Rate Assistance Workgroups.
- Attended Governor's Office briefing on the May Revise and the Governor's proposal to expedite the Delta Conveyance Project.
- Attended workgroup meetings led by the California Chamber in opposition to SB 601. Attended
- ACWA Spring Conference.

Important Dates and Deadlines for 2025

June

June 15 – Budget Bill must be passed by midnight

July

July 18 – Summer Recess Begins Upon Adjournment



1112 11th Street
Sacramento, CA 95814

Mesa Water District - Active Legislative Status Report as of 5/20/2025

Oppose - Coalition

AB 794 **(Gabriel D) California Safe Drinking Water Act: emergency regulations.**

(Amended: 4/10/2025 [html](#) [pdf](#))

Status: 4/23/2025-In committee: Set, first hearing. Referred to suspense file.

Location: 4/23/2025-A. APPR. SUSPENSE FILE

Summary: Existing law, the California Safe Drinking Water Act (state act), requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. The state board's duties include, but are not limited to, enforcing the federal Safe Drinking Water Act (federal act) and adopting and enforcing regulations. Existing law authorizes the state board to adopt as an emergency regulation, a regulation that is not more stringent than, and is not materially different in substance and effect than, the requirements of a regulation promulgated under the federal act, with a specified exception. This bill would provide that the authority of the state board to adopt an emergency regulation pursuant to these provisions includes the authority to adopt requirements of a specified federal regulation that was in effect on January 19, 2025, regardless of whether the requirements were repealed or amended to be less stringent. The bill would prohibit an emergency regulation adopted pursuant to these provisions from implementing less stringent drinking water standards, as provided, and would authorize the regulation to include monitoring requirements that are more stringent than the requirements of the federal regulation. The bill would prohibit maximum contaminant levels and compliance dates for maximum contaminant levels adopted as part of an emergency regulation from being more stringent than the maximum contaminant levels and compliance dates of a regulation promulgated pursuant to the federal act. The bill would require, on or before December 31, 2026, the state board to adopt an emergency regulation and to initiate a primary drinking water standard for perfluoroalkyl and polyfluoroalkyl substances, as provided. The bill would make other changes to proceedings initiated upon the adoption of an emergency regulation to establish a public health goal and primary drinking water standards, as specified.

Position

Oppose -
Coalition

AB 810 **(Irwin D) Local government: internet websites and email addresses.**

(Amended: 4/10/2025 [html](#) [pdf](#))

Status: 5/7/2025-In committee: Set, first hearing. Referred to APPR. suspense file.

Location: 5/7/2025-A. APPR. SUSPENSE FILE

Summary: Existing law requires that a local agency that maintains an internet website for use by the public to ensure that the internet website uses a ".gov" top-level domain or a ".ca.gov" second-level domain no later than January 1, 2029. Existing law requires that a local agency that maintains public email addresses to ensure that each email address provided to its employees uses a ".gov" domain name or a ".ca.gov" domain name no later than January 1, 2029. Existing law defines "local agency" for these purposes as a city, county, or city and county. This bill would recast these provisions by instead requiring a city, county, or city and county to comply with the above-described domain requirements and by deleting the term "local agency" from the above-described provisions. The bill would also require a special district, joint powers authority, or other political subdivision to comply with similar domain requirements no later than January 1, 2031. The bill would allow a community college district or community college to use a ".edu" domain to satisfy these requirements, and would specify that these requirements do not apply to a K-12 public school district. By adding to the duties of local officials, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

Position

Oppose -
Coalition

SB 601**(Allen D) Water: waste discharge.** (Amended: 5/5/2025 [html](#) [pdf](#))**Status:** 5/19/2025-May 19 hearing: Placed on APPR. suspense file.**Location:** 5/19/2025-S. APPR. SUSPENSE FILE**Calendar:** 5/23/2025 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 Porter-Cologne Water Quality Control Act (act) and the National Pollutant Discharge Elimination System (NPDES) permit program. Existing law requires, when applying to a city or a county for an initial business license, equivalent instrument, or permit, or renewal thereof, a person who conducts a business operation that is a regulated industry, as defined, to demonstrate enrollment with the NPDES permit program by providing specified information, under penalty of perjury, on the application. Existing law includes in this specified information, among other things, the Standard Industrial Classification Codes for the business, and a Waste Discharger Identification number (WDID), as specified. This bill would revise the above-described requirement to demonstrate enrollment with NPDES to instead require demonstrating enrollment with NPDES or the Waste Discharge Requirements (WDR) permit programs by providing the specified information. The bill would require, when applying to a city or a county for a building or construction permit, a person who conducts a business operation that is a regulated industry and seeks permission for construction activities over one acre to demonstrate enrollment with the NPDES or WDR permit programs by providing specified information under penalty of perjury on the initial building or construction permit application, or renewal thereof. By expanding the crime of perjury, the bill would impose a state-mandated local program. The bill would include in this specified information, among other things, the total planned disturbed acreage and WDID or WDID application number issued for the construction or land disturbance activity by the State Water Resources Control Board. By increasing the duties of local officials to administer licenses and permits, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

Position

Oppose -
Coalition

Oppose Unless Amended - Coalition

AB 1413**(Papan D) Sustainable Groundwater Management Act: groundwater adjudication.**(Amended: 4/10/2025 [html](#) [pdf](#))**Status:** 5/15/2025-Read second time. Ordered to third reading.**Location:** 5/15/2025-A. THIRD READING**Calendar:** 5/23/2025 #61 ASSEMBLY THIRD READING FILE - ASSEMBLY BILLS

Summary: Existing law, the Sustainable Groundwater Management Act, requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans, except as specified. Existing law requires the department to periodically review the groundwater sustainability plans developed by groundwater sustainability agencies pursuant to the act to evaluate whether a plan conforms with specified laws and is likely to achieve the sustainability goal for the basin covered by the plan. Existing law authorizes a groundwater sustainability agency that adopts a groundwater sustainability plan to file a court action to determine the validity of the plan no sooner than 180 days following the adoption of the plan, as provided. This bill would instead authorize groundwater sustainability agencies to file those actions within 180 days following the adoption of the plan. This bill contains other related provisions and other existing laws.

Position

Oppose Unless
Amended -
Coalition

SB 350**(Durazo D) Water Rate Assistance Program.** (Amended: 5/7/2025 [html](#) [pdf](#))**Status:** 5/16/2025-Set for hearing May 23.**Location:** 5/12/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Existing law requires the State Water Resources Control Board to develop a plan for the funding and implementation of the Low-Income Water Rate Assistance Program. Existing law requires the plan to include, among other things, a description of the method for collecting moneys to support and implement the program and a description of the method for determining the amount of moneys that may need to be collected from water ratepayers to fund the program. This bill would establish the Water Rate Assistance Program. As part of the program, the bill would establish the Water Rate Assistance Fund in the State Treasury, available upon appropriation by the Legislature, to provide water affordability assistance, for both residential water and wastewater services, to low-income residential ratepayers, as specified. The bill would require the state board to take various actions in administering the fund, including, among other things, tracking and managing revenue in the fund separately from all other revenue. The bill would require the state board, in consultation with relevant agencies and after a public hearing, to adopt guidelines for implementation of the program and to adopt an annual report to be posted on the state board's internet website identifying how the fund has performed, as specified. The bill would require the guidelines to include minimum requirements for eligible systems, including the ability to confirm eligibility for enrollment through a request for self-certification of eligibility under penalty of perjury. By expanding the crime of perjury, the bill would impose a state-mandated local program. The bill would require the state board to take various actions in administering the program, including, but not limited to, providing guidance, oversight, and funding for low-income rate assistance for residential ratepayers of eligible systems. The bill would authorize the Attorney General, at the request of the state board, to bring an action in state court to restrain the use of any method, act, or practice in violation of these provisions, except as provided. The bill would make the implementation of all of these provisions contingent upon an appropriation by the Legislature. This bill contains other related provisions and other existing laws.

Position

Oppose Unless
Amended -
Coalition

Support - Coalition

AB 259 ([Rubio, Blanca D](#)) **Open meetings: local agencies: teleconferences.** (Amended: 4/21/2025
[html](#) [pdf](#))

Status: 5/14/2025-Referred to Coms. on L. GOV. and JUD.

Location: 5/14/2025-S. L. GOV.

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 authorizes the legislative body of a local agency to use teleconferencing, as specified, and requires a legislative body of a local agency that elects to use teleconferencing to comply with specified requirements, including that the local agency 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, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing 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 requires a member to satisfy specified requirements to participate in a meeting remotely pursuant to these alternative teleconferencing provisions, including that specified circumstances apply. Existing law establishes limits on the number of meetings a member may participate in solely by teleconference from a remote location pursuant to these alternative teleconferencing provisions, including prohibiting such participation for more than 2 meetings per year if the legislative body regularly meets once per month or less. This bill would extend the alternative teleconferencing procedures until January 1, 2030. This bill contains other related provisions and other existing laws.

Position

Support -
Coalition

AB 807**(Dixon R) Conservation and mitigation bank: marine artificial reefs.**(Introduced: 2/18/2025 [html](#) [pdf](#))**Status:** 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was W.,P. & W. on 3/10/2025)(May be acted upon Jan 2026)**Location:** 5/1/2025-A. 2 YEAR

Summary: Existing law provides that mitigation banks and conservation banks provide for the conservation of important habitats and habitat linkages, take advantage of economies of scale that are often not available to individualized mitigation projects, and simplify the state regulatory compliance process while achieving conservation goals. Existing law provides that no conservation bank, mitigation bank, or conservation and mitigation bank is operative, vested, or final, nor bank credits issued, until the Department of Fish and Wildlife has approved in writing and a conservation easement has been recorded on the site. Existing law authorizes banks to issue and sell bank credits to private and public entities. Existing law defines "conservation bank" and "mitigation bank" for these purposes. This bill would expand the definition of "conservation bank" and "mitigation bank" to include marine artificial reefs. The bill would authorize a person to, after completion of a full environmental review in compliance with applicable California and federal laws and regulations, create a marine artificial reef for purposes of establishing a mitigation or conservation bank. The bill would clarify that both nonprofit and for-profit organizations are authorized to establish and operate a conservation bank, mitigation bank, or conservation and mitigation bank. The bill would provide that if a marine artificial reef is located on state sovereign land then a lease is required from the State Lands Commission, as provided. The bill would provide that the lease from the commission would satisfy the requirements for a bank enabling instrument and for the department to grant a conservation easement.

PositionSupport -
Coalition**ACR 36****(Carrillo D) Special Districts Week.** (Introduced: 2/20/2025 [html](#) [pdf](#))**Status:** 5/12/2025-In Senate. To Com. on RLS.**Location:** 5/12/2025-S. RLS.**Summary:** This measure proclaims the week of May 18, 2025, to May 24, 2025, to be Special Districts Week.**Position**Support -
Coalition**SB 72****(Caballero D) The California Water Plan: long-term supply targets.** (Amended: 4/10/2025[html](#) [pdf](#))**Status:** 5/16/2025-Set for hearing May 23.**Location:** 4/28/2025-S. APPR. SUSPENSE FILE**Calendar:** 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

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, and water transfers, 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 expand the membership of the advisory committee to include, among others, tribes, labor, and environmental justice interests. The bill would require the department, as part of the 2033 update to the plan, to update the interim planning target for 2050, as provided. The bill would require the target to consider the identified and future water needs for all beneficial uses, including, but not limited to, urban uses, agricultural uses, tribal uses, and the environment, and ensure safe drinking water for all Californians, among other things. The bill would require the plan to include specified components, including a discussion of the estimated costs, benefits, and impacts of any project type or action that is recommended by the department within the plan that could help achieve the water supply targets. The bill would require the department to report to the Legislature the amendments, supplements, and additions included in the updates of the plan, together with a summary of the department's conclusions and recommendations, in the session in

which the updated plan is issued. The bill would also require the department to conduct public workshops to give interested parties an opportunity to comment on the plan.

Position

Support -
Coalition

SB 394

(Allen D) Water theft: fire hydrants. (Introduced: 2/14/2025 [html](#) [pdf](#))

Status: 4/22/2025-Read second time. Ordered to third reading.

Location: 4/22/2025-S. THIRD READING

Calendar: 5/23/2025 #55 SENATE SENATE BILLS -THIRD READING FILE

Summary: Existing law authorizes a utility to bring a civil action for damages against any person who commits, authorizes, solicits, aids, abets, or attempts certain acts, including, diverting or causing to be diverted, utility services by any means whatsoever. Existing law creates a rebuttable presumption that there is violation of these provisions if, on premises controlled by the customer or by the person using or receiving the direct benefit of utility service, certain actions occur, including that there is an instrument, apparatus, or device primarily designed to be used to obtain utility service without paying the full lawful charge for the utility. This bill would add to the list of acts for which a utility may bring a civil cause of action under these circumstances to include tampering with a fire hydrant, fire hydrant meter, or fire detector check, or diverting water, or causing water to be diverted, from a fire hydrant with knowledge of, or reason to believe, that the diversion or unauthorized connection existed at the time of use for nonfirefighting purposes or without authorization from the appropriate water system or fire department. The bill would also expand the rebuttable presumption for a violation of these provisions to include, among other things, if a person tampers with or uses a fire hydrant, fire hydrant meter, or fire detector check without authorization to obtain water and without paying the full lawful charge of the water. This bill contains other related provisions and other existing laws.

Position

Support -
Coalition

SB 454

(McNerney D) State Water Resources Control Board: PFAS Mitigation Program.

(Amended: 4/8/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 4/21/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Existing law designates the State Water Resources Control Board as the agency responsible for administering specific programs related to drinking water, including, among others, the California Safe Drinking Water Act and the Emerging Contaminants for Small or Disadvantaged Communities Funding Program. This bill would create the PFAS Mitigation Fund in the State Treasury and would authorize certain moneys in the fund to be expended by the state board, upon appropriation by the Legislature, for specified purposes. The bill would authorize the state board to seek out and deposit nonstate, federal, and private funds, require those funds to be deposited into the PFAS Mitigation Fund, and continuously appropriate the nonstate, federal, and private funds in the fund to the state board for specified purposes, thereby making an appropriation. The bill would authorize the state board to establish accounts within the PFAS Mitigation Fund. The bill would authorize the state board to expend moneys from the fund in the form of a grant, loan, or contract, or to provide assistance services to water suppliers and sewer system providers, as those terms are defined, for multiple purposes, including, among other things, to cover or reduce the costs for water suppliers associated with treating drinking water to meet the applicable state and federal maximum perfluoroalkyl and polyfluoroalkyl substances (PFAS) contaminant levels. The bill would require a water supplier or sewer system provider to include a clear and definite purpose for how the funds will be used to provide public benefits to their community related to safe drinking water, recycled water, or treated wastewater in order to be eligible to receive funds. The bill would require the state board, on or before July 1, 2027, to adopt guidelines to implement these provisions, as provided.

Position

Support -
Coalition

SB 466

(Caballero D) Drinking water: hexavalent chromium: civil liability: exemption.

(Amended: 5/1/2025 [html](#) [pdf](#))

Status: 5/19/2025-From committee: Be ordered to second reading pursuant to Senate Rule 28.8.

Location: 5/19/2025-S. SECOND READING**Calendar:** 5/23/2025 #4 SENATE SENATE BILLS - SECOND READING FILE

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. This bill would prohibit a public water system from being held liable in any civil action brought by an individual or entity that is not a governmental agency related to hexavalent chromium in drinking water while implementing and in compliance with a state board-approved hexavalent chromium maximum contaminant level (MCL) compliance plan, or during the period between when it has submitted a hexavalent chromium MCL compliance plan for approval to the state board and action on the proposed compliance plan by the state board is pending, except as specified.

PositionSupport -
Coalition**SB 496****(Hurtado D) Advanced Clean Fleets Regulation: appeals advisory committee: exemptions.** (Amended: 4/7/2025 [html](#) [pdf](#))**Status:** 5/16/2025-Set for hearing May 23.**Location:** 5/5/2025-S. APPR. SUSPENSE FILE**Calendar:** 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

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 governmental and nongovernmental entities. 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.

PositionSupport -
Coalition

Watch-Key

AB 12**(Wallis R) Low-carbon fuel standard: regulations.** (Introduced: 12/2/2024 [html](#) [pdf](#))**Status:** 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 2/18/2025)(May be acted upon Jan 2026)**Location:** 5/1/2025-A. 2 YEAR**Summary:** The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse

gases. The act requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emissions reductions to ensure that the statewide greenhouse gas emissions are reduced to at least 40% below the statewide greenhouse gas emissions limit, as defined, no later than December 31, 2030. Pursuant to the act, the state board has adopted the Low-Carbon Fuel Standard regulations. This bill would void specified amendments to the Low-Carbon Fuel Standard regulations adopted by the state board on November 8, 2024.

Position

Watch-Key

AB 21

(DeMaio R) Common interest developments: association management and meeting procedures. (Amended: 3/24/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was H. & C.D. on 3/24/2025)(May be acted upon Jan 2026)

Location: 5/1/2025-A. 2 YEAR

Summary: Existing law, the Davis-Stirling Common Interest Development Act, governs the management and operation of common interest by an association. If a provision of that act requires an association to deliver a document by "individual delivery" or "individual notice," the act requires the association to deliver that document in accordance with the preferred delivery method specified by the member. Existing law also requires the board of an association to provide general notice of a proposed rule change at least 28 days before making the rule change, in accordance with certain procedures. This bill would revise the above-described rule change provision to require the board to provide individual notice pursuant to the above-described provision governing document delivery. This bill contains other related provisions and other existing laws.

Position

Watch-Key

AB 26

(DeMaio R) Eliminate the Politicians' Perks Act of 2025. (Introduced: 12/2/2024 [html](#) [pdf](#))

Status: 5/8/2025-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 12/2/2024)(May be acted upon Jan 2026)

Location: 5/8/2025-A. 2 YEAR

Summary: The Political Reform Act of 1974 establishes the Fair Political Practices Commission and imposes various restrictions on public officials for the purpose of avoiding conflicts of interests. This bill would state the intent of the Legislature to enact legislation that holds elected officials accountable by prohibiting Members of the Legislature from accepting gifts or trading in individual stock, imposing a lifetime lobbying ban, eliminating exemptions for the Legislature from labor, workplace, and public record laws, and eliminating government pensions for local elected officials.

Position

Watch-Key

AB 34

(Patterson R) Air pollution: regulations: consumer costs: review. (Amended: 3/13/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 2/3/2025)(May be acted upon Jan 2026)

Location: 5/1/2025-A. 2 YEAR

Summary: The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include in its regulation of those emissions the use of market-based compliance mechanisms. Pursuant to the act, the state board has adopted the California Greenhouse Gas Cap-and-Trade Program to reduce emissions of greenhouse gases by applying a greenhouse gas allowance budget to specified entities and providing a trading mechanism for achieving compliance, as provided. The act requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emissions reductions to ensure that the statewide greenhouse gas emissions are reduced to at least 40% below the statewide greenhouse gas emissions limit, as defined, no later than December 31, 2030. Pursuant to the act, the state board has adopted the Low Carbon Fuel Standard regulations to reduce the carbon intensity of transportation fuels used in California, as specified. This bill would prohibit the state board from adopting any standard, regulation, or rule that affects the Low Carbon Fuel Standard or the California Greenhouse Gas Cap-and-Trade Program until the Legislative Analyst has analyzed the cost to the consumer of the proposed standard, regulation, or rule, as specified, and submitted its analysis to the Legislature.

Position

Watch-Key

[AB 89](#)**([Sanchez R](#)) Interscholastic sports: gender equity.** (Introduced: 1/6/2025 [html](#) [pdf](#))**Status:** 5/8/2025-Failed Deadline pursuant to Rule 61(a)(3). (Last location was A.,E.,S., & T. on 2/3/2025)(May be acted upon Jan 2026)**Location:** 5/8/2025-A. 2 YEAR

Summary: Existing law recognizes the California Interscholastic Federation ("CIF") to be a voluntary organization that consists of school and school-related personnel with responsibility for administering interscholastic athletic activities in secondary schools. Existing law requires the CIF to report, as provided, to the appropriate policy committees of the Legislature and the Governor on its goals and objectives with regard to, and the status of, among other things, gender equity in interscholastic athletics, including, but not limited to, the number of male and female pupils participating in interscholastic athletics in secondary schools, and actions it has taken in order to ensure compliance with Title IX of the federal Education Amendments of 1972. This bill would require the CIF to amend its constitution, bylaws, and policies to prohibit a pupil whose sex was assigned male at birth from participating on a girls' interscholastic sports team.

PositionWatch-Key

[AB 93](#)**([Papan D](#)) Water resources: demands: data centers.** (Amended: 5/5/2025 [html](#) [pdf](#))**Status:** 5/14/2025-In committee: Set, first hearing. Referred to suspense file.**Location:** 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law establishes the State Energy Resources Conservation and Development Commission with various responsibilities with respect to developing and implementing the state's energy policies. Existing law establishes the Department of Water Resources within the Natural Resources Agency and prescribes the powers and responsibilities of the department. This bill would require the department and the commission to develop guidelines and best practices, as specified, to maximize the use of natural resources to address the developing and emerging needs of technology in California that are consistent with urban water use objectives, as provided, and specified federal law. This bill contains other related provisions and other existing laws.

PositionWatch-Key

[AB 241](#)**([Tangipa R](#)) Wildfire and Vegetation Management Voluntary Tax Contribution Fund.**(Introduced: 1/14/2025 [html](#) [pdf](#))**Status:** 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was REV. & TAX on 2/10/2025)(May be acted upon Jan 2026)**Location:** 5/1/2025-A. 2 YEAR

Summary: Existing law allows an individual taxpayer to contribute amounts in excess of their personal income tax liability for the support of specified funds and accounts, including, among others, to the Native California Wildlife Rehabilitation Voluntary Tax Contribution Fund. This bill would also allow an individual to designate on their tax return that a specified amount in excess of their tax liability be transferred to the continuously appropriated Wildfire and Vegetation Management Voluntary Tax Contribution Fund, which would be created by this bill. The bill would require the Franchise Tax Board to revise the tax return form to include a space for the designation of contributions to the fund when another voluntary designation is removed from the form or there is space, whichever occurs first. By establishing a new continuously appropriated fund, this bill would make an appropriation.

PositionWatch-Key

[AB 267](#)**([Macedo R](#)) Greenhouse Gas Reduction Fund: high-speed rail: water infrastructure and wildfire prevention.** (Introduced: 1/17/2025 [html](#) [pdf](#))**Status:** 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was TRANS. on 2/18/2025)(May be acted upon Jan 2026)**Location:** 5/1/2025-A. 2 YEAR

Summary: The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include in its regulation of those emissions the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund.

Existing law continuously appropriates 25% of the annual proceeds of the fund to the High-Speed Rail Authority for certain purposes. This bill would suspend the appropriation to the High-Speed Rail Authority for the 2026–27 and 2027–28 fiscal years and would instead require those amounts from moneys collected by the state board to be transferred to the General Fund. The bill would specify that the transferred amounts shall be available, upon appropriation by the Legislature, to augment funding for water infrastructure and wildfire prevention.

Position

Watch-Key

[AB 269](#) (Bennett D) Dam Safety and Climate Resilience Local Assistance Program.(Introduced: 1/17/2025 [html](#) [pdf](#))**Status:** 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was W.,P. & W. on 2/10/2025)(May be acted upon Jan 2026)**Location:** 5/1/2025-A. 2 YEAR

Summary: Existing law provides for the regulation and supervision of dams and reservoirs by the state, and requires the Department of Water Resources, under the police power of the state, to supervise the construction, enlargement, alteration, repair, maintenance, operation, and removal of dams and reservoirs for the protection of life and property, as prescribed. Existing law requires the department to, upon appropriation by the Legislature, develop and administer the Dam Safety and Climate Resilience Local Assistance Program to provide state funding for repairs, rehabilitation, enhancements, and other dam safety projects at existing state jurisdictional dams and associated facilities that were in service prior to January 1, 2023, subject to prescribed criteria. This bill would include the removal of project facilities as additional projects eligible to receive funding under the program.

Position

Watch-Key

[AB 270](#) (Petrie-Norris D) Department of Forestry and Fire Protection: autonomous firefighting pilot project. (Amended: 5/5/2025 [html](#) [pdf](#))**Status:** 5/14/2025-In committee: Set, first hearing. Referred to suspense file.**Location:** 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law requires the Department of Forestry and Fire Protection, in accordance with a plan approved by the State Board of Forestry and Fire Protection, to, among other things, provide fire prevention and firefighting implements and apparatus and organize fire crews and patrols, as provided. This bill would require the Department of Forestry and Fire Protection to establish a pilot project to assess whether a firefighting helicopter equipped with autonomous aerial suppression technology can be transitioned into operational use in the State of California. The bill would also require the department to invite local, state, tribal, and federal fire agencies to participate in those familiarization and training activities. The bill would require the department to convene, within 60 days of completion of the pilot project, or January 1, 2029, whichever comes first, leading fire professionals in California to assess the performance of the pilot project and, if the pilot project meets its objectives, determine how to incorporate autonomous aerial suppression technology into existing state wildfire mitigation efforts. The bill would require an operator of autonomous aerial suppression technology that is part of the pilot project and that is required to submit reports to local or federal agencies about autonomous aerial suppression technology to also provide those reports to the department and the Legislature, as provided. The bill would include related legislative findings.

Position

Watch-Key

[AB 273](#) (Sanchez R) Greenhouse Gas Reduction Fund: high-speed rail: infrastructure improvements. (Introduced: 1/21/2025 [html](#) [pdf](#))**Status:** 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was TRANS. on 2/18/2025)(May be acted upon Jan 2026)**Location:** 5/1/2025-A. 2 YEAR

Summary: The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include in its regulation of those emissions the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund. Existing law continuously appropriates 25% of the annual proceeds of the fund to the High-Speed

Rail Authority for certain purposes. This bill would eliminate the continuous appropriation of 25% of the annual proceeds of the Greenhouse Gas Reduction Fund to the High-Speed Rail Authority on June 30, 2026. The bill, beginning with the 2026–27 fiscal year, would instead require 25% of the annual proceeds of the Greenhouse Gas Reduction Fund to be transferred to the General Fund and for those moneys, upon appropriation, to be used to augment funding provided to local governments to improve infrastructure.

Position

Watch-Key

AB 275 (Petrie-Norris D) Office of Emergency Services: wildfire aerial response program.

(Amended: 4/23/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was U. & E. on 4/24/2025)(May be acted upon Jan 2026)

Location: 5/1/2025-A. 2 YEAR

Summary: Existing law, the California Emergency Services Act, establishes the Office of Emergency Services in the office of the Governor, with specified powers and duties relative to coordinating emergency services. Existing law requires the Office of Emergency Services to enter into a joint powers agreement with the Department of Forestry and Fire Protection to develop and administer a comprehensive wildfire mitigation program, as specified. This bill would require the Office of Emergency Services, in consultation with the Department of Forestry and Fire Protection, to establish, on or before December 31, 2026, a working group to evaluate and develop recommendations for implementing a wildfire aerial response program to provide year-round, 24 hours per day, 7 days per week, rapid aerial suppression capabilities. The bill would require the working group to consider specified elements to ensure effective statewide aerial wildfire suppression and to develop recommendations, including whether the program should be implemented as a pilot program, a full-scale statewide initiative, or if implementation is not recommended based on feasibility findings. The bill would require the Director of Emergency Services, in consultation with the department, to appoint members to the working group who are familiar with wildfire aviation response programs, as provided. The bill would require the working group to report its findings and implementation recommendations to the Assembly Committee on Emergency Management and the Senate Committee on Governmental Organization on or before December 31, 2027, as provided.

Position

Watch-Key

AB 295 (Macedo R) California Environmental Quality Act: environmental leadership development projects: water storage, water conveyance, and groundwater recharge projects: streamlined review. (Introduced: 1/23/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 2/10/2025)(May be acted upon Jan 2026)

Location: 5/1/2025-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 the lead agency 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 establishes a procedure by which a person may seek judicial review of the decision of the lead agency made pursuant to CEQA. The Jobs and Economic Improvement Through Environmental Leadership Act of 2021 authorizes the Governor, until January 1, 2032, to certify environmental leadership development projects that meet specified requirements for certain streamlining benefits related to CEQA. The act, among other things, requires a lead agency to prepare the record of proceedings for an environmental leadership development project, as provided, and to provide a specified notice within 10 days of the Governor certifying the project. The act is repealed by its own term on January 1, 2034. This bill would extend the application of the act to water storage projects, water conveyance projects, and groundwater recharge projects that provide public benefits and drought preparedness. Because a lead agency would be required to prepare the record of proceedings for water storage projects, water conveyance projects, and groundwater recharge projects pursuant to the act, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

Position

Watch-Key

[AB 307](#) (Petrie-Norris D) Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: Department of Forestry and Fire Protection: fire camera mapping system. (Introduced: 1/23/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 2/10/2025)(May be acted upon Jan 2026)

Location: 5/1/2025-A. 2 YEAR

Summary: The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, approved by the voters as Proposition 4 at the November 5, 2024, statewide general election, authorized the issuance of bonds in the amount of \$10,000,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate-smart, sustainable, and resilient farms, ranches, and working lands, park creation and outdoor access, and clean air programs. Of these funds, the act makes available \$1,500,000,000, upon appropriation by the Legislature, for wildfire prevention, including, among other things, by making \$25,000,000 available, upon appropriation by the Legislature, to the Department of Forestry and Fire Protection for technologies that improve detection and assessment of new fire ignitions. This bill would require, of the \$25,000,000 made available to the department, \$10,000,000 be allocated for purposes of the ALERTCalifornia fire camera mapping system.

Position

Watch-Key

[AB 339](#) (Ortega D) Local public employee organizations: notice requirements.

(Introduced: 1/28/2025 [html](#) [pdf](#))

Status: 4/9/2025-In committee: Set, first hearing. Referred to APPR. suspense file.

Location: 4/9/2025-A. APPR. SUSPENSE FILE

Summary: Existing law, the Meyers-Milias-Brown Act, contains various provisions that govern collective bargaining of local represented employees and delegates jurisdiction to the Public Employment Relations Board to resolve disputes and enforce the statutory duties and rights of local public agency employers and employees. Existing law requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations. Existing law requires the governing body of a public agency, and boards and commissions designated by law or by the governing body, to give reasonable written notice, except in cases of emergency, as specified, to each recognized employee organization affected of any ordinance, rule, resolution, or regulation directly relating to matters within the scope of representation proposed to be adopted by the governing body or the designated boards and commissions. This bill would require the governing body of a public agency, and boards and commissions designated by law or by the governing body of a public agency, to give the recognized employee organization no less than 120 days' written notice before issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization. The bill would require the notice to include specified information, including the anticipated duration of the contract. The bill would also require the public agency, if an emergency or other exigent circumstance prevents the public agency from providing the written notice described above, to provide as much advance notice as is practicable under the circumstances. If the recognized employee organization demands to meet and confer within 30 days of receiving the written notice, the bill would require the public agency and recognized employee organization to promptly meet and confer in good faith, as specified. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

Position

Watch-Key

[AB 372](#) (Bennett D) Office of Emergency Services: state matching funds: water system infrastructure improvements. (Amended: 4/21/2025 [html](#) [pdf](#))

Status: 5/14/2025-In committee: Set, first hearing. Referred to suspense file.

Location: 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law establishes, within the office of the Governor, the Office of Emergency Services (OES), under the direction of the Director of Emergency Services. Existing law charges the OES with coordinating various emergency activities within the state. The California Emergency Services Act, contingent upon an appropriation by the Legislature, requires the OES to enter into a joint powers agreement pursuant to the Joint Exercise of Powers Act with the Department of

Forestry and Fire Protection to develop and administer a comprehensive wildfire mitigation program relating to structure hardening and retrofitting and prescribed fuel modification activities. Existing law authorizes the joint powers authority to establish financial assistance limits and matching funding or other recipient contribution requirements for the program, as provided. This bill, contingent on funding being appropriated pursuant to a specified bond act, would establish the Rural Water Infrastructure for Wildfire Resilience Program within the OES for the distribution of state matching funds to urban wildland interface communities, as defined, in designated high fire hazard severity zones or very high fire hazard severity zones to improve water system infrastructure, as prescribed. The bill would require the OES to work in coordination with the Department of Water Resources, the State Water Resources Control Board, the Office of the State Fire Marshal, and other state entities as the OES determines to be appropriate, to achieve the purposes of the program. The bill would require the OES to develop criteria and a scoring methodology to prioritize the distribution of state matching funds provided under the program to rural communities based upon specified criteria.

Position

Watch-Key

[AB 428](#) ([Rubio, Blanca D](#)) **Joint powers agreements: water corporations. (Amended: 3/28/2025 [html](#) [pdf](#))****Status:** 5/14/2025-Referred to Coms. on L. GOV. and E., U & C.**Location:** 5/14/2025-S. L. GOV.

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 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, a mutual water company, and one or more public agencies to provide insurance, as specified, by a joint powers agreement. The bill would also authorize a water corporation, a mutual water company, and one or more public agencies to enter into a joint powers agreement for the purposes of risk pooling, as specified. The bill would prohibit the Public Utilities Commission from allowing a water corporation to join a joint powers agency for insurance coverage if there are no greater benefits to the customers of the water corporation than are provided by the water corporation's current insurance policy. The bill would require the joint powers agency to be 100% reinsured with no joint and several liability, no assessments, and no financial liability attributable to the participating members, as provided. If a water corporation enters into a joint powers agreement for the purposes of risk pooling, the bill would require the water corporation to submit an annual information filing to the Public Utilities Commission and the joint powers agency, as specified. This bill contains other existing laws.

Position

Watch-Key

[AB 430](#) ([Alanis R](#)) **State Water Resources Control Board: emergency regulations. (Amended: 5/1/2025 [html](#) [pdf](#))****Status:** 5/14/2025-In committee: Set, first hearing. Referred to suspense file.**Location:** 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law provides that an emergency regulation adopted by the State Water Resources Control Board following a Governor's proclamation of a state of emergency based on drought conditions, for which the board makes specified findings, may remain in effect for up to one year, as provided, and may be renewed if the board determines that specified conditions relating to precipitation are still in effect. This bill would require the board, within 180 days following a finding by the board that a nonfee emergency regulation is no longer necessary, as provided, to conduct a comprehensive economic study assessing the impacts of the regulation, as specified. The bill would require the board to make the study publicly available on its internet website no later than 30 days after completion.

Position

Watch-Key

[AB 514](#) ([Petrie-Norris D](#)) **Water: emergency water supplies. (Amended: 5/1/2025 [html](#) [pdf](#))****Status:** 5/14/2025-In committee: Set, first hearing. Referred to suspense file.**Location:** 5/14/2025-A. APPR. SUSPENSE FILE

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, but not mandate, the development of emergency water supplies by both local and regional water suppliers, as defined, and to support their use during times of drought or unplanned service or supply disruption, as provided.

Position

Watch-Key

AB 532 (Ransom D) Water rate assistance program. (Amended: 5/5/2025 [html](#) [pdf](#))

Status: 5/14/2025-In committee: Set, first hearing. Referred to suspense file.

Location: 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing federal law, the Consolidated Appropriations Act, 2021, among other things, requires the federal Department of Health and Human Services to carry out a Low-Income Household Drinking Water and Wastewater Emergency Assistance Program, which is also known as the Low Income Household Water Assistance Program, for making grants to states and Indian tribes to assist low-income households that pay a high proportion of household income for drinking water and wastewater services, as provided. Existing law requires the Department of Community Services and Development to administer the Low Income Household Water Assistance Program in this state, and to receive and expend moneys appropriated and allocated to the state for purposes of that program, pursuant to the above-described federal law. The Low Income Household Water Assistance Program was only operative until March 31, 2024. This bill would repeal the above-described requirements related to the Low Income Household Water Assistance Program. The bill would instead require, upon appropriation by the Legislature, the Department of Community Services and Development to establish and administer the California Low Income Household Water Assistance Program to provide water rate assistance to residential ratepayers of covered water systems, and urban retail water suppliers with a service area that is made up of at least 50% disadvantaged communities, as measured by population, as specified. This bill contains other related provisions and other existing laws.

Position

Watch-Key

AB 550 (Petrie-Norris D) The California Endangered Species Act: take of species: renewable electrical generation facilities. (Amended: 5/6/2025 [html](#) [pdf](#))

Status: 5/14/2025-In committee: Set, first hearing. Referred to suspense file.

Location: 5/14/2025-A. APPR. SUSPENSE FILE

Summary: The California Endangered Species Act prohibits the taking of an endangered, threatened, or candidate species, except as specified. Under the act, the Department of Fish and Wildlife may authorize the take of listed species by certain entities through permits or memorandums of understanding for specified purposes. The act allows take by permit if, among other things, the impact of the authorized take is fully minimized and mitigated. This bill would provide that if an at-risk species, as defined, becomes listed as an endangered, threatened, or candidate species, further authorization or approval shall not be required for a take of that species, if specified conditions are met, including that the potential listing of the at-risk species was anticipated in a permit previously issued by the department for incidental take caused by a renewable electrical generation facility. The bill would authorize the department, in partnership with a permit applicant for an incidental take caused by a renewable electrical generation facility, to develop a research project that evaluates specified factors. The bill would authorize a research project reviewed and approved by the department to contribute to a renewable electrical generation project's mitigation, as provided. The bill would require the department to report to the Legislature specified information, including among other things, a report on each at-risk species authorized for take, as provided.

Position

Watch-Key

AB 569 (Stefani D) California Public Employees' Pension Reform Act of 2013: exceptions: supplemental defined benefit plans. (Amended: 4/24/2025 [html](#) [pdf](#))

Status: 5/14/2025-In committee: Hearing postponed by committee.

Location: 5/5/2025-A. APPR.

Calendar: 5/21/2025 9 a.m. - 1021 O Street, Room 1100 ASSEMBLY APPROPRIATIONS, WICKS, BUFFY, Chair

Summary: Existing law, the California Public Employees' Pension Reform Act of 2013 (PEPRA), on and after January 1, 2013, requires a public retirement system, as defined, to modify its plan or plans to comply with PEPRA, as specified. Among other things, PEPRA prohibits a public employer from offering a defined benefit pension plan exceeding specified retirement formulas, requires new members of public retirement systems to contribute at least a specified amount of the normal cost, as defined, for their defined benefit plans, and prohibits an enhancement of a public employee's retirement formula or benefit adopted after January 1, 2013, from applying to service performed prior to the operative date of the enhancement. PEPRA prohibits a public employer from offering a supplemental defined benefit plan if the public employer did not do so before January 1, 2013, or, if it did, from offering that plan to an additional employee group after that date. This bill would authorize a public employer, as defined, to bargain over contributions for supplemental retirement benefits administered by, or on behalf of, an exclusive bargaining representative of one or more of the public employer's bargaining units, subject to the limitations specified above. This bill contains other existing laws.

Position

Watch-Key

[AB 620](#) ([Jackson D](#)) Medium- and Heavy-Duty Zero-Emission Vehicle Fleet Purchasing Assistance Program: rental vehicles. (Introduced: 2/13/2025 [html](#) [pdf](#))

Status: 4/30/2025-In committee: Set, first hearing. Referred to suspense file.

Location: 4/30/2025-A. APPR. SUSPENSE FILE

Summary: Existing law establishes the Air Quality Improvement Program that is administered by the State Air Resources Board for purposes of funding projects related to, among other things, the reduction of criteria air pollutants and improvement of air quality. Existing law establishes the Medium- and Heavy-Duty Zero-Emission Vehicle Fleet Purchasing Assistance Program (program) within the Air Quality Improvement Program to make financing tools and nonfinancial supports available to operators of medium- and heavy-duty vehicle fleets to enable those operators to transition their fleets to zero-emission vehicles. This bill, for any regulation adopted to develop or implement the program, or other regulations that are regarding the procurement or use of medium- and heavy-duty zero-emission vehicles by a public or private fleet, would require the state board to consider specified things, including, among other things, the environmental and supply chain benefits of renting medium- and heavy-duty zero-emission vehicles compared to procuring them.

Position

Watch-Key

[AB 874](#) ([Ávila Farías D](#)) Mitigation Fee Act: waiver of fees: affordable rental housing. (Introduced: 2/19/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was L. GOV. on 3/10/2025)(May be acted upon Jan 2026)

Location: 5/1/2025-A. 2 YEAR

Summary: Existing law, the Mitigation Fee Act, imposes certain requirements on a local agency that imposes a fee as a condition of approval of a development project that is imposed to provide for an improvement to be constructed to serve the development project, or a fee for public improvements, as specified. The act also regulates fees for development projects and fees for specific purposes, including water and sewer connection fees, among others. The act, among other things, requires local agencies to comply with various conditions when imposing fees, extractions, or charges as a condition of approval of a proposed development or development project. The act 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, except for utility service fees, as provided. This bill would require a local agency to waive fees or charges that are collected by a local agency to fund the construction of public improvements or facilities for residential developments subject to a regulatory agreement with a public entity, as provided, that includes certain income and affordability requirements. The bill would exclude from this requirement those fees or charges, as applicable, for the construction or reconstruction of school facilities or that cover the cost of code enforcement, inspection services, or other fees collected to pay for the cost of enforcement of local ordinances or state law.

Position

Watch-Key

[AB 1146](#) ([Papan D](#)) Water infrastructure: dams and reservoirs: water release: false pretenses. (Amended: 5/1/2025 [html](#) [pdf](#))

Status: 5/14/2025-In committee: Set, first hearing. Referred to APPR. suspense file.

Location: 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law provides for the regulation and supervision of dams and reservoirs exclusively by the state. This bill would prohibit the release of stored water from a reservoir in this state if the release is done under false pretenses, which the bill would define to mean a release of water from a reservoir in a manner that is knowingly, designedly, and intentionally under any false or fraudulent representation as to the purpose and intended use of the water. The bill would authorize the State Water Resources Control Board to issue an interim relief order, as specified, to a reservoir operator to prohibit the release of stored water in violation of the above-described prohibition. The bill would authorize the board to commence an interim relief proceeding on its own motion. The bill would make any person who violates these provisions civilly liable in an amount not to exceed \$10,000 for each day in which the violation occurs. The bill would also require these penalties to apply to the United States to the extent authorized under federal law, as specified.

Position

Watch-Key

AB 1295 (Patterson R) Public utilities: bills and notices: consolidation and transparency.

(Amended: 4/22/2025 [html](#) [pdf](#).)

Status: 5/14/2025-In committee: Set, first hearing. Referred to APPR. suspense file.

Location: 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations and gas corporations. Existing law authorizes the commission to fix the rates and charges for every public utility and requires that those rates and charges be just and reasonable. Existing law requires each electrical corporation and gas corporation to disclose on the billing statement of a residential customer certain information, including itemized components in the bill to identify state and local taxes, identification of delivery, generation, public purpose, and other charges, and the contact information for the commission's Consumer Affairs Branch. This bill would require the commission, on or before June 1, 2026, to evaluate all customer billing and noticing requirements existing on January 1, 2026, that apply to gas or electric utilities, and to identify and consider potential avenues to consolidate and enhance billing transparency, including avenues that clearly show the source and value of each charge within each customer's bill, as specified, and use the most cost-effective communications channels, as provided. The bill would authorize the commission to seek and consider input from utilities and other relevant stakeholders to inform its evaluation and identification and consideration of potential avenues to consolidate notices and enhance billing transparency.

Position

Watch-Key

AB 1319 (Schultz D) Protected species: California Endangered Species Act. (Amended: 5/6/2025

[html](#) [pdf](#).)

Status: 5/14/2025-In committee: Set, first hearing. Referred to APPR. suspense file.

Location: 5/14/2025-A. APPR. SUSPENSE FILE

Summary: Existing law makes it unlawful to take a bird, mammal, fish, reptile, or amphibian, except as authorized by law. This bill would make it unlawful for a person in California to transport, sell, offer for sale, possess with the intent to sell, receive, acquire, or purchase any fish, wildlife, or plant that was taken, possessed, transported, or sold in violation of any statute of the United States with regard to national or international trade of fish, wildlife, or plants in effect on January 19, 2025. The bill would make these provisions inoperative on December 31, 2031, and would repeal them on January 1, 2032. This bill contains other related provisions and other existing laws.

Position

Watch-Key

AB 1469 (Hart D) Disaster preparedness: public water systems. (Introduced: 2/21/2025 [html](#) [pdf](#).)

Status: 5/8/2025-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/21/2025)(May be acted upon Jan 2026)

Location: 5/8/2025-A. 2 YEAR

Summary: Existing law, the California Emergency Services Act, requires all public water systems, as defined, with 10,000 or more service connections to review and revise their disaster preparedness plans in conjunction with related agencies, including, but not limited to, local fire departments and the Office of Emergency Services to ensure that the plans are sufficient to address possible disaster scenarios. Existing law requires these public water systems to, following a declared state of emergency, furnish an assessment of their emergency response and recommendations to

the Legislature within 6 months after each disaster, and to implement the recommendations in a timely manner. Existing law requires the office to establish emergency response and recovery plans in coordination with these public water systems. This bill would make nonsubstantive changes to those provisions.

Position

Watch-Key

ACA 1

(Valencia D) Public finance. (Introduced: 12/2/2024 [html](#) [pdf](#))

Status: 1/29/2025-Introduced measure version corrected.

Location: 12/2/2024-A. PRINT

Summary: The California Constitution prohibits the total annual appropriations subject to limitation of the State and of each local government from exceeding the appropriations limit of the entity of government for the prior year adjusted for the change in the cost of living and the change in population. The California Constitution defines "appropriations subject to limitation" of the State for these purposes. This measure would change the 1.5% required transfer to an undetermined percentage of the estimated amount of General Fund revenues for that fiscal year. The measure would change the 10% limit on the balance in the Budget Stabilization Account to 20% of the amount of the General Fund proceeds of taxes for the fiscal year estimate, as specified. The measure would specify that funds transferred under these provisions to the Budget Stabilization Account do not constitute appropriations subject to the above-described annual appropriations limit. This bill contains other existing laws.

Position

Watch-Key

ACA 11

(Macedo R) California Water Resiliency Act. (Introduced: 3/24/2025 [html](#) [pdf](#))

Status: 3/25/2025-From printer. May be heard in committee April 24.

Location: 3/24/2025-A. PRINT

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, the California Water Resiliency Act, would require the Treasurer to annually transfer an amount equal to 1% of all state revenues from the General Fund to the Water Conveyance and Capacity Infrastructure 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 administering grants for the entitlement, repair, design, and construction of water infrastructure projects that will maintain or expand the availability of clean, safe drinking water for homes and businesses, and water for agricultural uses, consistent with area of origin water rights.

Position

Watch-Key

ACR 32

(Carrillo D) March4Water Month. (Introduced: 2/13/2025 [html](#) [pdf](#))

Status: 4/2/2025-From committee: Ordered to third reading.

Location: 4/2/2025-S. THIRD READING

Calendar: 5/23/2025 #133 SENATE ASSEMBLY BILLS - THIRD READING FILE

Summary: This measure would declare the month of March to be March4Water Month in California and would encourage all Californians to participate in activities and programs during March4Water Month to promote awareness, education, and actions that prioritize water as a vital resource for the state's future.

Position

Watch-Key

SB 31

(McNerney D) Water quality: recycled water. (Amended: 5/12/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 5/12/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: The Water Recycling Law generally provides for the use of recycled water. Existing law requires any person who, without regard to intent or negligence, causes or permits an unauthorized discharge of 50,000 gallons or more of recycled water in or on any waters of the state to immediately notify the appropriate regional water board. This bill would, for the purposes of the

above provision, redefine "recycled water" and provide that water discharged from a decorative body of water during storm events is not to be considered an unauthorized discharge if recycled water was used to restore levels due to evaporation. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 74

(Seyarto R) Office of Land Use and Climate Innovation: Infrastructure Gap-Fund Program. (Amended: 4/7/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 4/21/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Existing law establishes the Office of Land Use and Climate Innovation 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 authorizing a city or county to establish 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 for the development and construction of infrastructure projects, as defined, facing unforeseen costs after starting construction. The bill would authorize the office to provide funding for up to 20% of a project's additional projected cost, as defined, after the project has started construction, subject to specified conditions, including, among other things, that the local agency has allocated existing local tax revenue for at least 45% of the initially budgeted total cost of the infrastructure project. When applying to the program, the bill would require the local agency to demonstrate challenges with completing the project on time and on budget and how the infrastructure project helps meet state and local goals, as specified. 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 on January 1, 2030.

Position

Watch-Key

SB 90

(Seyarto R) Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: grants: improvements to public evacuation routes: mobile rigid water storage: electrical generators. (Amended: 3/12/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 5/5/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, approved by the voters as Proposition 4 at the November 5, 2024, statewide general election, authorized the issuance of bonds in the amount of \$10,000,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate-smart, sustainable, and resilient farms, ranches, and working lands, park creation and outdoor access, and clean air programs. The act makes \$135,000,000 available, upon appropriation by the Legislature, to the Office of Emergency Services for a wildfire mitigation grant program to provide, among other things, loans, direct assistance, and matching funds for projects that prevent wildfires, increase resilience, maintain existing wildfire risk reduction projects, reduce the risk of wildfires to communities, or increase home or community hardening. The act provides that eligible projects include, but are not limited to, grants to local agencies, state agencies, joint powers authorities, tribes, resource conservation districts, fire safe councils, and nonprofit organizations for structure hardening of critical community infrastructure, wildfire smoke mitigation, evacuation centers, including community clean air centers, structure hardening projects that reduce the risk of wildfire for entire neighborhoods and communities, water delivery system improvements for fire suppression purposes for communities in very high or high fire hazard areas, wildfire buffers, and incentives to remove structures that significantly increase hazard risk. This bill would include in the list of eligible projects grants to the above-mentioned entities for improvements to public evacuation routes in very high and high fire hazard severity zones, mobile rigid dip tanks, as defined, to support firefighting efforts, prepositioned mobile rigid

water storage, as defined, and improvements to the response and effectiveness of fire engines and helicopters. The bill would also include grants, in coordination with the Public Utilities Commission, to local agencies, state agencies, special districts, joint powers authorities, tribes, and nonprofit organizations for backup electrical generators for water reservoirs.

Position

Watch-Key

SB 224

(Hurtado D) Department of Water Resources: water supply forecasting.

(Amended: 3/26/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 4/7/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

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 January 1, 2027, to adopt a new water supply forecasting model and procedures that better address the effects of climate change and implement a formal policy and procedures for documenting the department's operational plans and the department's rationale for its operating procedures, including the department's rationale for water releases from reservoirs. The bill would also require the department to establish, and publish on the department's internet website, the specific criteria that it will employ to determine when its updated water supply forecasting model has demonstrated sufficient predictive capability to be ready for use in each of the watersheds. The bill would require the department, on or before January 1, 2028, and annually thereafter, to prepare and submit to the Legislature a report on its progress toward implementing the new forecasting model and to post the report on the department's internet website. The bill would also require the department, on or before January 1, 2028, and annually thereafter, to prepare and submit to the Legislature a report that explains the rationale for the department's operating procedures specific to the previous water year. The bill would require the department, commencing in 2027 and annually thereafter, to present specified information, including the department's operational decisions and its rationale for the state's water supply during the preceding water year, at 5 open and public meetings in specified locations. The bill would require the department to include the information presented at the meetings in a report, post the report on its internet website, and submit the report to the Legislature.

Position

Watch-Key

SB 231

(Seyarto R) California Environmental Quality Act: the Office of Land Use and Climate

Innovation: technical advisory. (Amended: 3/20/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 4/7/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

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 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. Under existing law, the recommendation, continuous evaluation, and execution of statewide environmental goals, policies, and plans are included within the scope of the executive functions of the Governor. Existing law establishes the Office of Land Use and Climate Innovation 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. This bill would require, on or before July 1, 2027, the Office of Land Use and Climate Innovation to consult with regional, local, state, and federal agencies to develop a technical advisory on thresholds of significance for greenhouse gas and noise pollution effects on the environment to assist local agencies. The bill would require the technical advisory to provide suggested thresholds of significance for all areas of the state, as specified, and would provide that lead agencies may elect to adopt these suggested thresholds of significance. The bill would also

require the Office of Land Use and Climate Innovation to post the technical advisory on its internet website.

Position

Watch-Key

SB 232

(Seyarto R) California Environmental Quality Act: guidelines: study.

(Amended: 3/20/2025 [html](#) [pdf](#))

Status: 5/16/2025-Set for hearing May 23.

Location: 4/7/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

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 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 the Office of Land Use and Climate Innovation, formerly named the Office of Planning and Research, to prepare and develop, and the Secretary of the Natural Resources Agency to certify and adopt, guidelines for the implementation of CEQA. The CEQA guidelines require a lead agency, immediately after deciding that an environmental impact report is required for a project, to send a notice of preparation stating that an environmental impact report will be prepared to the office and each responsible and trustee agency, as specified. This bill would require the office to conduct a study to, among other things, evaluate how locked-in guidelines could impact regulatory certainty for future project proponents, lead agencies, and stakeholders and assess how locked-in guidelines could affect the speed and efficiency of the environmental review process pursuant to CEQA. The bill would define "locked-in guidelines" as CEQA guidelines, that are in effect at the time of the first issuance of the notice of preparation for a project, that apply to the project throughout the course of the environmental review process pursuant to CEQA, regardless of changes in the guidelines that occur after the first issuance of the notice of preparation. The bill would require, on or before January 1, 2027, the office to submit a report to the Governor and the Legislature on the study. The bill would repeal these provisions on January 1, 2028.

Position

Watch-Key

SB 268

(Choi R) Income taxes: gross income exclusions: state of emergency: natural disaster settlements. (Amended: 5/7/2025 [html](#) [pdf](#))

Status: 5/19/2025-May 19 hearing: Placed on APPR. suspense file.

Location: 5/19/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: The Personal Income Tax Law and the Corporation Tax Law, in conformity with federal income tax law, generally defines gross income as income from whatever source derived, except as specifically excluded, and provides various exclusions from gross income. This bill, for taxable years beginning on or after January 1, 2025, and before January 1, 2030, would provide an exclusion from gross income for amounts received from a settlement entity, as defined, by a qualified taxpayer, as defined, to replace property that is located in a city or county in this state and that was damaged or destroyed by a disaster or accidental or human-caused event for which a state of emergency or local emergency, as defined, was proclaimed. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 280

(Cervantes D) Political Reform Act of 1974: prohibition on contributions in state and local government office buildings. (Amended: 4/10/2025 [html](#) [pdf](#))

Status: 4/22/2025-Read second time. Ordered to third reading.

Location: 4/22/2025-S. THIRD READING

Calendar: 5/23/2025 #44 SENATE SENATE BILLS -THIRD READING FILE

Summary: The Political Reform Act of 1974 comprehensively regulates political campaigns, including campaign contributions. The act prohibits the receipt, delivery, or attempted delivery of a

contribution in the State Capitol, any state office building, or any office for which the state pays the majority of the rent other than a legislative district office. This bill would expand that prohibition to apply to local government office buildings and offices for which the state or a local government pays rent. The bill would also eliminate the exception for legislative district offices. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 470

(Laird D) Bagley-Keene Open Meeting Act: teleconferencing. (Amended: 4/10/2025 [html](#) [pdf](#))

Status: 4/29/2025-Read second time. Ordered to third reading.

Location: 4/29/2025-S. THIRD READING

Calendar: 5/23/2025 #63 SENATE SENATE BILLS -THIRD READING FILE

Summary: Existing law, the Bagley-Keene Open Meeting Act, requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend any meeting of a state body. The act authorizes meetings through teleconference subject to specified requirements, including, among others, that the state body post agendas at all teleconference locations, that each teleconference location be identified in the notice and agenda of the meeting or proceeding, that each teleconference location be accessible to the public, that the agenda provide an opportunity for members of the public to address the state body directly at each teleconference location, and that at least one member of the state body be physically present at the location specified in the notice of the meeting. This bill would instead repeal these provisions on January 1, 2030.

Position

Watch-Key

SB 474

(Niello R) State Air Resources Board: regulatory authority: revocation.

(Introduced: 2/19/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was E.Q. on 2/26/2025) (May be acted upon Jan 2026)

Location: 5/1/2025-S. 2 YEAR

Summary: Existing law designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases that cause global warming in order to reduce emissions of greenhouse gases, and confers the state board various regulatory authorities, including the authority to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions, as specified. This bill would revoke all authority of the state board to adopt, revise, or repeal regulations and would declare that any law granting authority to or requiring the state board to adopt, revise, or repeal regulations, or take an action that requires exercising regulatory authority, instead be read as only authorizing the state board to provide advice and propose measures to the Legislature for statutory enactment. The bill would require the state board to, as necessary, provide advice and propose measures to the Legislature for statutory enactment regarding its duties, as provided. The bill would declare that it does not invalidate or repeal any regulation adopted by the state board before January 1, 2026.

Position

Watch-Key

SB 614

(Stern D) Carbon dioxide transport. (Amended: 5/5/2025 [html](#) [pdf](#))

Status: 5/19/2025-May 19 hearing: Placed on APPR. suspense file.

Location: 5/19/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200 SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Under the Elder California Pipeline Safety Act of 1981, the State Fire Marshal exercises safety regulatory jurisdiction over intrastate pipelines used for the transportation of hazardous or highly volatile liquid substances. The act imposes various requirements in relation to the regulation of these intrastate pipelines. A person who willfully and knowingly violates the act or a regulation adopted pursuant to the act is, upon conviction, subject to a fine, imprisonment, or both a fine and imprisonment, as provided. This bill would expand the regulation of intrastate pipelines under the act to intrastate pipelines used for the transportation of carbon dioxide by revising the definition of "pipeline" for purposes of the act to also include intrastate pipelines used for the transportation of carbon dioxide. The bill would require the State Fire Marshal, by April 1, 2026, to adopt regulations to regulate the transportation of carbon dioxide by a pipeline, with safety standards that, at a minimum, meet the standards proposed by certain draft federal regulations proposed by the federal

Pipeline and Hazardous Materials Safety Administration. The bill would require the regulations to require a project applicant to demonstrate that the transportation of carbon dioxide in a pipeline complies with certain state laws. The bill would require the regulations to require pipelines permitted to transport carbon dioxide to be newly constructed and not converted from existing pipelines. The bill would authorize the State Fire Marshal to require additional safety standards, as specified. The bill would authorize the State Fire Marshal to require an operator of a pipeline transporting carbon dioxide to cease operation of the pipeline if the operator is found to be in violation of the specified requirements or if continued pipeline operations present an immediate danger to the health, welfare, or the environment. Because a violation of the above provisions would be a crime, this bill would impose a state-mandated local program. The bill would require the State Fire Marshal, at least once every 5 years, to assess the additional safety standards and to amend the regulations to increase the safety standards. The bill would require the State Fire Marshal to establish, until January 1, 2036, the Carbon Dioxide Pipeline Safety Advisory Committee, as provided, for purpose of providing the State Fire Marshal with recommendations regarding additional safety standards for pipelines transporting carbon dioxide, informing local agencies and pipeline operators transporting carbon dioxide of changes in applicable laws and regulations affecting the operating of pipelines, and reviewing proposed carbon dioxide pipeline safety regulations. The bill would provide that to be recognized by the state board for meeting any requirement under the California Global Warming Solutions Act of 2006, carbon dioxide transported by pipeline is to be transported only by pipelines meeting or exceeding the standards adopted by the State Fire Marshal. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 682

(Allen D) Environmental health: product safety: perfluoroalkyl and polyfluoroalkyl substances. (Amended: 5/6/2025 [html](#) [pdf](#))

Status: 5/19/2025-May 19 hearing: Placed on APPR. suspense file.

Location: 5/19/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Existing law requires the Department of Toxic Substances Control, on or before January 1, 2029, to adopt regulations to enforce specified covered perfluoroalkyl and polyfluoroalkyl substances (PFAS) restrictions, which include prohibitions on the distribution, sale, or offering for sale of certain products that contain specified levels of PFAS. Existing law requires the department, on and after July 1, 2030, to enforce and ensure compliance with those provisions and regulations, as provided. Existing law requires manufacturers of these products, on or before July 1, 2029, to register with the department, to pay a registration fee to the department, and to provide a statement of compliance certifying compliance with the applicable prohibitions on the use of PFAS to the department, as specified. Existing law authorizes the department to test products and to rely on third-party testing to determine compliance with prohibitions on the use of PFAS, as specified. Existing law requires the department to issue a notice of violation for a product in violation of the prohibitions on the use of PFAS, as provided. Existing law authorizes the department to assess an administrative penalty for a violation of these prohibitions and authorizes the department to seek an injunction to restrain a person or entity from violating these prohibitions, as specified. This bill would, on and after January 1, 2027, prohibit a person from distributing, selling, or offering for sale a cleaning product, cookware, dental floss, juvenile product, food packaging, or ski wax, as provided, that contains intentionally added PFAS, as defined, except for previously used products and as otherwise preempted by federal law. This bill would, on and after January 1, 2040, prohibit a person from distributing, selling, or offering for sale certain products that contain intentionally added PFAS, including, but not limited to, refrigerants, solvents, propellants, and clean fire suppressants, as specified, unless the department has determined 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. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 707

(Durazo D) Open meetings: meeting and teleconference requirements.

(Amended: 4/7/2025 [html](#) [pdf](#))

Status: 5/6/2025-Read second time. Ordered to third reading.

Location: 5/6/2025-S. THIRD READING

Calendar: 5/23/2025 #78 SENATE SENATE BILLS -THIRD READING FILE

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. This bill would, until January 1, 2030, require a city council or a county board of supervisors to comply with additional meeting requirements, including that all open and public meetings include an opportunity for members of the public to attend via a 2-way telephonic service or a 2-way audiovisual platform, as defined, that a system is in place for requesting and receiving interpretation services for public meetings, as specified, and that the city council or county board of supervisors encourage residents to participate in public meetings, as specified. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 724 **(Richardson D) Public housing: lead testing.** (Amended: 5/5/2025 [html](#) [pdf](#))

Status: 5/19/2025-May 19 hearing: Placed on APPR. suspense file.

Location: 5/19/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Existing law prohibits a person from using any pipe, pipe or plumbing fitting or fixture, solder, or flux that is not lead free in the installation or repair of any public water system or any plumbing in a facility providing water for human consumption, except when necessary for the repair of leaded joints of cast iron pipes. Existing law requires a community water system to compile an inventory of known lead user service lines in use in its distribution system and identify areas that may have lead user service lines in use in its distribution system, as provided. This bill would require the owner of a public housing unit that is owned or managed by a city, county, city and county, or city, county, or city and county housing authority, to provide information to the residents of the public housing unit regarding any applicable existing program that offers free testing of the water for lead. Because a local government would be required to provide a higher level of service by implementing its provisions, this bill would impose a state-mandated local program. This bill contains other existing laws.

Position

Watch-Key

SB 732 **(Ochoa Bogh R) Emergency backup generators: critical facilities: exemptions.**

(Introduced: 2/21/2025 [html](#) [pdf](#))

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was E.Q. on 3/12/2025) (May be acted upon Jan 2026)

Location: 5/1/2025-S. 2 YEAR

Summary: Existing law imposes various limitations on emissions of air contaminants for the control of air pollution from vehicular and nonvehicular sources. Existing law generally designates air pollution control and air quality management districts with the primary responsibility for the control of air pollution from all sources other than vehicular sources. Existing law requires the State Air Resources Board to identify toxic air contaminants that are emitted into the ambient air of the state and to establish airborne toxic control measures to reduce emissions of toxic air contaminants from nonvehicular sources. This bill would require an air district without a specified rule on emergency backup generators, as defined, as of January 1, 2026, that adopts such a rule to include in the rule provisions that allow the operator of a critical facility, as defined, to use a permitted emergency backup generator in exceedance of the applicable runtime and testing and maintenance limits if specified conditions are met. The bill would require a critical facility allowed to exceed applicable limits under a rule adopted pursuant to that provision to attest to and provide evidence of having taken demonstrable steps toward implementing the use of backup power technologies that meet or exceed emission standards set by the state board. By adding to the duties of air districts, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

Position

Watch-Key

SB 769 **(Caballero D) The Golden State Infrastructure Corporation Act.** (Amended: 5/1/2025 [html](#) [pdf](#))

Status: 5/19/2025-May 19 hearing: Placed on APPR. suspense file.

Location: 5/19/2025-S. APPR. SUSPENSE FILE

Calendar: 5/23/2025 Upon adjournment of Session - 1021 O Street, Room 2200
SENATE APPROPRIATIONS SUSPENSE, CABALLERO, ANNA, Chair

Summary: Existing law, the Bergeson-Peace Infrastructure and Economic Development Bank Act, authorizes the California Infrastructure and Economic Development Bank, governed by a board of

directors, to make loans, issue bonds, and provide other financial assistance for various types of infrastructure and economic development projects. Existing law establishes the California Infrastructure and Economic Development Bank Fund, a continuously appropriated fund, to support the bank. This bill would enact the Golden State Infrastructure Corporation Act and would establish the Golden State Infrastructure Corporation, within the State Treasurer's Office, as a not-for-profit corporation for the purpose of administering the act and financing infrastructure projects. The bill would require the corporation to be governed by a board of directors, with a prescribed membership, and would require the business and affairs of the corporation to be managed by an executive director appointed by the Treasurer. This bill would prescribe the powers and duties of the corporation, including entering into financing transactions, borrowing money or issuing bonds, and setting and charging fees for obtaining financing from the corporation. Under the bill, the state would not in any way be liable for any obligation of the corporation, and the corporation would not be required to pay any taxes, except as provided. The bill would require the corporation, not later than January 1 of each year, to submit to the Governor, the Legislature, and the Legislative Analyst's Office a report for the preceding fiscal year containing information on the infrastructure corporation fund and the corporation's activities, including specified information. This bill contains other related provisions and other existing laws.

Position

Watch-Key

Total Measures: 60**Total Tracking Forms: 60**

5/20/2025 2:43:05 PM



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, Water Policy Manager
DATE: May 28, 2025
SUBJECT: Orange County Update

RECOMMENDATION

Receive 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.). At the Board's May 28, 2025, meeting, Mesa Water staff will provide a verbal report on any actionable, relevant and/or timely issues.

FINANCIAL IMPACT

In Fiscal Year 2025, \$445,000 is budgeted for Water Policy Support Services; \$320,175 has been spent to date.

ATTACHMENTS

None.

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
N/A	

Fred R. Bockmiller, P.E.

Meetings Attended

Reimbursement Date:	Description, Date
N/A	

Marice H. DePasquale

Meetings Attended

Reimbursement Date:	Description, Date
N/A	

Shawn Dewane

Meetings Attended

Reimbursement Date:	Description, Date
4/14/25	Mesa Water Education Center Event, 3/28
4/14/25	Mesa Water Employee Event, 4/1
4/14/25	Meeting with General Manager, 4/4
4/14/25	Meeting with Director, 4/7
4/14/25	Meeting with Director, 4/14

James R. Fisler

Meetings Attended

Reimbursement Date:	Description, Date
4/14/25	Midway City Sanitary Board Meeting, 3/18
4/14/25	MWDOC Board Meeting, 3/19
4/14/25	MWDOC Water Policy Forum, 3/20
4/14/25	Surfside Colony Board Meeting, 3/24
4/14/25	Sunset Beach Sanitary District Board Meeting, 4/10
4/14/25	Orange County Water District Board Meeting, 4/16



BOARD OF DIRECTORS

Marice H. DePasquale

President, Division III

Shawn Dewane

Vice President, Division V

Jim Atkinson

Director, Division IV

Fred R. Bockmiller, P.E.

Director, Division I

James R. Fisler

Director, Division II

DATE POSTED

May 22, 2025

NOTICE OF A REGULAR BOARD MEETING

The Board of Directors of the Mesa Water District will hold a Regular Board Meeting at 4:30 p.m. on May 28, 2025 at the District Offices at 1965 Placentia Avenue, Costa Mesa, California, in the Boardroom.

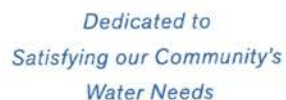
A handwritten signature in blue ink that reads 'Denise Khalifa'.

Denise Khalifa
District Secretary

Providing an abundance of **local, reliable, clean, safe** water.

1965 Placentia Avenue Costa Mesa, CA 92627

MesaWater.org



Please sign in:

Alejandra Garcia
Josh Portwood

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A decorative header featuring a purple wavy line on a background of horizontal lines. The wavy line is composed of several overlapping, semi-transparent purple shapes that create a continuous, flowing pattern. The background consists of a series of horizontal lines, with the top line being a darker purple and the subsequent lines being a lighter, more transparent purple. The overall effect is a clean, modern, and visually appealing header design.