

AGENDA

EAST ORANGE COUNTY WATER DISTRICT  
(EOCWD)

Thursday, December 15, 2011

5:00 p.m.

1. **Call Meeting to Order and Pledge of Allegiance – President VanderWerff**
2. **Public Communications to the Board**
3. **Addition of Items Arising After Posting of Agenda**
4. **General Manager's Report (Exhibit "A")**

**Recommended Motion:** "THAT THE GENERAL MANAGER'S REPORT BE RECEIVED AND FILED"

5. **Approval of Minutes of November 17, 2011 Meeting (Exhibit "B")**
6. **Operation, Management and Construction Matters**

- A. **Field services intern position and part-time office assistant position (Exhibit "C")**

**Recommended Motion:** "THAT THE ADDITION OF A PART-TIME DISTRIBUTION SYSTEM INTERN POSITION THROUGH THE SANTIAGO CANYON COLLEGE WATER UTILITIES SCIENCE PROGRAM FOR THE PERIOD FROM JANUARY 23, 2012 THROUGH JUNE 30, 2012, AT AN ESTIMATED COST OF \$3,120 AND THE ADDITION OF A PART-TIME OFFICE ASSISTANT POSITION FOR THE PERIOD FROM JANUARY 2, 2012 THROUGH JUNE 30, 2012, AT AN ESTIMATED COST OF \$3,146, BE APPROVED AND THAT TRANSFERS OF APPROXIMATELY \$3,133, EACH, FROM THE WHOLESALE AND RETAIL RCI FUNDS BE APPROVED TO FUND THE ADDED POSITIONS"

- B. **Revised 2011 Retail Zone System Improvements Phase II project final cost (Exhibit "D")**

**Recommended Motion:** "APPROVE REVISED FINAL CONTRACT AMOUNT FOR THE 2011 RETAIL ZONE SYSTEM IMPROVEMENTS PHASE II CONTRACTS"

- C. District population report (Exhibit "E")

**Recommended Motion:** "THAT THE POPULATION INFORMATION BE RECEIVED AND FILED"

- D. Recognition of employee accomplishments (Exhibit "F")

- E. Water demand status report (Exhibit "G")

## 7. **Financial Matters**

- A. Approval of schedules of disbursements (Exhibit "H")

**Recommended Motion:** "THAT THE SCHEDULES OF DISBURSEMENTS BE APPROVED IN THE AMOUNTS SET FORTH BY THE TREASURER"

- B. Report on investments/ ratification of investment activity (Exhibit "I")

**Recommended Motion:** "THAT THE SCHEDULES OF INVESTMENTS BE RATIFIED AND APPROVED"

- C. Receipt and filing of financial statements (September 30) – (Exhibit "J")

**Recommended Motion:** "THAT THE FINANCIAL STATEMENTS BE RECEIVED AND FILED"

- D. Presentation of audited financial statements – fiscal year ended June 30, 2011 (Exhibit "K")

**Recommended Motion:** "THAT THE AUDITED FINANCIAL STATEMENTS AND MANAGEMENT LETTER FOR THE FISCAL YEAR ENDED JUNE 30, 2011 BE RECEIVED AND FILED"

## 8. **Miscellaneous Matters**

- A. Reports from committees and representatives to organizations

- B. Directors' reports on meetings attended

- C. Letter to Serrano Water District – appreciation re accounting services (Exhibit "L")

## 9. **Informational Items**

**10. Adjournment**

The scheduled date of the next Regular Meeting of the Board of Directors is **January 19, 2012**, at 5:00 p.m., in the offices of the East Orange County Water District, 185 N. McPherson Road, Orange, California.

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