



# THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING AGENDA

1021 E. Miramar Avenue, Claremont, CA 91711

January 17, 2024 – 8:00 AM

*(Immediately following the Annual Finance Corporation Meeting)*

*The mission of Three Valleys Municipal Water District is to supplement and enhance local water supplies to meet our region's needs in a reliable and cost-effective manner.*

## NOTICE OF VIDEOCONFERENCE/TELECONFERENCE ACCESSIBILITY

Three Valleys MWD will hold this meeting of its Board of Directors on the date and time, and at the location set forth above. The public may participate in the meeting by physical attendance at the meeting or by videoconference or teleconference utilizing the following links:

**Link to join webinar:** <https://tvmwd.zoom.us/j/81124333757>

OR

**Dial in:** (669) 900-9128, Webinar ID: 811 2433 3757

Any member of the public wishing to participate in public comment may do so in any of the following manners: (1) by using the "Raise Hand" feature on the Zoom platform and when prompted by the Board President during the public comment period, (2) by filling out the electronic speaker's card at the following link <https://arcg.is/0z5GqQ> prior to the close of public comment, (3) by sending an email to [PublicComment@tvmwd.com](mailto:PublicComment@tvmwd.com) prior to the close of public comment, or (4) those attending the meeting in person may complete a speaker's card and provide it to the Executive Assistant prior to the close of public comment.

1. CALL TO ORDER

ROBERTO

2. ROLL CALL

AGUIRRE

Jody Roberto, President

Mike Ti, Vice President

Carlos Goytia, Secretary

Bob Kuhn, Treasurer

David De Jesus, Director

Jeff Hanlon, Director

Danielle Soto, Director

3. FLAG SALUTE

ROBERTO

4. DIRECTOR REMOTE PARTICIPATION PURSUANT TO AB 2449 *[Government Code Section 54953(f)]* ROBERTO

A. NOTIFICATION DUE TO JUST CAUSE

B. REQUEST DUE TO EMERGENCY CIRCUMSTANCES

**BOARD ACTION REQUIRED ITEM 4.B**

Staff Recommendation: None

5. AGENDA REORDER/ADDITIONS *[Government Code Section 54954.2(b)(2)]* ROBERTO

Additions to the agenda may be considered when two-thirds of the board members present determine a need for immediate action, and the need to act came to the attention of TVMWD after the agenda was posted; this exception requires a degree of urgency. If fewer than two-thirds of the board members are present, all must affirm the action to add an item to the agenda. The Board shall call for public comment prior to voting to add any item to the agenda after posting.

6. PUBLIC COMMENT *(Government Code Section 54954.3)*

Opportunity for members of the public to directly address the Board on items of public interest within its jurisdiction. The public may also address the Board on items being considered on this agenda. TVMWD requests that all public speakers complete a speaker’s card and provide it to the Executive Assistant.

We request that remarks be limited to three minutes or less. Pursuant to Government Code Section 54954.3, if speaker is utilizing a translator, the total allotted time will be doubled.

7. PRESENTATION

A. CIVIC PUBLICATIONS INC.

Mr. Chris Lancaster of Civic Publications Inc. will provide an update on services provided to the district.

## 8. CONSENT CALENDAR

The Board will consider consent calendar items 8.A – 8.F. Consent calendar items are routine in nature and approved by a single motion. Any member of the Board may request to pull a specific item from the consent calendar for further discussion.

### A. RECEIVE, APPROVE, AND FILE BOARD MEETING MINUTES

- December 4, 2023 – Special Board Meeting Workshop
- December 20, 2023 – Regular Board Meeting

### B. RECEIVE, APPROVE AND FILE FINANCIAL REPORTS AND INVESTMENT UPDATE, DECEMBER 2023

- Change in Cash and Cash Equivalents Report
- Consolidated Listing of Investment Portfolio and Investment Report
- YTD District Budget Monthly Status Report
- Warrant List

### C. IMPORTED WATER SALES, DECEMBER 2023

The Board will review the imported water sales report for December 2023.

### D. MIRAMAR OPERATIONS REPORT, DECEMBER 2023

The Board will review the Miramar Operations report for December 2023.

### E. APPROVE DIRECTOR EXPENSE REPORTS, DECEMBER 2023

The Board will consider approval of the December 2023 Director expense reports that include disclosure of per diem requests for meeting attendance and itemization of any expenses incurred by TVMWD.

### F. RESOLUTION NO. 24-01-983 TAX SHARING EXCHANGE COUNTY SANITATION DISTRICT NO. 21, ANNEXATION NO. 21-773

Approval of Resolution No. 24-01-983 signifies acceptance of the tax sharing exchange by County Sanitation District No. 21.

## **BOARD ACTION REQUIRED ITEM 8.A – 8.F**

**Staff Recommendation: None**

## 9. ACTION AGENDA

The following items on the Action Agenda call for discussion and action by the Board. All items are placed on the agenda so that the Board may discuss and take action on the item if the Board is so inclined.

### A. GROUNDWATER RELIABILITY PROJECT FUNDING COMMITMENT

The Board will consider authorizing the General Manager to provide the local funding commitment letter for the Groundwater Reliability Project for the Building Resilient Infrastructure and Community grant application.

### **BOARD ACTION REQUIRED ITEM 9.A**

**Staff Recommendation: None**

## 10. REPORTS

The Executive Leadership Team will provide brief updates on existing matters under their purview and will be available to respond to any questions thereof.

### A. ANNUAL SUNSHINE ORDINANCE REVIEW

Legal Counsel Kennedy will review updates to the Ralph M. Brown Act and other statutory and regulatory developments related to the District's Sunshine Ordinance.

### B. LEGISLATIVE UPDATE

The Board will be provided a current legislative status update.

### C. WATER SUPPLY UPDATE

The Board will be provided an oral update on current water supply conditions.

## 11. DIRECTORS'/GENERAL MANAGER'S ORAL REPORTS

Directors may report on activities for meetings to which they are assigned to serve as the representative or alternate of TVMWD and on other areas of interest.

## 12. CLOSED SESSION

### A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV RS 51010

### B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: San Diego County Water Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-14-514004 (Consolidated with Case Nos. CPF-16-515282 and CPF-18-516389)

## 13. FUTURE AGENDA ITEMS

## 14. ADJOURNMENT AND NEXT MEETING

The Board will adjourn to a regular Board Meeting on February 7, 2024.

In compliance with the Americans with Disabilities Act Government Code Section 54954.2(a), if special assistance is needed to participate in this public meeting, please contact the Executive Assistant at (909) 621-5568 at least 24 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, materials related to an item on this agenda submitted after distribution of the agenda packet will be posted on the TVMWD website at [www.threevalleys.com](http://www.threevalleys.com).

Three Valleys MWD Board meeting packets and agendas are available for review at [www.threevalleys.com](http://www.threevalleys.com)



THREE VALLEYS MUNICIPAL WATER DISTRICT  
SPECIAL BOARD MEETING WORKSHOP MINUTES

California State Polytechnic University, Pomona  
Kellogg West Conference Center - Valley Vista Room  
3801 W. Temple Ave.  
Pomona, CA 91768

December 4, 2023 – 10:00 a.m.

1. CALL TO ORDER

The Special Board Meeting Workshop was called to order by President Roberto at 10:07 a.m. at Kellogg West Conference Center, Valley Vista Room.

2. ROLL CALL

Roll call was taken with a quorum of the Board present.

DIRECTORS PRESENT

Jody Roberto, President  
Mike Ti, Vice President  
Carlos Goytia, Secretary  
Bob Kuhn, Treasurer  
David De Jesus, Director  
Jeff Hanlon, Director  
Danielle Soto, Director

STAFF PRESENT

Matthew Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Nadia Aguirre, Executive Assistant  
Kirk Howie, Chief Administrative Officer  
Steve Lang, Chief Operations Officer  
Sylvie Lee, Chief Water Resources Officer  
Jose Velasquez, Chief Finance Officer

Other attendees present: Charles Wilson, PC Consulting Services, Inc.

3. PUBLIC COMMENT

President Roberto opened public comment and there was none.

4. BOARD OF DIRECTORS WORKSHOP NO. 4

A. TVMWD STRATEGIC PLANNING SESSION

At the October 20, 2023 Special Board Workshop and the November 1 and 15, 2023 Regular Board Meetings, the Board discussed the Sponsorship and Outreach Program Policy. Today's discussion centered around finalizing the policy for consideration of approval at the December 20, 2023 Regular Board Meeting. General Manager Litchfield reviewed the previous discussions held on the current policy. The Board agreed that each Director may

exercise discretion for TVMWD to pay for sponsorships and/or community events not to exceed a total of \$5,000 per fiscal year. Directors must submit a Director Request Form to the General Manager's office to be included on the board agenda with supporting documentation for possible ratification.

The second item of discussion was CY 2024 Board Officers and CY 2024 Board Representative Appointments. The Secretary and Treasurer positions were combined into one role to increase participation at the Executive Committee level. The current slate of Officers, with Director Goytia in the combined Secretary and Treasurer position, will be extended into CY 2024. The CY 2024 Board Officers and CY 2024 Board Representative Appointments will be brought to the Board for consideration of approval at the December 20, 2023 Board Meeting.

5. CLOSED SESSION

The Board went into closed session at 12:55 p.m. to discuss the following items:

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): Two potential cases

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: San Diego County Water Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-14-514004 (Consolidated with Case Nos. CPF-16-515282 and CPF-18-516389)

The Board convened out of closed session and back into open session at 1:35 p.m. Legal Counsel Kennedy stated no reportable action was taken.

6. ADJOURNMENT

President Roberto adjourned the special meeting at 1:36 p.m. to the next regular meeting scheduled for Wednesday, December 20, 2023.

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Jody Roberto  
*President, Board of Directors*

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Recorded by: Nadia Aguirre  
Executive Assistant

DRAFT





THREE VALLEYS MUNICIPAL WATER DISTRICT  
REGULAR BOARD MEETING MINUTES

Wednesday, December 20, 2023 – 8:00 a.m.

1. CALL TO ORDER

The Board meeting was called to order at 8:00 a.m. at the District office located at 1021 East Miramar Ave., Claremont, CA, and via teleconference. The presiding officer was President Jody Roberto.

2. ROLL CALL

Roll call was taken with a quorum of the Board present.

DIRECTORS PRESENT

Jody Roberto, President  
Mike Ti, Vice President  
Carlos Goytia, Secretary  
Bob Kuhn, Treasurer  
David De Jesus, Director  
Jeff Hanlon, Director  
Danielle Soto, Director

STAFF PRESENT

Matthew Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Brittany Aguilar, Finance Manager  
Nadia Aguirre, Executive Assistant  
Freeman Ensign, Operations Supervisor  
Karen Harberson, Compliance Specialist  
Kirk Howie, Chief Administrative Officer  
Steve Lang, Chief Operations Officer  
Leonardo Larios, Shift Operator  
Kevin Panzer, Engineer  
Robert Peng, I.T. Manager  
Viviana Robles, Human Resources & Risk Manager  
Jose Velasquez, Chief Finance Officer

Virtual Attendees: Josh Byerrum, Walnut Valley Water District; Alanna Diaz, Walnut Valley Water District; Kelly Gardner, Main San Gabriel Valley Water District; Ed Hilden, Walnut Valley Water District; Kathleen Lang, resident; Ben Lewis, Golden State Water Company; Myra Malner, Rowland Water District; Stephanie Moreno, Water Quality Authority; Wendy Saavedra, Assemblymember Blanca Rubio's Office; Richard

In person attendees: John Bellah, Rowland Water District; Tom Coleman, Rowland Water District; Erik Hitchman, Walnut Valley Water District; Tony Lima, Rowland Water District; Jared Macias, Walnut Valley Water District; Meg McWade, City of La Verne; Dusty Moisiso, Rowland Water District; Chisom Obegolu, City of Glendora; Sherry Shaw, Walnut Valley Water District

3. FLAG SALUTE

President Roberto led the flag salute.

4. DIRECTOR REMOTE PARTICIPATION PURSUANT TO AB 2449

A. NOTIFICATION DUE TO JUST CAUSE

B. REQUEST DUE TO EMERGENCY CIRCUMSTANCES

There were no requests submitted by any Directors for remote participation due to Emergency Circumstances, and therefore no motion was needed for this item.

5. AGENDA REORDER/ADDITIONS

No reorder or additions to the agenda were requested.

6. PUBLIC COMMENT

President Roberto opened public comment and there was none.

7. PRESENTATION

A. TVMWD TEAM ACHIEVEMENTS & MILESTONES

Operations Supervisor Dominique Aguiar and Engineer Kevin Panzer were awarded the ACWA JPIA H.R. LaBounty Safety award for modifications to the chlorine room. The chlorine tanks were elevated to an ergonomic position and a better drip tray was installed to eliminate possible slipping accidents. The following employees were recognized for their years of dedicated service at TVMWD: Operations Supervisor Freeman Ensign - 15 years of dedicated service; Compliance Specialist Karen Harberson - 25 years of dedicated service; and Chief Operations Officer Steve Lang - 25 years of dedicated service. Shift Operator Ryan Sonnenberg was recognized for obtaining the Water Quality Analysis Grade Level 2 Laboratory Certificate. Shift Operator Leonardo Larios was recognized for achieving his Water Treatment 5 certificate and promotion to Shift Operator V.

8. CONSENT CALENDAR

The Board considered consent calendar items 8.A – 8.E for the December 20, 2023 Board meeting that included: (8.A) Receive, Approve and File Minutes, November 1 and 15, 2023; (8.B) Receive, Approve, and File Financial Reports and Investment Update, November 2023;

(8.C) Imported Water Sales, November 2023; (8.D) Miramar Operations Report, November 2023; (8.E) Approve Director Expense Reports, November 2023.

After motion, second, and no discussion, President Roberto called for a roll call vote.

Moved: Director Kuhn	Second: Director Goytia
Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 23-12-5466 Approval of Consent Calendar Items 8.A – 8.E	
Motion passed 7-0-0	

9. ACTION AGENDA

A. APPROVAL OF SPONSORSHIP AND OUTREACH PROGRAM POLICY

On December 4, 2023 the Board met at a Special Board Workshop to discuss and finalize the Sponsorship and Outreach Program Policy. General Manager Litchfield thanked the Board for working with staff on the Policy. President Roberto also thanked staff and the Board for their hard work on the Policy.

Upon motion and second, President Roberto called for a roll call vote.

Moved: Director Ti	Second: Director Hanlon
Ayes: De Jesus, Goytia, Hanlon, Roberto, Soto, Ti	
Noes: Kuhn	
Absent:	
Motion No. 23-12-5467 Approval of Sponsorship & Outreach Program Policy	
Motion passed 6-1-0	

B. CY 2024 BOARD OFFICERS

President Roberto reported that the CY 2024 Board Officers slate was discussed at the December 4, 2023 Special Board Workshop. It was agreed that the current slate of Officers will be extended into CY 2024 with Director Goytia in the combined Secretary and Treasurer role.

NAME	POSITION
Jody Roberto	President, Division V
Mike Ti	Vice President, Division VII
Carlos Goytia	Secretary/Treasurer, Division I
Bob Kuhn	Director, Division IV
David De Jesus	Director, Division II
Jeff Hanlon	Director, Division III
Danielle Soto	Director, Division VI

Upon motion and second, President Roberto called for a roll call vote.

Moved: Director Kuhn	Second: Director Soto
Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 23-12-5468 CY 2024 Board Officers	
Motion passed 7-0-0	

C. CY 2024 BOARD REPRESENTATIVE APPOINTMENTS

The following is the Board Representative Appointments for CY 2024:

COMMITTEE / BOARD	REPRESENTATIVE	ALTERNATE
ACWA Region 8 Delegate	Bob Kuhn	Mike Ti
ACWA / JPIA Representative	David De Jesus	Bob Kuhn
Chino Basin Watermaster	Bob Kuhn	David De Jesus
City of Pomona	Carlos Goytia	Danielle Soto
Main San Gabriel Basin Watermaster	Mike Ti	Jeff Hanlon
MWD Board Representative	David De Jesus	N/A
PWR Joint Water Line Commission	Carlos Goytia	Jody Roberto
Rowland Water District	Mike Ti	Jody Roberto
San Gabriel Basin WQA	Bob Kuhn	Jody Roberto
San Gabriel Valley Chamber of Commerce	Jody Roberto	Danielle Soto
San Gabriel Valley Council of Governments	Carlos Goytia	Bob Kuhn
San Gabriel Valley Economic Partnership	Jody Roberto	Mike Ti
Six Basins Watermaster	Jeff Hanlon	Jody Roberto
Southern California Water Coalition	Mike Ti	Jody Roberto
Spadra Basin GSA	Carlos Goytia	Jody Roberto
Walnut Valley Water District	Jody Roberto	David De Jesus

Upon motion and second, President Roberto called for a roll call vote.

Moved: Director Hanlon                      Second: Director Soto  
 Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti  
 Noes:  
 Absent:  
 Motion No. 23-12-5469 CY 2024 Board Representative Appointments  
 Motion passed 7-0-0

**D. CALIFORNIA MUNICIPAL UTILITIES ASSOCIATION – SB 366 PUBLIC RELATIONS FUNDING 2024 LEGISLATIVE CYCLE**

As a result of Senate Bill 366 becoming a two-year bill, public relations efforts will continue into CY 2024 and the coalition is requesting additional funding for the 2024 cycle. TVMWD and Puente Basin Water Agency will jointly fund \$20,000, each agency funding \$10,000, towards the public relations program.

Upon motion and second, President Roberto called for a roll call vote.

Moved: Director Kuhn                      Second: Director De Jesus  
 Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti  
 Noes:  
 Absent:  
 Motion No. 23-12-5470 Fund \$10,000 towards SB 366 Public Relations Program  
 Motion passed 7-0-0

**10. REPORTS**

**A. METROPOLITAN WATER DISTRICT UPDATE**

Director De Jesus reported on the Colorado River Water Users Association meeting held in Las Vegas, NV to discuss the water shortage along the Colorado River. Several agencies were involved in the discussion and significant progress was made. Director De Jesus will attend other MWD meetings for the remainder of the month.

**B. LEGISLATIVE UPDATE**

Chief Administrative Officer Howie provided a 2023 legislative recap. TVMWD was involved in several successful legislative briefings and tours, both in Sacramento and at the district. In March, TVMWD partnered with the San Gabriel Valley Economic Partnership for a lobby day to meet with a wide range of legislators to further efforts in the San Gabriel Valley. Key

legislative visits to the district throughout the year included: Congresswoman Napolitano attended the February Leadership Breakfast, Representative Torres presented a check at the district in April for the City of Pomona project, Senator Feinstein's staff attended a district tour and briefing in July, Congresswoman Napolitano attended the Miragrand Well Open House in August, staff received a big check in August from Assembly Member Rubio for local projects, in November Assemblymember Calderon visited the district for a tour and briefing and staff visited the office of Congresswoman Linda Sanchez. TVMWD was recognized at the ACWA conference as the Overall Legislative Outreach winner.

#### C. CONSERVATION PROGRAMMING UPDATE

Chief Administrative Officer Howie provided an update on current conservation efforts for the quarter. Member Agency Administered Project funding of \$374,000 has been fully allocated to member agency water projects. Funding for the next two-year cycle will be announced by MWD in Spring 2024. A request has been submitted to MWD to increase funding for non-documented water-saving projects from 25% to 50% for the next funding cycle. If approved, additional funding will assist member agencies with outreach materials pertaining to new conservation regulations. MWD announced they are formally increasing the turf replacement program rebate amount for residential and commercial properties from \$2 to \$3 per square foot and public agency projects from \$3 to \$4 per square foot.

#### D. ACWA JPIA PRESIDENT'S SPECIAL RECOGNITION AWARD

Human Resources/Risk Manager Robles reported that the district was recognized by ACWA JPIA for low loss claims of less than 20% in Liability, Property, and Workers' Compensation. TVMWD consistently receives these awards from JPIA thanks to safety measures taken by the employees.

#### E. LAFCO NOMINATION OF CANDIDATES FOR INDEPENDENT SPECIAL DISTRICT VOTING MEMBER

General Manager Litchfield reported that LAFCO is taking nominations for the Independent Special District Voting Member. The nomination period is open from January 8 to February 29, 2024. The Voting Member term will begin on May 6, 2024 and end on May 1, 2028. If any Directors are interested in taking part in the nomination process, a resolution of candidacy will be taken to the board for consideration of approval at the board meeting in January 2024.

### 11. DIRECTORS' / GENERAL MANAGER'S ORAL REPORTS

General Manager Litchfield reminded the Board of the Leadership Breakfast at Kellogg West on February 29, 2024. Alicia Forsythe, Environmental Planning and Permitting Manager of Sites Project Authority, will be the guest speaker and provide an update on

Sites Reservoir. General Manager Litchfield provided an update on various MWD meetings he has attended, including CAMP4Water and Long Range Finance Planning meetings.

Director Kuhn inquired about the discussion held at the Board Workshop to move board meetings from Wednesdays to Mondays. President Roberto reminded him that the Board agreed that board meetings would remain on Wednesdays.

Director Hanlon thanked the Board and staff for his first year on the Board. The conferences he attended throughout the year helped him be a better board member. He thanked staff for their contributions and wished them happy holidays.

Director Goytia congratulated Director Hanlon for his first year on the Board. He thanked the General Manager, Legal Counsel, and staff for their hard work this year and for taking TVMWD to the next level. He wished everyone happy holidays.

President Roberto wished everyone happy holidays and thanked staff for their hard work.

## 12. CLOSED SESSION

The Board convened into closed session at 9:11 a.m. to discuss the following items:

### A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV RS 51010

### B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: San Diego County Water Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-14-514004 (Consolidated with Case Nos. CPF-16-515282 and CPF-18-516389)

The Board convened out of closed session and back into open session at 9:59 a.m. Legal Counsel Kennedy stated no reportable action was taken on items 12.A and 12.B.

## 13. FUTURE AGENDA ITEMS

No future agenda items were requested.

14. ADJOURNMENT

President Roberto adjourned the meeting at 10:00 a.m. to the regular meeting scheduled for Wednesday, January 17, 2024. The January 3, 2024 Board Meeting is cancelled.

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Jody Roberto  
*President, Board of Directors*

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Recorded by: Nadia Aguirre  
Executive Assistant

DRAFT






## BOARD INFORMATION

BOARD OF DIRECTORS  
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: January 17, 2024

Subject: Change in Cash and Cash Equivalents Report

Funds Budgeted: \$

Fiscal Impact: \$

**Staff Recommendation**

No Action Necessary – Informational Item Only

**Discussion**

Attached for review is the Change in Cash and Cash Equivalents Report for the period ending December 31, 2023.

**Environmental Impact**

None

**Strategic Plan Objective(s)**

3.1 – Utilize and comply with a set of financial policies to maintain TVMWD's financial health

**Attachment(s)**

Exhibit A – Change in Cash and Cash Equivalents Report

**Meeting History**

None

NA/BA



## CHANGE IN CASH AND CASH EQUIVALENTS REPORT

December 1 through December 31, 2023

		<u>CASH</u>	<u>CASH EQUIVALENTS</u>
SUMMARY 12/31/2023			
	Petty Cash	6,000.00	
	Local Agency Investment Fund		3,207,570.41
	California Asset Management Program(CAMP)		76,557.94
	General Checking	789,419.09	
	Sweep Account	-	
	U.S. Bank	5,000.17	
	<b>TOTAL CASH IN BANKS &amp; ON HAND</b>	<b>\$ 800,419.26</b>	<b>\$ 3,284,128.35</b>
	TOTAL CASH IN BANKS & ON HAND 12/31/23	\$ 800,419.26	\$ 3,284,128.35
	TOTAL CASH IN BANKS & ON HAND 11/30/23	\$ 1,334,717.59	\$ 2,983,769.04
	<b>PERIOD INCREASE (DECREASE)</b>	<b>\$ (534,298.33)</b>	<b>\$ 300,359.31</b>
CHANGE IN CASH POSITION DUE TO:			
	Water Sales/Charges Revenue	5,883,107.89	
	Interest Revenue		
	Subvention/RTS Standby Charge Revenue	3,212,967.90	
	Hydroelectric Revenue	16,359.65	
	Other Revenue	4,943.47	
	Investment Xfer From Chandler Asset Mgt		
	LAIF Quarterly Interest		
	California Asset Mgmt Program Interest		359.31
	Transfer to CAMP		
	Transfer from LAIF		
	Transfer to LAIF		300,000.00
	INFLOWS	9,117,378.91	300,359.31
	Expenditures	(9,249,634.26)	
	Current Month Outstanding Payables	37,664.44	
	Prior Month Cleared Payables	(137,783.73)	
	Bank/FSA Svc Fees		
	HRA/HSA Payment	(1,923.69)	
	CalPers Unfunded Liability /1959 Survivor Ben		
	PARS Pension Trust		
	Investment Xfer to Chandler Asset Mgt		
	Transfer to LAIF	(300,000.00)	
	Transfer From CAMP		
	OUTFLOWS	(9,651,677.24)	-
	<b>PERIOD INCREASE (DECREASE)</b>	<b>(534,298.33)</b>	<b>300,359.31</b>
		\$ -	\$ -



**THREE VALLEYS MUNICIPAL WATER DISTRICT**  
**CONSOLIDATED LISTING OF INVESTMENT PORTFOLIO**  
 December 31, 2023

ITEM	BOOK YIELD	BOOK VALUE	PAR VALUE	MARKET VALUE
<b>Chandler Asset Management</b>				
ABS - Asset Backed Securities	2.97%	185,812.70	185,821.22	182,996.59
Bonds - Agency	2.58%	818,282.57	817,000.00	806,421.26
CMO - Collateralized Mortgage Obligation	4.85%	179,460.30	190,000.00	181,253.90
Money Market Fund	4.98%	40,185.70	40,185.70	40,185.70
Supranational	2.94%	133,343.65	135,000.00	130,733.00
US Corporate	3.43%	1,212,663.71	1,235,000.00	1,190,516.09
US Treasury	1.65%	2,118,495.92	2,120,000.00	2,010,993.57
	<b>2.51%</b>	<b>4,688,244.55</b>	<b>4,723,006.92</b>	<b>4,543,100.11</b>
Local Agency Invest Fund TVMWD	3.93%	3,207,570.41	3,207,570.41	3,207,570.41
California Asset Management Program	5.55%	76,557.94	76,557.94	76,557.94
<b>Reserve Fund</b>		<b>\$ 7,972,372.90</b>	<b>\$ 8,007,135.27</b>	<b>\$ 7,827,228.46</b>
<hr/>				
Checking (Citizens)	0.55%	789,419.09	789,419.09	789,419.09
Emergency Checking (U.S. Bank)	0.00%	5,000.17	5,000.17	5,000.17
Petty Cash Fund	0.00%	6,000.00	6,000.00	6,000.00
<b>Working Cash</b>		<b>\$ 800,419.26</b>	<b>\$ 800,419.26</b>	<b>\$ 800,419.26</b>
<hr/>				
<b>TOTAL PORTFOLIO</b>	<b>2.89%</b>	<b>\$ 8,772,792.16</b>	<b>\$ 8,807,554.53</b>	<b>\$ 8,627,647.72</b>

I certify that this report accurately reflects all investments of Three Valleys Municipal Water District and that all investments and this report are in conformity with Sections 53600 et seq of the California Government Code and the District's annual statement of investment policy (Resolution 21-05-895). The District's investment program herein shown provides sufficient cash flow and liquidity to meet all budgeted expenditures for the next six months.

\_\_\_\_\_  
 MATTHEW H. LITCHFIELD, General Manager/Assistant Treasurer



# Three Valleys Municipal Water District - Account #10065

## MONTHLY ACCOUNT STATEMENT

DECEMBER 1, 2023 THROUGH DECEMBER 31, 2023

### Chandler Team:

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

### Custodian

US Bank  
Alexander Bazan  
(503) 402-5305

**CHANDLER ASSET MANAGEMENT**  
chandlerasset.com

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	2.41
Average Coupon	2.29%
Average Purchase YTM	2.51%
Average Market YTM	4.40%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.72 yrs
Average Life	2.58 yrs

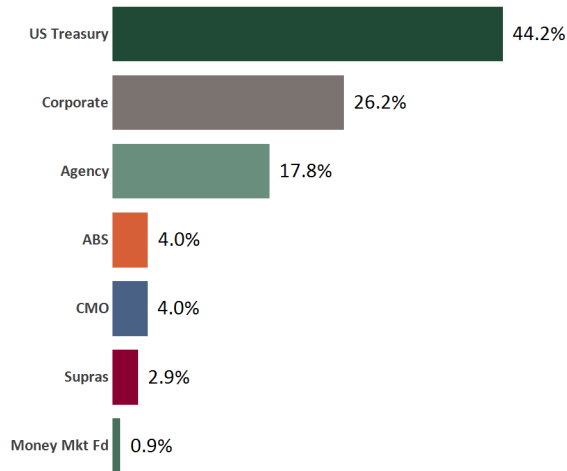
**ACCOUNT SUMMARY**

	Beg. Values as of 11/30/23	End Values as of 12/31/23
Market Value	4,478,967	4,543,100
Accrued Interest	20,154	21,392
<b>Total Market Value</b>	<b>4,499,122</b>	<b>4,564,492</b>
Income Earned	9,173	9,485
Cont/WD		-551
Par	4,716,649	4,723,007
Book Value	4,680,548	4,688,245
Cost Value	4,682,585	4,687,948

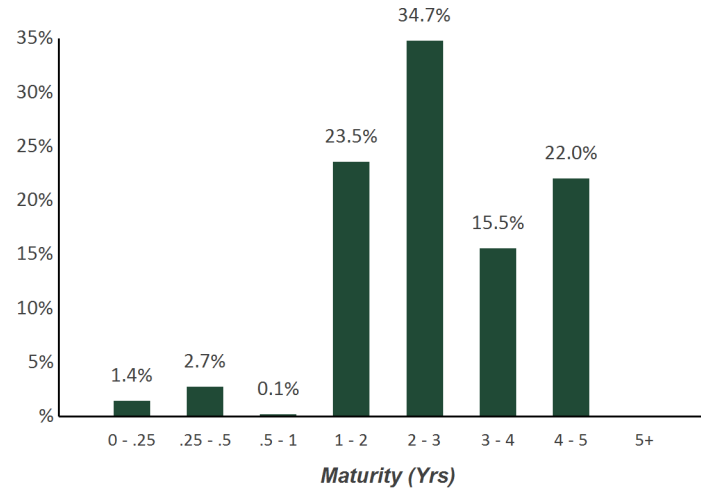
**TOP ISSUERS**

Government of United States	44.2%
Federal Home Loan Mortgage Corp	6.1%
Federal Home Loan Bank	5.8%
Federal Farm Credit Bank	5.2%
Federal National Mortgage Assoc	4.6%
Deere & Company	2.4%
Bank of America Corp	2.0%
State Street Bank	1.9%
<b>Total</b>	<b>72.2%</b>

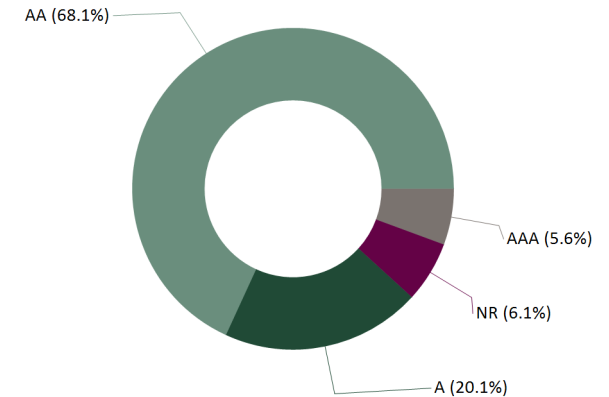
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**



**PERFORMANCE REVIEW**

TOTAL RATE OF RETURN	Annualized									
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	4/30/2009	
Three Valleys Municipal Water District	1.47%	3.17%	4.79%	4.79%	-0.03%	-0.34%	1.62%	1.45%	1.69%	
ICE BofA 1-5 Yr US Treasury & Agency Index	1.48%	3.09%	4.32%	4.32%	-0.58%	-0.75%	1.20%	1.15%	1.36%	

# Statement of Compliance

As of December 31, 2023



## Three Valleys Municipal Water District

Assets managed by Chandler Asset Management are in full compliance with state law and with the District's investment policy.

Category	Standard	Comment
Treasury Issues	No Limitation	Complies
Agency Issues	No Limitation	Complies
Municipal Securities/ Local Agency Bonds	Bonds issued by TVMWD; Issued by local agency within the state of California, including pooled investment accounts sponsored by the state of California, County Treasurers, or Joint Power Agencies	Complies
Supranationals	Issued by IBRD, IFC or IADB only; "AA" rated or higher by a NRSRO; 30% maximum; 10% max per issuer	Complies
Banker's Acceptances	"A" rated or higher by a NRSRO; 40% maximum; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" rated or equivalent by a NRSRO; "A" rated issuer or equivalent by a NRSRO; 25% maximum; 5% max per issuer; 270 days max maturity; Issuer must be organized and operating within the US, have AUM >\$500 mil	Complies
Corporate Medium Term Notes	"A" rated or better by a NRSRO; 30% maximum; 5% max per issuer; Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S.	Complies
Negotiable Certificates of Deposit	30% maximum; 5% max per issuer	Complies
Certificates of Deposits/Time Deposit	Collateralized/ FDIC insured	Complies
Money Market Mutual Funds	"AAA" rated by 2 NRSROs; 20% maximum; 10% per fund	Complies
Mortgage Pass-throughs, CMOs and Asset Backed Securities	"AA" rated or higher by a NRSRO; 20% maximum; 5% max per issuer	Complies
Local Agency Investment Fund - LAIF	Max program limitation	Complies
Repurchase Agreements	102% Collateralized; 1year max maturity	Complies
Reverse Repurchase Agreements	20% maximum; 92 days max maturity	Complies
Prohibited Securities	Inverse floaters; Ranges notes, Interest-only strips from mortgaged backed securities; Zero interest accrual securities	Complies
Max Per Issuer	5% of portfolio per issuer (except U.S. Government, Agencies/GSEs, Supranationals, Money Market Mutual Funds, LAIF, LGIP)	Complies
Maximum maturity	5 years	Complies

# Reconciliation Summary

As of December 31, 2023



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$4,680,547.50</b>
<b>Acquisition</b>		
+ Security Purchases	\$55,747.45	
+ Money Market Fund Purchases	\$68,761.15	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$124,508.60</b>
<b>Dispositions</b>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$55,913.83	
- MMF Withdrawals	\$550.58	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$50,000.00	
- Calls	\$0.00	
- Principal Paydowns	\$10,939.03	
<b>Total Dispositions</b>		<b>\$117,403.44</b>
<b>Amortization/Accretion</b>		
+/- Net Accretion	\$591.89	
		\$591.89
<b>Gain/Loss on Dispositions</b>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
<b>ENDING BOOK VALUE</b>		<b>\$4,688,244.55</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$27,888.96</b>
<b>Acquisition</b>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$7,741.07	
Dividend Received	\$81.05	
Principal on Maturities	\$50,000.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$10,939.03	
<b>Total Acquisitions</b>	<b>\$68,761.15</b>	
<b>Dispositions</b>		
Withdrawals	\$550.58	
Security Purchase	\$55,747.45	
Accrued Interest Paid	\$166.38	
<b>Total Dispositions</b>	<b>\$56,464.41</b>	
<b>ENDING BOOK VALUE</b>		<b>\$40,185.70</b>

# Holdings Report

As of December 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
58769KAD6	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	1,352.16	06/22/2021 0.40%	1,352.05 1,352.16	99.81 6.17%	1,349.60 0.24	0.03% (2.56)	NR / AAA AAA	0.88 0.03
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	3,900.04	01/11/2022 1.11%	3,899.46 3,899.98	99.43 6.24%	3,877.91 0.72	0.08% (22.07)	NR / AAA AAA	1.23 0.11
89240BAC2	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	2,574.75	02/02/2021 0.27%	2,574.27 2,574.72	98.89 6.00%	2,546.25 0.30	0.06% (28.47)	Aaa / NR AAA	1.37 0.19
36266FAC3	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	25,722.01	05/03/2022 3.45%	25,719.33 25,721.34	99.38 5.86%	25,563.23 26.88	0.56% (158.11)	NR / AAA AAA	1.47 0.25
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	10,448.27	11/16/2021 0.89%	10,446.07 10,447.50	97.04 5.75%	10,138.52 2.55	0.22% (308.98)	Aaa / NR AAA	2.06 0.61
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	9,139.59	07/13/2021 0.52%	9,138.77 9,139.32	97.29 5.63%	8,892.06 2.11	0.19% (247.26)	Aaa / NR AAA	2.21 0.53
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	10,611.19	11/09/2021 0.71%	10,610.98 10,611.12	97.03 5.67%	10,296.14 3.35	0.23% (314.98)	NR / AAA AAA	2.29 0.60
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	24,397.59	02/15/2022 1.89%	24,393.92 24,396.03	97.33 5.61%	23,746.69 20.39	0.52% (649.34)	Aaa / AAA NR	2.37 0.71
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	20,000.00	04/07/2022 2.95%	19,999.53 19,999.78	98.01 5.47%	19,601.18 26.04	0.43% (398.60)	Aaa / AAA NR	2.71 0.79
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	12,675.62	03/10/2022 2.34%	12,672.81 12,674.25	97.77 5.39%	12,392.50 13.07	0.27% (281.75)	Aaa / NR AAA	2.71 0.73
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	25,000.00	07/12/2022 3.77%	24,997.61 24,998.58	98.38 5.27%	24,595.63 41.56	0.54% (402.95)	Aaa / NR AAA	3.13 1.08
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	40,000.00	10/12/2022 5.15%	39,996.90 39,997.92	99.99 5.15%	39,996.88 90.49	0.88% (1.04)	Aaa / NR AAA	3.46 1.30
<b>Total ABS</b>		<b>185,821.22</b>	<b>2.97%</b>	<b>185,801.70</b> <b>185,812.70</b>	<b>5.50%</b>	<b>182,996.59</b> <b>227.70</b>	<b>4.01%</b> <b>(2,816.11)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.57</b> <b>0.79</b>



# Holdings Report

As of December 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	100,000.00	06/18/2019 1.96%	104,323.00 100,391.49	98.93 5.29%	98,928.90 135.76	2.17% (1,462.59)	Aaa / AA+ NR	0.45 0.44
3137EAEP0	FHLMC Note 1.5% Due 2/12/2025	22,000.00	03/24/2020 0.95%	22,571.34 22,130.59	96.54 4.72%	21,239.00 127.42	0.47% (891.59)	Aaa / AA+ AA+	1.12 1.08
3135G03U5	FNMA Note 0.625% Due 4/22/2025	100,000.00	04/27/2020 0.67%	99,768.00 99,939.20	95.08 4.54%	95,078.00 119.79	2.09% (4,861.20)	Aaa / AA+ AA+	1.31 1.27
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	20,000.00	07/21/2020 0.48%	19,900.40 19,969.04	93.97 4.43%	18,794.56 33.33	0.41% (1,174.48)	Aaa / AA+ AA+	1.56 1.52
3135G05X7	FNMA Note 0.375% Due 8/25/2025	60,000.00	08/25/2020 0.47%	59,719.20 59,907.32	93.49 4.51%	56,095.02 78.75	1.23% (3,812.30)	Aaa / AA+ AA+	1.65 1.61
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	60,000.00	09/23/2020 0.44%	59,819.40 59,937.52	93.33 4.43%	55,999.68 61.25	1.23% (3,937.84)	Aaa / AA+ AA+	1.73 1.68
3135G06G3	FNMA Note 0.5% Due 11/7/2025	65,000.00	11/09/2020 0.57%	64,767.30 64,913.62	93.15 4.40%	60,544.32 48.75	1.33% (4,369.30)	Aaa / AA+ AA+	1.85 1.80
3130ATS57	FHLB Note 4.5% Due 3/10/2028	60,000.00	04/06/2023 3.51%	62,670.00 62,274.55	102.36 3.88%	61,418.82 832.50	1.36% (855.73)	Aaa / AA+ NR	4.19 3.75
3130AWTR1	FHLB Note 4.375% Due 9/8/2028	100,000.00	09/12/2023 4.49%	99,493.50 99,523.82	101.84 3.94%	101,844.11 1,786.46	2.27% 2,320.29	Aaa / AA+ NR	4.69 4.14
3133EPWK7	FFCB Note 4.5% Due 9/22/2028	130,000.00	09/27/2023 4.76%	128,515.40 128,592.85	102.60 3.89%	133,381.95 1,608.75	2.96% 4,789.10	Aaa / AA+ AA+	4.73 4.18
3133EPC45	FFCB Note 4.625% Due 11/13/2028	100,000.00	11/27/2023 4.46%	100,716.00 100,702.57	103.10 3.92%	103,096.90 616.67	2.27% 2,394.33	Aaa / AA+ NR	4.87 4.31
<b>Total Agency</b>		<b>817,000.00</b>	<b>2.58%</b>	<b>822,263.54</b> <b>818,282.57</b>	<b>4.30%</b>	<b>806,421.26</b> <b>5,449.43</b>	<b>17.79%</b> <b>(11,861.31)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>2.98</b> <b>2.69</b>
<b>CMO</b>									
3137FETN0	FHLMC K073 A2 3.35% Due 1/25/2028	50,000.00	07/10/2023 4.75%	47,339.84 47,615.97	96.17 4.38%	48,086.00 27.92	1.05% 470.03	NR / NR AAA	4.07 3.64
3137FG6X8	FHLMC K077 A2 3.85% Due 5/25/2028	90,000.00	05/24/2023 4.65%	88,347.66 88,543.55	97.89 4.36%	88,104.15 57.75	1.93% (439.40)	NR / NR AAA	4.40 3.89

# Holdings Report

As of December 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CMO</b>									
3137H4BY5	FHLMC K746 A2 2.031% Due 9/25/2028	50,000.00	10/26/2023 5.35%	43,060.55 43,300.78	90.13 4.38%	45,063.75 84.63	0.99% 1,762.97	NR / NR AAA	4.74 4.36
<b>Total CMO</b>		<b>190,000.00</b>	<b>4.85%</b>	<b>178,748.05</b> <b>179,460.30</b>	<b>4.37%</b>	<b>181,253.90</b> <b>170.30</b>	<b>3.97%</b> <b>1,793.60</b>	<b>NR / NR</b> <b>AAA</b>	<b>4.40</b> <b>3.94</b>
<b>CORPORATE</b>									
24422EVN6	John Deere Capital Corp Note 0.45% Due 1/17/2024	25,000.00	03/01/2021 0.47%	24,982.25 24,999.73	99.79 5.10%	24,948.30 51.25	0.55% (51.43)	A2 / A A+	0.05 0.04
023135BW5	Amazon.com Inc Note 0.45% Due 5/12/2024	25,000.00	05/10/2021 0.50%	24,963.50 24,995.60	98.23 5.40%	24,558.20 15.31	0.54% (437.40)	A1 / AA AA-	0.36 0.36
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	5,000.00	06/29/2021 0.64%	4,997.45 4,999.55	97.48 5.43%	4,873.96 14.41	0.11% (125.59)	A2 / A+ NR	0.54 0.52
06051GHR3	Bank of America Corp Callable Note 1X 3/15/2024 3.458% Due 3/15/2025	55,000.00	05/19/2021 0.75%	59,143.15 55,297.95	99.52 5.72%	54,737.65 560.00	1.21% (560.30)	A1 / A- AA-	1.21 0.20
931142EW9	Wal-Mart Stores Note 3.9% Due 9/9/2025	15,000.00	09/06/2022 3.92%	14,989.50 14,994.09	99.01 4.51%	14,850.93 182.00	0.33% (143.16)	Aa2 / AA AA	1.69 1.60
06051GJG5	Bank of America Corp Callable Note Cont 9/25/2024 0.981% Due 9/25/2025	35,000.00	03/16/2022 3.99%	33,246.85 34,137.73	96.51 5.88%	33,779.66 91.56	0.74% (358.07)	A1 / A- AA-	1.74 0.71
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	90,000.00	Various 3.98%	86,597.25 88,112.86	96.09 5.45%	86,482.08 632.93	1.91% (1,630.78)	A1 / A AA-	2.10 1.06
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	90,000.00	03/22/2022 4.25%	86,833.80 88,210.78	95.78 5.45%	86,206.41 359.32	1.90% (2,004.37)	A1 / A- AA-	2.31 1.26
00440EAV9	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 5/3/2026	60,000.00	08/24/2023 5.19%	57,274.20 57,625.02	97.29 4.58%	58,371.00 323.83	1.29% 745.98	A3 / A A	2.34 2.21

# Holdings Report

As of December 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	25,000.00	05/26/2021 0.97%	25,040.25 25,018.81	92.38 4.43%	23,094.00 34.03	0.51% (1,924.81)	A1 / AA AA-	2.36 2.29
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	90,000.00	Various 3.13%	83,257.50 86,058.41	92.57 4.49%	83,314.98 132.26	1.83% (2,743.43)	A2 / A+ A	2.37 2.29
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	90,000.00	Various 2.26%	85,879.40 87,606.79	92.34 4.44%	83,105.56 36.56	1.82% (4,501.23)	A1 / A+ A+	2.47 2.38
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	30,000.00	07/18/2022 4.68%	30,000.00 30,000.00	99.04 5.32%	29,712.09 639.46	0.66% (287.91)	A1 / A- A+	2.55 1.44
931142ERO	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	10,000.00	09/08/2021 1.09%	9,981.10 9,989.75	91.88 4.25%	9,188.06 30.33	0.20% (801.69)	Aa2 / AA AA	2.72 2.61
437076CV2	Home Depot Callable Note Cont 8/30/2026 4.95% Due 9/30/2026	55,000.00	12/21/2023 4.41%	55,747.45 55,742.86	101.43 4.38%	55,787.82 204.19	1.23% 44.96	A2 / A A	2.75 2.47
24422EVW6	John Deere Capital Corp Note 1.3% Due 10/13/2026	90,000.00	04/21/2022 3.31%	82,534.50 85,352.36	91.98 4.39%	82,779.75 253.50	1.82% (2,572.61)	A2 / A A+	2.79 2.67
87612EBM7	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	25,000.00	01/19/2022 1.99%	24,957.50 24,974.04	93.30 4.33%	23,324.33 224.79	0.52% (1,649.71)	A2 / A A	3.04 2.87
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	90,000.00	Various 2.70%	88,360.10 88,926.17	94.58 4.12%	85,121.73 609.50	1.88% (3,804.44)	Aa2 / AA A+	3.21 3.02
09247XAN1	Blackrock Inc Note 3.2% Due 3/15/2027	85,000.00	04/25/2022 3.41%	84,219.70 84,488.41	96.86 4.26%	82,335.17 800.89	1.82% (2,153.24)	Aa3 / AA- NR	3.21 2.98
023135CF1	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 4/13/2027	30,000.00	04/11/2022 3.35%	29,938.20 29,959.45	97.07 4.26%	29,121.18 214.50	0.64% (838.27)	A1 / AA AA-	3.28 3.05
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	70,000.00	09/28/2022 4.70%	67,975.60 68,526.51	98.65 4.44%	69,052.76 396.67	1.52% 526.25	A2 / A+ A+	3.36 3.09
037833ET3	Apple Inc Callable Note Cont 4/10/2028 4% Due 5/10/2028	10,000.00	05/08/2023 4.04%	9,980.70 9,983.19	99.77 4.06%	9,976.71 56.67	0.22% (6.48)	Aaa / AA+ NR	4.36 3.87



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
341081GN1	Florida Power and Light Callable Note Cont 3/15/2028 4.4% Due 5/15/2028	60,000.00	06/15/2023 4.69%	59,248.80 59,330.59	100.16 4.35%	60,095.94 337.33	1.32% 765.35	Aa2 / A+ AA-	4.38 3.78
58933YBH7	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	15,000.00	05/08/2023 4.07%	14,987.85 14,989.37	99.56 4.16%	14,934.08 74.25	0.33% (55.29)	A1 / A+ NR	4.38 3.89
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	60,000.00	09/27/2023 5.59%	58,248.00 58,343.69	101.27 4.55%	60,763.74 130.00	1.33% 2,420.05	A3 / A NR	4.46 3.90
<b>Total Corporate</b>		<b>1,235,000.00</b>	<b>3.43%</b>	<b>1,203,384.60</b> <b>1,212,663.71</b>	<b>4.70%</b>	<b>1,190,516.09</b> <b>6,405.54</b>	<b>26.22%</b> <b>(22,147.62)</b>	<b>A1 / A+</b> <b>A+</b>	<b>2.69</b> <b>2.27</b>
<b>MONEY MARKET FUND</b>									
31846V203	First American Govt Obligation Fund Class Y	40,185.70	Various 4.98%	40,185.70 40,185.70	1.00 4.98%	40,185.70 0.00	0.88% 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>40,185.70</b>	<b>4.98%</b>	<b>40,185.70</b>	<b>4.98%</b>	<b>40,185.70</b> <b>0.00</b>	<b>0.88%</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>SUPRANATIONAL</b>									
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	60,000.00	04/13/2021 0.97%	59,725.20 59,873.59	92.71 4.23%	55,626.78 103.54	1.22% (4,246.81)	Aaa / AAA AAA	2.30 2.23
459058KT9	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	35,000.00	08/25/2023 4.56%	33,397.70 33,510.28	97.91 4.01%	34,269.62 575.07	0.76% 759.34	Aaa / AAA NR	4.53 4.07
45950KDD9	International Finance Corp Note 4.5% Due 7/13/2028	40,000.00	07/06/2023 4.53%	39,955.60 39,959.78	102.09 3.99%	40,836.60 840.00	0.91% 876.82	Aaa / AAA NR	4.54 3.99
<b>Total Supranational</b>		<b>135,000.00</b>	<b>2.94%</b>	<b>133,078.50</b> <b>133,343.65</b>	<b>4.10%</b>	<b>130,733.00</b> <b>1,518.61</b>	<b>2.90%</b> <b>(2,610.65)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.60</b> <b>3.27</b>
<b>US TREASURY</b>									
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	100,000.00	Various 0.59%	99,630.47 99,884.60	95.08 4.60%	95,082.00 127.05	2.09% (4,802.60)	Aaa / AA+ AA+	1.25 1.22
912828XB1	US Treasury Note 2.125% Due 5/15/2025	150,000.00	Various 1.17%	155,085.94 151,924.70	96.81 4.55%	145,212.90 411.57	3.19% (6,711.80)	Aaa / AA+ AA+	1.37 1.33

# Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
9128284Z0	US Treasury Note 2.75% Due 8/31/2025	150,000.00	Various 1.31%	158,617.19 153,497.20	97.35 4.42%	146,021.55 1,393.89	3.23% (7,475.65)	Aaa / AA+ AA+	1.67 1.59
9128285C0	US Treasury Note 3% Due 9/30/2025	150,000.00	Various 1.46%	158,929.68 153,922.88	97.70 4.38%	146,542.95 1,143.45	3.24% (7,379.93)	Aaa / AA+ AA+	1.75 1.67
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	100,000.00	Various 0.70%	98,518.75 99,390.07	92.86 4.30%	92,863.31 32.79	2.04% (6,526.76)	Aaa / AA+ AA+	1.92 1.87
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	85,000.00	Various 0.65%	83,906.44 84,541.32	92.68 4.23%	78,774.43 0.88	1.73% (5,766.89)	Aaa / AA+ AA+	2.00 1.95
91282CBH3	US Treasury Note 0.375% Due 1/31/2026	100,000.00	Various 0.78%	98,076.64 99,170.85	92.39 4.23%	92,390.60 156.93	2.03% (6,780.25)	Aaa / AA+ AA+	2.09 2.03
91282CBQ3	US Treasury Note 0.5% Due 2/28/2026	100,000.00	Various 0.82%	98,480.86 99,331.66	92.41 4.20%	92,410.20 168.95	2.03% (6,921.46)	Aaa / AA+ AA+	2.16 2.11
91282CBT7	US Treasury Note 0.75% Due 3/31/2026	100,000.00	Various 0.85%	99,523.24 99,782.26	92.78 4.15%	92,777.31 190.58	2.04% (7,004.95)	Aaa / AA+ AA+	2.25 2.18
91282CCF6	US Treasury Note 0.75% Due 5/31/2026	125,000.00	08/25/2021 0.80%	124,702.15 124,849.11	92.31 4.13%	115,385.75 81.97	2.53% (9,463.36)	Aaa / AA+ AA+	2.42 2.35
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	125,000.00	08/25/2021 0.82%	123,813.48 124,379.05	91.60 4.08%	114,497.13 326.94	2.52% (9,881.92)	Aaa / AA+ AA+	2.58 2.51
9128282A7	US Treasury Note 1.5% Due 8/15/2026	125,000.00	09/16/2021 0.82%	129,057.62 127,165.72	93.59 4.10%	116,992.25 708.22	2.58% (10,173.47)	Aaa / AA+ AA+	2.62 2.52
91282CDG3	US Treasury Note 1.125% Due 10/31/2026	150,000.00	Various 1.84%	145,220.70 147,083.10	92.28 4.04%	138,415.95 287.43	3.04% (8,667.15)	Aaa / AA+ AA+	2.84 2.73
91282CEF4	US Treasury Note 2.5% Due 3/31/2027	90,000.00	05/25/2022 2.73%	89,050.78 89,364.51	95.57 3.96%	86,016.78 571.72	1.90% (3,347.73)	Aaa / AA+ AA+	3.25 3.06
91282CET4	US Treasury Note 2.625% Due 5/31/2027	150,000.00	06/21/2022 3.38%	144,855.47 146,446.74	95.71 3.98%	143,566.35 344.26	3.15% (2,880.39)	Aaa / AA+ AA+	3.42 3.21
91282CFB2	US Treasury Note 2.75% Due 7/31/2027	125,000.00	08/30/2022 3.30%	121,923.83 122,760.14	95.99 3.96%	119,990.25 1,438.52	2.66% (2,769.89)	Aaa / AA+ AA+	3.58 3.33
91282CGC9	US Treasury Note 3.875% Due 12/31/2027	125,000.00	01/30/2023 3.69%	126,049.80 125,853.88	99.84 3.92%	124,794.88 13.31	2.73% (1,059.00)	Aaa / AA+ AA+	4.00 3.67

# Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CHE4	US Treasury Note 3.625% Due 5/31/2028	70,000.00	06/15/2023 3.93%	69,042.97 69,148.13	98.94 3.89%	69,258.98 221.86	1.52% 110.85	Aaa / AA+ AA+	4.42 4.03
<b>Total US Treasury</b>		<b>2,120,000.00</b>	<b>1.65%</b>	<b>2,124,486.01</b> <b>2,118,495.92</b>	<b>4.18%</b>	<b>2,010,993.57</b> <b>7,620.32</b>	<b>44.22%</b> <b>(107,502.35)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>2.50</b> <b>2.38</b>
<b>TOTAL PORTFOLIO</b>		<b>4,723,006.92</b>	<b>2.51%</b>	<b>4,687,948.10</b> <b>4,688,244.55</b>	<b>4.40%</b>	<b>4,543,100.11</b> <b>21,391.90</b>	<b>100.00%</b> <b>(145,144.44)</b>	<b>Aa1 / AA</b> <b>AA</b>	<b>2.72</b> <b>2.41</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>4,564,492.01</b>			

# Transaction Ledger

As of December 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	12/01/2023	31846V203	81.05	First American Govt Obligation Fund Class Y	1.000	4.98%	81.05	0.00	81.05	0.00
Purchase	12/14/2023	31846V203	1,437.50	First American Govt Obligation Fund Class Y	1.000	4.98%	1,437.50	0.00	1,437.50	0.00
Purchase	12/15/2023	31846V203	1,356.88	First American Govt Obligation Fund Class Y	1.000	4.98%	1,356.88	0.00	1,356.88	0.00
Purchase	12/15/2023	31846V203	77.92	First American Govt Obligation Fund Class Y	1.000	4.98%	77.92	0.00	77.92	0.00
Purchase	12/15/2023	31846V203	169.67	First American Govt Obligation Fund Class Y	1.000	4.98%	169.67	0.00	169.67	0.00
Purchase	12/15/2023	31846V203	48.83	First American Govt Obligation Fund Class Y	1.000	4.98%	48.83	0.00	48.83	0.00
Purchase	12/15/2023	31846V203	641.58	First American Govt Obligation Fund Class Y	1.000	4.98%	641.58	0.00	641.58	0.00
Purchase	12/15/2023	31846V203	759.96	First American Govt Obligation Fund Class Y	1.000	4.98%	759.96	0.00	759.96	0.00
Purchase	12/15/2023	31846V203	539.18	First American Govt Obligation Fund Class Y	1.000	4.98%	539.18	0.00	539.18	0.00
Purchase	12/15/2023	31846V203	1,576.95	First American Govt Obligation Fund Class Y	1.000	4.98%	1,576.95	0.00	1,576.95	0.00
Purchase	12/15/2023	31846V203	767.06	First American Govt Obligation Fund Class Y	1.000	4.98%	767.06	0.00	767.06	0.00
Purchase	12/15/2023	31846V203	518.04	First American Govt Obligation Fund Class Y	1.000	4.98%	518.04	0.00	518.04	0.00
Purchase	12/18/2023	31846V203	506.25	First American Govt Obligation Fund Class Y	1.000	4.98%	506.25	0.00	506.25	0.00
Purchase	12/20/2023	31846V203	875.00	First American Govt Obligation Fund Class Y	1.000	4.98%	875.00	0.00	875.00	0.00
Purchase	12/20/2023	31846V203	50,000.00	First American Govt Obligation Fund Class Y	1.000	4.98%	50,000.00	0.00	50,000.00	0.00
Purchase	12/20/2023	31846V203	3,816.28	First American Govt Obligation Fund Class Y	1.000	4.98%	3,816.28	0.00	3,816.28	0.00

# Transaction Ledger

As of December 31, 2023

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	12/21/2023	31846V203	778.39	First American Govt Obligation Fund Class Y	1.000	4.98%	778.39	0.00	778.39	0.00
Purchase	12/26/2023	31846V203	84.63	First American Govt Obligation Fund Class Y	1.000	4.98%	84.63	0.00	84.63	0.00
Purchase	12/26/2023	31846V203	288.75	First American Govt Obligation Fund Class Y	1.000	4.98%	288.75	0.00	288.75	0.00
Purchase	12/26/2023	31846V203	139.58	First American Govt Obligation Fund Class Y	1.000	4.98%	139.58	0.00	139.58	0.00
Purchase	12/26/2023	31846V203	1,423.98	First American Govt Obligation Fund Class Y	1.000	4.98%	1,423.98	0.00	1,423.98	0.00
Purchase	12/26/2023	31846V203	292.41	First American Govt Obligation Fund Class Y	1.000	4.98%	292.41	0.00	292.41	0.00
Purchase	12/26/2023	437076CV2	55,000.00	Home Depot Callable Note Cont 8/30/2026 4.95% Due 9/30/2026	101.359	4.42%	55,747.45	166.38	55,913.83	0.00
Purchase	12/31/2023	31846V203	2,581.26	First American Govt Obligation Fund Class Y	1.000	4.98%	2,581.26	0.00	2,581.26	0.00
<b>Subtotal</b>			<b>123,761.15</b>				<b>124,508.60</b>	<b>166.38</b>	<b>124,674.98</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>123,761.15</b>				<b>124,508.60</b>	<b>166.38</b>	<b>124,674.98</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	12/26/2023	31846V203	55,913.83	First American Govt Obligation Fund Class Y	1.000	4.98%	55,913.83	0.00	55,913.83	0.00
<b>Subtotal</b>			<b>55,913.83</b>				<b>55,913.83</b>	<b>0.00</b>	<b>55,913.83</b>	<b>0.00</b>
Paydown	12/15/2023	43815BAC4	602.41	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	100.000		602.41	39.17	641.58	0.00
Paydown	12/15/2023	47787JAC2	734.03	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	100.000		734.03	25.93	759.96	0.00



# Transaction Ledger

As of December 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	12/15/2023	47789QAC4	534.99	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	100.000		534.99	4.19	539.18	0.00
Paydown	12/15/2023	47800AAC4	0.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	100.000		0.00	77.92	77.92	0.00
Paydown	12/15/2023	47800BAC2	0.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	100.000		0.00	169.67	169.67	0.00
Paydown	12/15/2023	58769KAD6	1,575.97	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	100.000		1,575.97	0.98	1,576.95	0.00
Paydown	12/15/2023	89238FAD5	0.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	100.000		0.00	48.83	48.83	0.00
Paydown	12/15/2023	89238JAC9	760.33	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	100.000		760.33	6.73	767.06	0.00
Paydown	12/15/2023	89240BAC2	517.37	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	100.000		517.37	0.67	518.04	0.00
Paydown	12/20/2023	36266FAC3	3,732.34	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	100.000		3,732.34	83.94	3,816.28	0.00
Paydown	12/21/2023	43815GAC3	770.16	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	100.000		770.16	8.23	778.39	0.00
Paydown	12/26/2023	05601XAC3	1,419.10	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	100.000		1,419.10	4.88	1,423.98	0.00
Paydown	12/26/2023	09690AAC7	292.33	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	100.000		292.33	0.08	292.41	0.00
Paydown	12/26/2023	3137FETN0	0.00	FHLMC K073 A2 3.35% Due 1/25/2028	100.000		0.00	139.58	139.58	0.00
Paydown	12/26/2023	3137FG6X8	0.00	FHLMC K077 A2 3.85% Due 5/25/2028	100.000		0.00	288.75	288.75	0.00

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	12/26/2023	3137H4BY5	0.00	FHLMC K746 A2 2.031% Due 9/25/2028	100.000		0.00	84.63	84.63	0.00
<b>Subtotal</b>			<b>10,939.03</b>				<b>10,939.03</b>	<b>984.18</b>	<b>11,923.21</b>	<b>0.00</b>
Maturity	12/20/2023	3133EDBU5	50,000.00	FFCB Note 3.5% Due 12/20/2023	100.000		50,000.00	0.00	50,000.00	0.00
<b>Subtotal</b>			<b>50,000.00</b>				<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>
Security Withdrawal	12/06/2023	31846V203	446.41	First American Govt Obligation Fund Class Y	1.000		446.41	0.00	446.41	0.00
Security Withdrawal	12/26/2023	31846V203	104.17	First American Govt Obligation Fund Class Y	1.000		104.17	0.00	104.17	0.00
<b>Subtotal</b>			<b>550.58</b>				<b>550.58</b>	<b>0.00</b>	<b>550.58</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>117,403.44</b>				<b>117,403.44</b>	<b>984.18</b>	<b>118,387.62</b>	<b>0.00</b>
<b>OTHER TRANSACTIONS</b>										
Interest	12/14/2023	3130A1XJ2	100,000.00	FHLB Note 2.875% Due 6/14/2024	0.000		1,437.50	0.00	1,437.50	0.00
Interest	12/15/2023	74340XCG4	60,000.00	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	0.000		1,356.88	0.00	1,356.88	0.00
Interest	12/18/2023	89236TJK2	90,000.00	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	0.000		506.25	0.00	506.25	0.00
Interest	12/20/2023	3133EDBU5	50,000.00	FFCB Note 3.5% Due 12/20/2023	0.000		875.00	0.00	875.00	0.00
Interest	12/31/2023	91282CBC4	85,000.00	US Treasury Note 0.375% Due 12/31/2025	0.000		159.38	0.00	159.38	0.00
Interest	12/31/2023	91282CGC9	125,000.00	US Treasury Note 3.875% Due 12/31/2027	0.000		2,421.88	0.00	2,421.88	0.00
<b>Subtotal</b>			<b>510,000.00</b>				<b>6,756.89</b>	<b>0.00</b>	<b>6,756.89</b>	<b>0.00</b>

# Transaction Ledger

As of December 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>OTHER TRANSACTIONS</b>										
Dividend	12/01/2023	31846V203	27,888.96	First American Govt Obligation Fund Class Y	0.000		81.05	0.00	81.05	0.00
<b>Subtotal</b>			<b>27,888.96</b>				<b>81.05</b>	<b>0.00</b>	<b>81.05</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>537,888.96</b>				<b>6,837.94</b>	<b>0.00</b>	<b>6,837.94</b>	<b>0.00</b>

Income Earned

As of December 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
<b>FIXED INCOME</b>						
00440EAV9	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 05/03/2026	08/24/2023 08/28/2023 60,000.00	57,538.71 0.00 0.00 57,625.02	156.33 0.00 323.83 167.50	86.31 0.00 86.31 253.81	253.81
023135BW5	Amazon.com Inc Note 0.45% Due 05/12/2024	05/10/2021 05/12/2021 25,000.00	24,994.57 0.00 0.00 24,995.60	5.94 0.00 15.31 9.37	1.03 0.00 1.03 10.40	10.40
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 05/12/2026	05/26/2021 05/28/2021 25,000.00	25,019.51 0.00 0.00 25,018.81	13.19 0.00 34.03 20.84	0.00 0.70 (0.70) 20.14	20.14
023135CF1	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 04/13/2027	04/11/2022 04/13/2022 30,000.00	29,958.41 0.00 0.00 29,959.45	132.00 0.00 214.50 82.50	1.04 0.00 1.04 83.54	83.54
037833ET3	Apple Inc Callable Note Cont 4/10/2028 4% Due 05/10/2028	05/08/2023 05/10/2023 10,000.00	9,982.87 0.00 0.00 9,983.19	23.33 0.00 56.67 33.34	0.32 0.00 0.32 33.66	33.66
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 03/25/2025	01/11/2022 01/19/2022 3,900.04	5,319.03 0.00 1,419.10 3,899.98	0.98 4.88 0.72 4.62	0.05 0.00 0.05 4.67	4.67
06051GHR3	Bank of America Corp Callable Note 1X 3/15/2024 3.458% Due 03/15/2025	05/19/2021 05/21/2021 55,000.00	55,422.77 0.00 0.00 55,297.95	401.51 0.00 560.00 158.49	0.00 124.82 (124.82) 33.67	33.67
06051GJG5	Bank of America Corp Callable Note Cont 9/25/2024 0.981% Due 09/25/2025	03/16/2022 03/18/2022 35,000.00	34,095.50 0.00 0.00 34,137.73	62.95 0.00 91.56 28.61	42.23 0.00 42.23 70.84	70.84
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 03/15/2027	Various Various 90,000.00	88,897.69 0.00 0.00 88,926.17	437.00 0.00 609.50 172.50	28.48 0.00 28.48 200.98	200.98

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
09247XAN1	Blackrock Inc Note 3.2% Due 03/15/2027	04/25/2022 04/27/2022 85,000.00	84,474.84 0.00 0.00 84,488.41	574.22 0.00 800.89 226.67	13.57 0.00 13.57 240.24	240.24
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 Due 12/26/2024	09/08/2021 09/15/2021 0.00	292.33 0.00 292.33 0.00	0.02 0.08 0.00 0.06	0.00 0.00 0.00 0.06	0.06
24422EVN6	John Deere Capital Corp Note 0.45% Due 01/17/2024	03/01/2021 03/04/2021 25,000.00	24,999.20 0.00 0.00 24,999.73	41.88 0.00 51.25 9.37	0.53 0.00 0.53 9.90	9.90
24422EVW6	John Deere Capital Corp Note 1.3% Due 10/13/2026	04/21/2022 04/25/2022 90,000.00	85,210.55 0.00 0.00 85,352.36	156.00 0.00 253.50 97.50	141.81 0.00 141.81 239.31	239.31
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	06/18/2019 06/19/2019 100,000.00	100,465.04 0.00 0.00 100,391.49	1,333.68 1,437.50 135.76 239.58	0.00 73.55 (73.55) 166.03	166.03
3130ATS57	FHLB Note 4.5% Due 03/10/2028	04/06/2023 04/10/2023 60,000.00	62,320.64 0.00 0.00 62,274.55	607.50 0.00 832.50 225.00	0.00 46.09 (46.09) 178.91	178.91
3130AWTR1	FHLB Note 4.375% Due 09/08/2028	09/12/2023 09/14/2023 100,000.00	99,515.19 0.00 0.00 99,523.82	1,421.87 0.00 1,786.46 364.59	8.63 0.00 8.63 373.22	373.22
3133EDBU5	FFCB Note Due 12/20/2023	01/16/2019 01/17/2019 0.00	50,018.42 0.00 50,000.00 0.00	782.64 875.00 0.00 92.36	0.00 18.42 (18.42) 73.94	73.94
3133EPC45	FFCB Note 4.625% Due 11/13/2028	11/27/2023 11/28/2023 100,000.00	100,714.81 0.00 0.00 100,702.57	231.25 0.00 616.67 385.42	0.00 12.24 (12.24) 373.18	373.18

Income Earned

As of December 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3133EPWK7	FFCB Note 4.5% Due 09/22/2028	09/27/2023 09/28/2023 130,000.00	128,567.58 0.00 0.00 128,592.85	1,121.25 0.00 1,608.75 487.50	25.27 0.00 25.27 512.77	512.77
3135G03U5	FNMA Note 0.625% Due 04/22/2025	04/27/2020 04/28/2020 100,000.00	99,935.24 0.00 0.00 99,939.20	67.71 0.00 119.79 52.08	3.96 0.00 3.96 56.04	56.04
3135G05X7	FNMA Note 0.375% Due 08/25/2025	08/25/2020 08/27/2020 60,000.00	59,902.55 0.00 0.00 59,907.32	60.00 0.00 78.75 18.75	4.77 0.00 4.77 23.52	23.52
3135G06G3	FNMA Note 0.5% Due 11/07/2025	11/09/2020 11/12/2020 65,000.00	64,909.65 0.00 0.00 64,913.62	21.67 0.00 48.75 27.08	3.97 0.00 3.97 31.05	31.05
3137EAEP0	FHLMC Note 1.5% Due 02/12/2025	03/24/2020 03/25/2020 22,000.00	22,140.51 0.00 0.00 22,130.59	99.92 0.00 127.42 27.50	0.00 9.92 (9.92) 17.58	17.58
3137EAEU9	FHLMC Note 0.375% Due 07/21/2025	07/21/2020 07/23/2020 20,000.00	19,967.35 0.00 0.00 19,969.04	27.08 0.00 33.33 6.25	1.69 0.00 1.69 7.94	7.94
3137EAEX3	FHLMC Note 0.375% Due 09/23/2025	09/23/2020 09/25/2020 60,000.00	59,934.45 0.00 0.00 59,937.52	42.50 0.00 61.25 18.75	3.07 0.00 3.07 21.82	21.82
3137FETN0	FHLMC K073 A2 3.35% Due 01/25/2028	07/10/2023 07/13/2023 50,000.00	47,566.20 0.00 0.00 47,615.97	27.92 139.58 27.92 139.58	49.77 0.00 49.77 189.35	189.35
3137FG6X8	FHLMC K077 A2 3.85% Due 05/25/2028	05/24/2023 05/30/2023 90,000.00	88,515.43 0.00 0.00 88,543.55	57.75 288.75 57.75 288.75	28.12 0.00 28.12 316.87	316.87

**Income Earned**

As of December 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3137H4BY5	FHLMC K746 A2 2.031% Due 09/25/2028	10/26/2023 10/31/2023 50,000.00	43,180.66 0.00 0.00 43,300.78	84.63 84.63 84.63 84.63	120.12 0.00 120.12 204.75	204.75
341081GN1	Florida Power and Light Callable Note Cont 3/15/2028 4.4% Due 05/15/2028	06/15/2023 06/20/2023 60,000.00	59,317.59 0.00 0.00 59,330.59	117.33 0.00 337.33 220.00	13.00 0.00 13.00 233.00	233.00
36266FAC3	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 06/20/2025	05/03/2022 05/11/2022 25,722.01	29,453.46 0.00 3,732.34 25,721.34	30.78 83.94 26.88 80.04	0.22 0.00 0.22 80.26	80.26
437076CV2	Home Depot Callable Note Cont 8/30/2026 4.95% Due 09/30/2026	12/21/2023 12/26/2023 55,000.00	0.00 55,747.45 0.00 55,742.86	0.00 (166.38) 204.19 37.81	0.00 4.59 (4.59) 33.22	33.22
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 05/15/2026	02/15/2022 02/23/2022 24,397.59	24,998.30 0.00 602.41 24,396.03	20.89 39.17 20.39 38.67	0.14 0.00 0.14 38.81	38.81
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 01/21/2026	11/16/2021 11/24/2021 10,448.27	11,217.54 0.00 770.16 10,447.50	2.74 8.23 2.55 8.04	0.12 0.00 0.12 8.16	8.16
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 04/20/2026	04/13/2021 04/20/2021 60,000.00	59,868.92 0.00 0.00 59,873.59	59.79 0.00 103.54 43.75	4.67 0.00 4.67 48.42	48.42
459058KT9	Intl. Bank Recon & Development Note 3.5% Due 07/12/2028	08/25/2023 08/29/2023 35,000.00	33,482.36 0.00 0.00 33,510.28	472.99 0.00 575.07 102.08	27.92 0.00 27.92 130.00	130.00
45950KDD9	International Finance Corp Note 4.5% Due 07/13/2028	07/06/2023 07/13/2023 40,000.00	39,959.03 0.00 0.00 39,959.78	690.00 0.00 840.00 150.00	0.75 0.00 0.75 150.75	150.75

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 04/22/2026	03/22/2022 03/24/2022 90,000.00	88,144.90 0.00 0.00 88,210.78	203.09 0.00 359.32 156.23	65.88 0.00 65.88 222.11	222.11
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 09/16/2026	03/10/2022 03/16/2022 12,675.62	13,408.13 0.00 734.03 12,674.25	13.83 25.93 13.07 25.17	0.15 0.00 0.15 25.32	25.32
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 03/16/2026	07/13/2021 07/21/2021 9,139.59	9,674.27 0.00 534.99 9,139.32	2.24 4.19 2.11 4.06	0.04 0.00 0.04 4.10	4.10
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 02/16/2027	07/12/2022 07/20/2022 25,000.00	24,998.52 0.00 0.00 24,998.58	41.56 77.92 41.56 77.92	0.06 0.00 0.06 77.98	77.98
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 06/15/2027	10/12/2022 10/19/2022 40,000.00	39,997.85 0.00 0.00 39,997.92	90.49 169.67 90.49 169.67	0.07 0.00 0.07 169.74	169.74
58769KAD6	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	06/22/2021 06/29/2021 1,352.16	2,928.12 0.00 1,575.97 1,352.16	0.52 0.98 0.24 0.70	0.01 0.00 0.01 0.71	0.71
58933YBH7	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 05/17/2028	05/08/2023 05/17/2023 15,000.00	14,989.17 0.00 0.00 14,989.37	23.63 0.00 74.25 50.62	0.20 0.00 0.20 50.82	50.82
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 07/17/2026	07/18/2022 07/20/2022 30,000.00	30,000.00 0.00 0.00 30,000.00	522.49 0.00 639.46 116.97	0.00 0.00 0.00 116.97	116.97
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 05/10/2027	09/28/2022 09/30/2022 70,000.00	68,489.22 0.00 0.00 68,526.51	163.33 0.00 396.67 233.34	37.29 0.00 37.29 270.63	270.63



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 06/15/2028	09/27/2023 09/29/2023 60,000.00	58,312.13 0.00 0.00 58,343.69	1,243.13 1,356.88 130.00 243.75	31.56 0.00 31.56 275.31	275.31
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 07/15/2024	06/29/2021 07/12/2021 5,000.00	4,999.47 0.00 0.00 4,999.55	11.81 0.00 14.41 2.60	0.08 0.00 0.08 2.68	2.68
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 02/06/2026	Various Various 90,000.00	88,036.59 0.00 0.00 88,112.86	501.97 0.00 632.93 130.96	76.27 0.00 76.27 207.23	207.23
87612EBM7	Target Corp Callable Note Cont 12/15/2026 1.95% Due 01/15/2027	01/19/2022 01/24/2022 25,000.00	24,973.31 0.00 0.00 24,974.04	184.17 0.00 224.79 40.62	0.73 0.00 0.73 41.35	41.35
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 06/18/2026	Various Various 90,000.00	87,524.26 0.00 0.00 87,606.79	458.44 506.25 36.56 84.37	82.53 0.00 82.53 166.90	166.90
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 09/15/2026	04/07/2022 04/13/2022 20,000.00	19,999.77 0.00 0.00 19,999.78	26.04 48.83 26.04 48.83	0.01 0.00 0.01 48.84	48.84
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 04/15/2026	11/09/2021 11/15/2021 10,611.19	11,371.43 0.00 760.33 10,611.12	3.59 6.73 3.35 6.49	0.02 0.00 0.02 6.51	6.51
89240BAC2	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 05/15/2025	02/02/2021 02/08/2021 2,574.75	3,092.07 0.00 517.37 2,574.72	0.36 0.67 0.30 0.61	0.02 0.00 0.02 0.63	0.63
9128282A7	US Treasury Note 1.5% Due 08/15/2026	09/16/2021 09/17/2021 125,000.00	127,235.88 0.00 0.00 127,165.72	550.27 0.00 708.22 157.95	0.00 70.16 (70.16) 87.79	87.79

Income Earned

As of December 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
9128284Z0	US Treasury Note 2.75% Due 08/31/2025	Various Various 150,000.00	153,675.50 0.00 0.00 153,497.20	1,042.58 0.00 1,393.89 351.31	0.00 178.30 (178.30) 173.01	173.01
9128285C0	US Treasury Note 3% Due 09/30/2025	Various Various 150,000.00	154,113.48 0.00 0.00 153,922.88	762.30 0.00 1,143.45 381.15	0.00 190.60 (190.60) 190.55	190.55
912828XB1	US Treasury Note 2.125% Due 05/15/2025	Various Various 150,000.00	152,044.03 0.00 0.00 151,924.70	140.11 0.00 411.57 271.46	0.00 119.33 (119.33) 152.13	152.13
912828ZF0	US Treasury Note 0.5% Due 03/31/2025	Various Various 100,000.00	99,876.74 0.00 0.00 99,884.60	84.70 0.00 127.05 42.35	7.86 0.00 7.86 50.21	50.21
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	Various Various 100,000.00	99,363.02 0.00 0.00 99,390.07	1.02 0.00 32.79 31.77	27.08 0.03 27.05 58.82	58.82
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	Various Various 85,000.00	84,521.84 0.00 0.00 84,541.32	133.39 159.38 0.88 26.87	19.48 0.00 19.48 46.35	46.35
91282CBH3	US Treasury Note 0.375% Due 01/31/2026	Various Various 100,000.00	99,137.07 0.00 0.00 99,170.85	125.34 0.00 156.93 31.59	33.78 0.00 33.78 65.37	65.37
91282CBQ3	US Treasury Note 0.5% Due 02/28/2026	Various Various 100,000.00	99,305.40 0.00 0.00 99,331.66	126.38 0.00 168.95 42.57	26.26 0.00 26.26 68.83	68.83
91282CBT7	US Treasury Note 0.75% Due 03/31/2026	Various Various 100,000.00	99,774.02 0.00 0.00 99,782.26	127.05 0.00 190.58 63.53	8.24 0.00 8.24 71.77	71.77

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CCF6	US Treasury Note 0.75% Due 05/31/2026	08/25/2021 08/26/2021 125,000.00	124,843.80 0.00 0.00 124,849.11	2.56 0.00 81.97 79.41	5.31 0.00 5.31 84.72	84.72
91282CCP4	US Treasury Note 0.625% Due 07/31/2026	08/25/2021 08/26/2021 125,000.00	124,358.62 0.00 0.00 124,379.05	261.12 0.00 326.94 65.82	20.43 0.00 20.43 86.25	86.25
91282CDG3	US Treasury Note 1.125% Due 10/31/2026	Various Various 150,000.00	146,995.66 0.00 0.00 147,083.10	143.72 0.00 287.43 143.71	87.44 0.00 87.44 231.15	231.15
91282CEF4	US Treasury Note 2.5% Due 03/31/2027	05/25/2022 05/26/2022 90,000.00	89,347.88 0.00 0.00 89,364.51	381.15 0.00 571.72 190.57	16.63 0.00 16.63 207.20	207.20
91282CET4	US Treasury Note 2.625% Due 05/31/2027	06/21/2022 06/22/2022 150,000.00	146,358.33 0.00 0.00 146,446.74	10.76 0.00 344.26 333.50	88.41 0.00 88.41 421.91	421.91
91282CFB2	US Treasury Note 2.75% Due 07/31/2027	08/30/2022 08/31/2022 125,000.00	122,707.01 0.00 0.00 122,760.14	1,148.95 0.00 1,438.52 289.57	53.13 0.00 53.13 342.70	342.70
91282CGC9	US Treasury Note 3.875% Due 12/31/2027	01/30/2023 01/31/2023 125,000.00	125,872.01 0.00 0.00 125,853.88	2,027.00 2,421.88 13.31 408.19	0.00 18.13 (18.13) 390.06	390.06
91282CHE4	US Treasury Note 3.625% Due 05/31/2028	06/15/2023 06/16/2023 70,000.00	69,131.75 0.00 0.00 69,148.13	6.93 0.00 221.86 214.93	16.38 0.00 16.38 231.31	231.31
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 05/15/2026	Various Various 90,000.00	85,917.17 0.00 0.00 86,058.41	46.01 0.00 132.26 86.25	141.80 0.56 141.24 227.49	227.49

**Income Earned**

As of December 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 09/17/2026	09/08/2021 09/17/2021 10,000.00	9,989.43 0.00 0.00 9,989.75	21.58 0.00 30.33 8.75	0.32 0.00 0.32 9.07	9.07
931142EW9	Wal-Mart Stores Note 3.9% Due 09/09/2025	09/06/2022 09/09/2022 15,000.00	14,993.79 0.00 0.00 14,994.09	133.25 0.00 182.00 48.75	0.30 0.00 0.30 49.05	49.05
			<b>4,652,658.54</b>	<b>20,154.10</b>	<b>1,459.33</b>	
			<b>55,747.45</b>	<b>7,574.69</b>	<b>867.44</b>	
			<b>60,939.03</b>	<b>21,391.90</b>	<b>591.89</b>	
<b>Total Fixed Income</b>		<b>4,682,821.22</b>	<b>4,648,058.85</b>	<b>8,812.49</b>	<b>9,404.38</b>	<b>9,404.38</b>
<b>CASH &amp; EQUIVALENT</b>						
31846V203	First American Govt Obligation Fund Class Y	Various Various 40,185.70	27,888.96 68,761.15 56,464.41 40,185.70	0.00 81.05 0.00 81.05	0.00 0.00 0.00 81.05	81.05
			<b>27,888.96</b>	<b>0.00</b>	<b>0.00</b>	
			<b>68,761.15</b>	<b>81.05</b>	<b>0.00</b>	
			<b>56,464.41</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Cash &amp; Equivalent</b>		<b>40,185.70</b>	<b>40,185.70</b>	<b>81.05</b>	<b>81.05</b>	<b>81.05</b>
			<b>4,680,547.50</b>	<b>20,154.10</b>	<b>1,459.33</b>	
			<b>124,508.60</b>	<b>7,655.74</b>	<b>867.44</b>	
			<b>117,403.44</b>	<b>21,391.90</b>	<b>591.89</b>	
<b>TOTAL PORTFOLIO</b>		<b>4,723,006.92</b>	<b>4,688,244.55</b>	<b>8,893.54</b>	<b>9,485.43</b>	<b>9,485.43</b>

# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/12/2024	Interest	459058KT9	35,000.00	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	0.00	612.50	612.50
01/13/2024	Interest	45950KDD9	40,000.00	International Finance Corp Note 4.5% Due 7/13/2028	0.00	900.00	900.00
01/15/2024	Interest	87612EBM7	25,000.00	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	0.00	243.75	243.75
01/15/2024	Interest	79466LAG9	5,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	15.63	15.63
01/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	595.89	24.51	620.40
01/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	608.92	3.96	612.88
01/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,033.84	48.83	1,082.67
01/15/2024	Paydown	89240BAC2	2,574.75	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	857.97	0.56	858.53
01/15/2024	Paydown	58769KAD6	1,352.16	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	1,352.16	0.45	1,352.61
01/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,385.49	38.22	1,423.71
01/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	77.92	77.92
01/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	169.67	169.67
01/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	755.03	6.28	761.31
01/17/2024	Interest	61747YET8	30,000.00	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	0.00	701.85	701.85
01/17/2024	Maturity	24422EVN6	25,000.00	John Deere Capital Corp Note 0.45% Due 1/17/2024	25,000.00	56.25	25,056.25
01/20/2024	Paydown	3137H4BY5	0.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
01/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,671.91	73.31	3,745.22

# Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/21/2024	Interest	3137EAEU9	20,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	37.50	37.50
01/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	745.18	7.66	752.84
01/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
01/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
01/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,541.56	288.75	1,830.31
01/25/2024	Paydown	05601XAC3	3,900.04	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	1,294.33	3.58	1,297.91
01/31/2024	Interest	91282CCP4	125,000.00	US Treasury Note 0.625% Due 7/31/2026	0.00	390.63	390.63
01/31/2024	Interest	91282CBH3	100,000.00	US Treasury Note 0.375% Due 1/31/2026	0.00	187.50	187.50
01/31/2024	Interest	91282CFB2	125,000.00	US Treasury Note 2.75% Due 7/31/2027	0.00	1,718.75	1,718.75
<b>JAN 2024</b>					<b>38,842.28</b>	<b>5,916.90</b>	<b>44,759.18</b>
02/06/2024	Interest	857477BR3	90,000.00	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	0.00	785.70	785.70
02/12/2024	Interest	3137EAEPO	22,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	165.00	165.00
02/15/2024	Interest	9128282A7	125,000.00	US Treasury Note 1.5% Due 8/15/2026	0.00	937.50	937.50
02/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,391.56	36.05	1,427.61
02/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	77.92	77.92
02/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	755.48	5.83	761.31
02/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	608.97	3.70	612.67

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2024	Paydown	89240BAC2	2,574.75	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	858.25	0.37	858.62
02/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,035.90	46.31	1,082.21
02/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	596.66	23.35	620.01
02/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	169.67	169.67
02/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,672.80	62.84	3,735.64
02/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	745.34	7.12	752.46
02/25/2024	Interest	3135G05X7	60,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	112.50	112.50
02/25/2024	Paydown	05601XAC3	3,900.04	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	1,300.00	2.39	1,302.39
02/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,547.21	283.80	1,831.01
02/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
02/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
02/29/2024	Interest	9128284Z0	150,000.00	US Treasury Note 2.75% Due 8/31/2025	0.00	2,062.50	2,062.50
02/29/2024	Interest	91282CBQ3	100,000.00	US Treasury Note 0.5% Due 2/28/2026	0.00	250.00	250.00
<b>FEB 2024</b>					<b>12,512.17</b>	<b>5,256.76</b>	<b>17,768.93</b>
03/08/2024	Interest	3130AWTR1	100,000.00	FHLB Note 4.375% Due 9/8/2028	0.00	2,600.69	2,600.69
03/09/2024	Interest	931142EW9	15,000.00	Wal-Mart Stores Note 3.9% Due 9/9/2025	0.00	292.50	292.50
03/10/2024	Interest	3130ATS57	60,000.00	FHLB Note 4.5% Due 3/10/2028	0.00	1,350.00	1,350.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2024	Call	06051GHR3	55,000.00	Bank of America Corp Callable Note 1X 3/15/2024 3.458% Due 3/15/2025	55,000.00	950.95	55,950.95
03/15/2024	Interest	09247XAN1	85,000.00	Blackrock Inc Note 3.2% Due 3/15/2027	0.00	1,360.00	1,360.00
03/15/2024	Interest	084664CZ2	90,000.00	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	0.00	1,035.00	1,035.00
03/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	597.42	22.20	619.62
03/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,017.93	77.92	1,095.85
03/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	169.67	169.67
03/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	755.93	5.38	761.31
03/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,397.66	33.87	1,431.53
03/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.03	3.43	612.46
03/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,037.97	43.78	1,081.75
03/15/2024	Paydown	89240BAC2	2,574.75	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	858.52	0.19	858.71
03/17/2024	Interest	931142ER0	10,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	52.50	52.50
03/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,673.68	52.38	3,726.06
03/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	745.52	6.57	752.09
03/22/2024	Interest	3133EPWK7	130,000.00	FFCB Note 4.5% Due 9/22/2028	0.00	2,925.00	2,925.00
03/23/2024	Interest	3137EAEX3	60,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	112.50	112.50
03/25/2024	Interest	06051GJG5	35,000.00	Bank of America Corp Callable Note Cont 9/25/2024 0.981% Due 9/25/2025	0.00	171.68	171.68



# Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/25/2024	Paydown	05601XAC3	3,900.04	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	1,305.70	1.20	1,306.90
03/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
03/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
03/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,552.88	278.84	1,831.72
03/30/2024	Interest	437076CV2	55,000.00	Home Depot Callable Note Cont 8/30/2026 4.95% Due 9/30/2026	0.00	877.25	877.25
03/31/2024	Interest	9128285C0	150,000.00	US Treasury Note 3% Due 9/30/2025	0.00	2,250.00	2,250.00
03/31/2024	Interest	91282CBT7	100,000.00	US Treasury Note 0.75% Due 3/31/2026	0.00	375.00	375.00
03/31/2024	Interest	912828ZF0	100,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	250.00	250.00
03/31/2024	Interest	91282CEF4	90,000.00	US Treasury Note 2.5% Due 3/31/2027	0.00	1,125.00	1,125.00
<b>MAR 2024</b>					<b>68,552.24</b>	<b>16,647.71</b>	<b>85,199.95</b>
04/13/2024	Interest	24422EVW6	90,000.00	John Deere Capital Corp Note 1.3% Due 10/13/2026	0.00	585.00	585.00
04/13/2024	Interest	023135CF1	30,000.00	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 4/13/2027	0.00	495.00	495.00
04/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	598.18	21.05	619.23
04/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.08	3.17	612.25
04/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,403.79	31.68	1,435.47
04/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,040.04	41.25	1,081.29
04/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,019.97	74.74	1,094.71

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	756.37	4.94	761.31
04/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	169.67	169.67
04/20/2024	Interest	4581X0DV7	60,000.00	Inter-American Dev Bank Note 0.875% Due 4/20/2026	0.00	262.50	262.50
04/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,674.57	41.91	3,716.48
04/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	745.70	6.02	751.72
04/22/2024	Interest	3135G03U5	100,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	312.50	312.50
04/22/2024	Interest	46647PBK1	90,000.00	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	0.00	937.35	937.35
04/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
04/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
04/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,558.57	273.86	1,832.43
04/30/2024	Interest	91282CDG3	150,000.00	US Treasury Note 1.125% Due 10/31/2026	0.00	843.75	843.75
<b>APR 2024</b>					<b>11,406.27</b>	<b>4,328.60</b>	<b>15,734.87</b>
05/03/2024	Interest	00440EAV9	60,000.00	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 5/3/2026	0.00	1,005.00	1,005.00
05/07/2024	Interest	3135G06G3	65,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	162.50	162.50
05/10/2024	Interest	665859AW4	70,000.00	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	0.00	1,400.00	1,400.00
05/10/2024	Interest	037833ET3	10,000.00	Apple Inc Callable Note Cont 4/10/2028 4% Due 5/10/2028	0.00	200.00	200.00
05/12/2024	Interest	023135BX3	25,000.00	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	0.00	125.00	125.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/12/2024	Maturity	023135BW5	25,000.00	Amazon.com Inc Note 0.45% Due 5/12/2024	25,000.00	56.25	25,056.25
05/13/2024	Interest	3133EPC45	100,000.00	FFCB Note 4.625% Due 11/13/2028	0.00	2,312.50	2,312.50
05/15/2024	Interest	912828XB1	150,000.00	US Treasury Note 2.125% Due 5/15/2025	0.00	1,593.75	1,593.75
05/15/2024	Interest	341081GN1	60,000.00	Florida Power and Light Callable Note Cont 3/15/2028 4.4% Due 5/15/2028	0.00	1,320.00	1,320.00
05/15/2024	Interest	91324PEC2	90,000.00	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	0.00	517.50	517.50
05/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,409.94	29.48	1,439.42
05/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,022.00	71.57	1,093.57
05/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	169.67	169.67
05/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	756.82	4.49	761.31
05/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	598.96	19.89	618.85
05/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.14	2.90	612.04
05/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,042.11	38.71	1,080.82
05/17/2024	Interest	58933YBH7	15,000.00	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	0.00	303.75	303.75
05/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,675.46	31.43	3,706.89
05/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	745.86	5.48	751.34
05/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
05/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,564.29	268.86	1,833.15
05/31/2024	Interest	91282CCF6	125,000.00	US Treasury Note 0.75% Due 5/31/2026	0.00	468.75	468.75
05/31/2024	Interest	91282CAZ4	100,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	187.51	187.51
05/31/2024	Interest	91282CHE4	70,000.00	US Treasury Note 3.625% Due 5/31/2028	0.00	1,268.75	1,268.75
05/31/2024	Interest	91282CET4	150,000.00	US Treasury Note 2.625% Due 5/31/2027	0.00	1,968.75	1,968.75
<b>MAY 2024</b>					<b>36,424.58</b>	<b>13,756.70</b>	<b>50,181.28</b>
06/14/2024	Maturity	3130A1XJ2	100,000.00	FHLB Note 2.875% Due 6/14/2024	100,000.00	1,437.50	101,437.50
06/15/2024	Interest	74340XCG4	60,000.00	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	0.00	1,462.50	1,462.50
06/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,044.20	36.16	1,080.36
06/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	599.73	18.73	618.46
06/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	169.67	169.67
06/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,416.12	27.27	1,443.39
06/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,024.05	68.38	1,092.43
06/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	757.27	4.04	761.31
06/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.20	2.64	611.84
06/18/2024	Interest	89236TJK2	90,000.00	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	0.00	506.26	506.26

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,676.35	20.96	3,697.31
06/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	746.04	4.93	750.97
06/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
06/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,570.02	263.84	1,833.86
06/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
06/30/2024	Interest	91282CBC4	85,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	159.38	159.38
06/30/2024	Interest	91282CGC9	125,000.00	US Treasury Note 3.875% Due 12/31/2027	0.00	2,421.88	2,421.88
<b>JUN 2024</b>					<b>111,442.98</b>	<b>6,828.35</b>	<b>118,271.33</b>
07/12/2024	Interest	459058KT9	35,000.00	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	0.00	612.50	612.50
07/13/2024	Interest	45950KDD9	40,000.00	International Finance Corp Note 4.5% Due 7/13/2028	0.00	900.00	900.00
07/15/2024	Interest	87612EBM7	25,000.00	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	0.00	243.75	243.75
07/15/2024	Maturity	79466LAG9	5,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	5,000.00	15.63	5,015.63
07/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	600.50	17.57	618.07
07/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,026.09	65.19	1,091.28
07/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,626.45	169.67	1,796.12
07/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	757.72	3.59	761.31
07/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,422.32	25.06	1,447.38

# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.25	2.38	611.63
07/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,046.29	33.61	1,079.90
07/17/2024	Interest	61747YET8	30,000.00	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	0.00	701.85	701.85
07/20/2024	Paydown	36266FAC3	25,722.01	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	3,677.24	10.48	3,687.72
07/21/2024	Interest	3137EAEU9	20,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	37.50	37.50
07/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	746.22	4.38	750.60
07/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
07/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,575.78	258.80	1,834.58
07/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
07/31/2024	Interest	91282CBH3	100,000.00	US Treasury Note 0.375% Due 1/31/2026	0.00	187.50	187.50
07/31/2024	Interest	91282CCP4	125,000.00	US Treasury Note 0.625% Due 7/31/2026	0.00	390.63	390.63
07/31/2024	Interest	91282CFB2	125,000.00	US Treasury Note 2.75% Due 7/31/2027	0.00	1,718.75	1,718.75
<b>JUL 2024</b>					<b>18,087.86</b>	<b>5,623.05</b>	<b>23,710.91</b>
08/06/2024	Interest	857477BR3	90,000.00	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	0.00	785.70	785.70
08/12/2024	Interest	3137EAEP0	22,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	165.00	165.00
08/15/2024	Interest	9128282A7	125,000.00	US Treasury Note 1.5% Due 8/15/2026	0.00	937.50	937.50
08/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,428.56	22.83	1,451.39

# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,048.37	31.06	1,079.43
08/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	601.27	16.41	617.68
08/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.31	2.11	611.42
08/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,028.14	61.99	1,090.13
08/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	758.16	3.15	761.31
08/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,629.90	162.77	1,792.67
08/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	746.40	3.83	750.23
08/25/2024	Interest	3135G05X7	60,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	112.50	112.50
08/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
08/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
08/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,581.56	253.75	1,835.31
08/31/2024	Interest	9128284Z0	150,000.00	US Treasury Note 2.75% Due 8/31/2025	0.00	2,062.50	2,062.50
08/31/2024	Interest	91282CBQ3	100,000.00	US Treasury Note 0.5% Due 2/28/2026	0.00	250.00	250.00
<b>AUG 2024</b>					<b>9,431.67</b>	<b>5,095.31</b>	<b>14,526.98</b>
09/08/2024	Interest	3130AWTR1	100,000.00	FHLB Note 4.375% Due 9/8/2028	0.00	2,187.51	2,187.51
09/09/2024	Interest	931142EW9	15,000.00	Wal-Mart Stores Note 3.9% Due 9/9/2025	0.00	292.50	292.50
09/10/2024	Interest	3130ATS57	60,000.00	FHLB Note 4.5% Due 3/10/2028	0.00	1,350.00	1,350.00

# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2024	Interest	09247XAN1	85,000.00	Blackrock Inc Note 3.2% Due 3/15/2027	0.00	1,360.00	1,360.00
09/15/2024	Interest	084664CZ2	90,000.00	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	0.00	1,035.00	1,035.00
09/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	602.03	15.25	617.28
09/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.36	1.85	611.21
09/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,050.47	28.50	1,078.97
09/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,434.82	20.59	1,455.41
09/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,030.19	58.79	1,088.98
09/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,633.35	155.85	1,789.20
09/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	758.61	2.70	761.31
09/17/2024	Interest	931142ER0	10,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	52.50	52.50
09/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	746.56	3.29	749.85
09/22/2024	Interest	3133EPWK7	130,000.00	FFCB Note 4.5% Due 9/22/2028	0.00	2,925.00	2,925.00
09/23/2024	Interest	3137EAEX3	60,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	112.50	112.50
09/25/2024	Interest	06051GJG5	35,000.00	Bank of America Corp Callable Note Cont 9/25/2024 0.981% Due 9/25/2025	0.00	171.68	171.68
09/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,587.36	248.67	1,836.03
09/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
09/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63



# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2024	Interest	912828ZF0	100,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	250.00	250.00
09/30/2024	Interest	91282CEF4	90,000.00	US Treasury Note 2.5% Due 3/31/2027	0.00	1,125.00	1,125.00
09/30/2024	Interest	437076CV2	55,000.00	Home Depot Callable Note Cont 8/30/2026 4.95% Due 9/30/2026	0.00	1,361.25	1,361.25
09/30/2024	Interest	9128285C0	150,000.00	US Treasury Note 3% Due 9/30/2025	0.00	2,250.00	2,250.00
09/30/2024	Interest	91282CBT7	100,000.00	US Treasury Note 0.75% Due 3/31/2026	0.00	375.00	375.00
<b>SEP 2024</b>					<b>9,452.75</b>	<b>15,607.64</b>	<b>25,060.39</b>
10/13/2024	Interest	023135CF1	30,000.00	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 4/13/2027	0.00	495.00	495.00
10/13/2024	Interest	24422EVW6	90,000.00	John Deere Capital Corp Note 1.3% Due 10/13/2026	0.00	585.00	585.00
10/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,441.11	18.34	1,459.45
10/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,032.25	55.58	1,087.83
10/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	759.06	2.25	761.31
10/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	602.81	14.08	616.89
10/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,636.80	148.93	1,785.73
10/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,052.57	25.93	1,078.50
10/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.42	1.58	611.00
10/20/2024	Interest	4581X0DV7	60,000.00	Inter-American Dev Bank Note 0.875% Due 4/20/2026	0.00	262.50	262.50
10/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	746.74	2.74	749.48

# Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/22/2024	Interest	3135G03U5	100,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	312.50	312.50
10/22/2024	Interest	46647PBK1	90,000.00	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	0.00	937.35	937.35
10/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
10/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,593.18	243.58	1,836.76
10/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
10/31/2024	Interest	91282CDG3	150,000.00	US Treasury Note 1.125% Due 10/31/2026	0.00	843.75	843.75
<b>OCT 2024</b>					<b>9,473.94</b>	<b>4,173.32</b>	<b>13,647.26</b>
11/03/2024	Interest	00440EAV9	60,000.00	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 5/3/2026	0.00	1,005.00	1,005.00
11/07/2024	Interest	3135G06G3	65,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	162.50	162.50
11/10/2024	Interest	037833ET3	10,000.00	Apple Inc Callable Note Cont 4/10/2028 4% Due 5/10/2028	0.00	200.00	200.00
11/10/2024	Interest	665859AW4	70,000.00	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	0.00	1,400.00	1,400.00
11/12/2024	Interest	023135BX3	25,000.00	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	0.00	125.00	125.00
11/13/2024	Interest	3133EPC45	100,000.00	FFCB Note 4.625% Due 11/13/2028	0.00	2,312.50	2,312.50
11/15/2024	Interest	912828XB1	150,000.00	US Treasury Note 2.125% Due 5/15/2025	0.00	1,593.75	1,593.75
11/15/2024	Interest	341081GN1	60,000.00	Florida Power and Light Callable Note Cont 3/15/2028 4.4% Due 5/15/2028	0.00	1,320.00	1,320.00
11/15/2024	Interest	91324PEC2	90,000.00	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	0.00	517.50	517.50

# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	603.58	12.92	616.50
11/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,034.32	52.36	1,086.68
11/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,640.27	141.98	1,782.25
11/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	759.51	1.80	761.31
11/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,447.43	16.08	1,463.51
11/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.47	1.32	610.79
11/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,054.67	23.36	1,078.03
11/17/2024	Interest	58933YBH7	15,000.00	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	0.00	303.75	303.75
11/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	746.92	2.19	749.11
11/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
11/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,599.02	238.47	1,837.49
11/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
11/30/2024	Interest	91282CAZ4	100,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	187.51	187.51
11/30/2024	Interest	91282CCF6	125,000.00	US Treasury Note 0.75% Due 5/31/2026	0.00	468.75	468.75
11/30/2024	Interest	91282CET4	150,000.00	US Treasury Note 2.625% Due 5/31/2027	0.00	1,968.75	1,968.75
11/30/2024	Interest	91282CHE4	70,000.00	US Treasury Note 3.625% Due 5/31/2028	0.00	1,268.75	1,268.75
<b>NOV 2024</b>					<b>9,495.19</b>	<b>13,548.45</b>	<b>23,043.64</b>

# Cash Flow Report

As of December 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/15/2024	Interest	74340XCG4	60,000.00	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	0.00	1,462.50	1,462.50
12/15/2024	Paydown	89238JAC9	10,611.19	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	759.96	1.35	761.31
12/15/2024	Paydown	47800AAC4	25,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	1,036.39	49.13	1,085.52
12/15/2024	Paydown	47800BAC2	40,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,643.74	135.03	1,778.77
12/15/2024	Paydown	43815BAC4	24,397.59	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,453.77	13.82	1,467.59
12/15/2024	Paydown	89238FAD5	20,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	1,056.78	20.79	1,077.57
12/15/2024	Paydown	47787JAC2	12,675.62	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	604.36	11.75	616.11
12/15/2024	Paydown	47789QAC4	9,139.59	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	609.53	1.06	610.59
12/18/2024	Interest	89236TJK2	90,000.00	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	0.00	506.26	506.26
12/21/2024	Paydown	43815GAC3	10,448.27	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	747.09	1.64	748.73
12/25/2024	Interest	06051GJG5	35,000.00	Bank of America Corp Callable Note Cont 9/25/2024 0.981% Due 9/25/2025	0.00	556.49	556.49
12/25/2024	Paydown	3137H4BY5	50,000.00	FHLMC K746 A2 2.031% Due 9/25/2028	0.00	84.63	84.63
12/25/2024	Paydown	3137FETN0	50,000.00	FHLMC K073 A2 3.35% Due 1/25/2028	0.00	139.58	139.58
12/25/2024	Paydown	3137FG6X8	90,000.00	FHLMC K077 A2 3.85% Due 5/25/2028	1,604.88	233.34	1,838.22
<b>DEC 2024</b>					<b>9,516.50</b>	<b>3,217.37</b>	<b>12,733.87</b>
<b>TOTAL</b>					<b>344,638.43</b>	<b>100,000.16</b>	<b>444,638.59</b>

Chandler Asset Management, Inc. ("Chandler") is an SEC registered investment adviser. For additional information about our firm, please see our current disclosures (Form ADV). To obtain a copy of our current disclosures, you may contact your client service representative by calling the number on the front of this statement or you may visit our website at [www.chandlerasset.com](http://www.chandlerasset.com).

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**Custody:** Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

**Valuation:** Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

**Performance:** Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

**Ratings:** Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.



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Benchmark Index	Disclosure
ICE BofA 1-5 Yr US Treasury & Agency Index	The ICE BofA 1-5 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than five years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies.


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## BOARD INFORMATION

BOARD OF DIRECTORS  
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: January 17, 2024

Subject: YTD District Budget Status Report

Funds Budgeted: \$

Fiscal Impact: \$

## Staff Recommendation

No Action Necessary – Informational Item Only

## Discussion

Attached for review is the YTD District Budget Status Report for the period ending December 31, 2023.

Due to the payment schedule for *Membership Dues & Fees*, the actual expenses are high but as expected. This line item is not expected to exceed budget.

## Environmental Impact

None

## Strategic Plan Objective(s)

3.1 – Utilize and comply with a set of financial policies to maintain TVMWD's financial health

## Attachment(s)

Exhibit A – YTD District Budget Status Report

## Meeting History

None

NA/BA


THREE VALLEYS MUNICIPAL WATER DISTRICT				
DISTRICT BUDGET - FISCAL YEAR 2023-2024				
Month Ending	December 31, 2023			
	2023-2024 YTD Actuals	Annual Budget All Funds	2023-2024 Percent of Budget	2023-2024 Balance Remaining
<b>REVENUES</b>				
<b>OPERATING REVENUES</b>				
Water Sales	32,080,139	68,481,309	46.8%	36,401,170
MWD RTS Standby Charge	2,199,764	5,459,852	40.3%	3,260,089
MWD Capacity Charge Assessment	732,990	1,507,470	48.6%	774,480
TVMWD Fixed Charges	363,315	896,361	40.5%	533,046
Hydroelectric Revenue	150,736	200,000	75.4%	49,264
<b>NON-OPERATING REVENUES</b>				
Property Taxes	1,138,438	2,934,033	38.8%	1,795,596
Interest Income	191,444	105,604	181.3%	(85,840)
Pumpback O&M Reimbursement	133	10,000	1.3%	9,867
Grants and Other Revenue	172,972	5,705	3031.9%	(167,267)
<b>TOTAL REVENUES</b>	<b>37,029,930</b>	<b>79,600,334</b>	<b>46.5%</b>	<b>42,570,404</b>
<b>EXPENSES</b>				
<b>OPERATING EXPENSES</b>				
MWD Water Purchases	25,917,366	60,179,085	43.1%	34,261,719
MWD RTS Standby Charge	2,584,658	5,459,852	47.3%	2,875,195
Staff Compensation	2,295,926	5,496,236	41.8%	3,200,310
MWD Capacity Charge	732,990	1,507,470	48.6%	774,480
Operations and Maintenance	1,336,660	1,947,950	68.6%	611,290
Professional Services	451,589	669,126	67.5%	217,537
Directors Compensation	113,941	285,389	39.9%	171,448
Communication and Conservation Programs	77,417	200,700	38.6%	123,283
Planning & Resources	194,727	425,000	45.8%	230,273
Membership Dues and Fees	94,496	97,650	96.8%	3,154
Hydroelectric Facilities	16,992	30,000	56.6%	13,008
Board Elections	-	-	0.0%	-
<b>NON OPERATING EXPENSES</b>				
Pumpback O&M Expenses	7,404	10,000	74.0%	2,596
<b>RESERVE EXPENSES</b>				
Reserve Replenishment	-	390,000	0.0%	390,000
<b>CAPITAL INVESTMENT</b>				
Capital Repair & Replacement	375,809	597,216	62.9%	221,407
Capital Investment Program	94,644	2,525,000	3.7%	2,430,356
<b>TOTAL EXPENSES</b>	<b>34,294,617</b>	<b>79,820,675</b>	<b>43.0%</b>	<b>45,526,058</b>
<b>NET INCOME (LOSS) BEFORE TRANSFERS</b>				
		(220,340)		
<b>TRANSFER FROM/(TO) CAPITAL RESERVES</b>				
		188,183		
<b>TRANSFER IN FROM BOARD ELECTION RESERVES</b>				
<b>TRANSFER IN FROM ENCUMBERED RESERVES</b>				
<b>NET INCOME (LOSS) AFTER TRANSFERS</b>				
		\$ (32,157)		

**\*\*This budget is prepared on a modified cash-basis of accounting, which is a basis of accounting other than generally accepted accounting principles (GAAP).**



**BOARD ACTION****BOARD OF DIRECTORS  
STAFF REPORT**

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: January 17, 2024

Subject: Warrant List

Funds Budgeted: \$

Fiscal Impact: \$ 9,213,250.29

**Staff Recommendation**

Receive and file the Warrant List for the period ending December 31, 2023, as presented.

**Discussion**

The monthly warrant list is provided for your information.

General checks 53178 through 53251 totaling \$484,340.82 are listed on pages 1 to 3.

MWD October water invoice totaling \$8,160,307.20 is listed on page 3.

Wire transfers for taxing agencies, benefit payments and PERS totaling \$193,978.06 are listed on pages 3-4.

Total payroll checks 15920 through 15987 totaling \$374,624.21 are listed on page 4.

Umpqua Bank invoices details are listed on page 5.

**Environmental Impact**

None

**Strategic Plan Objective(s)**

3.3 – Utilize and comply with a set of financial policies to maintain TVMWD's financial health

**Attachment(s)**

Exhibit A – Warrant List

**Meeting History**

None

NA/BA



THREE VALLEYS MUNICIPAL WATER DISTRICT  
 Warrant List  
 December 2023

General Checks 53178 through 53251  
 Payroll Wire Transfer 3649 through 3667  
 Payroll Checks 15920 through 15987

Check Number	Vendor	Description	Paid Amount
53178	APPLIED TECHNOLOGY GROUP, INC	MONTHLY CHARGE PWAG ASSIGNED RADIO	30.00
53179	AZUSA LIGHT & WATER	ELECTRICITY - SAN GABRIEL CANYON RD	26.81
53180	BABCOCK LABORATORIES, INC.	OUTSIDE LABORATORY TESTING	1,189.64
53181	BRUNICK, MCELHANEY & KENNEDY	LEGAL FEES - OCTOBER	21,930.00
53182	CA DEPT OF TAX & FEE ADMIN	2023 USE TAX QUARTER 3	45.44
53183	CCS INTERACTIVE	QUARTERLY WEBSITE HOSTING DEC - FEB 2024	174.00
53184	CHARTER COMMUNICATNS HOLDINGS, LLC	BROADBAND SERVICES-WILLIAMS/PLANT 2/FULTON/MIRAMAR	553.95
53185	CITY OF CLAREMONT	REFUSE PICKUP/STREET SWEEPING - NOV	184.50
53186	CLINICAL LABORATORY OF SB, INC	OUTSIDE LABORATORY TESTING	680.00
53187	CLS LANDSCAPE MANAGEMENT	LANDSCAPE MAINTENANCE - DEC	3,120.00
53188	COLE, JONATHAN J.	RETIREE HEALTH BENEFITS - DEC	195.30
53189	CONCUR TECHNOLOGIES, INC.	EXPENSE MANAGEMENT APP SET UP	162.36
53190	CONTRERAS, MARIA	RETIREE HEALTH BENEFITS - DEC	256.44
53191	DECHAIINE, CYNTHIA	RETIREE HEALTH BENEFITS - DEC	231.39
53192	EDEN SYSTEMS DIVISION	ACCOUNTING SYSTEM SUPPORT FOR 2024	20,770.26
53193	EIDE BAILLY LLP	CONSULTING SERVICES - AUG/SEP	19,125.32
53194	FAULK, GEORGE	RETIREE HEALTH BENEFITS - DEC	355.00
53195	GOLDEN STATE WATER COMPANY	MIRAGRAND WATER PURCHASE - SERVICE PERIOD OCT 16 - NOV 15	424.84
53196	HANSEN, RICHARD W.	RETIREE HEALTH BENEFITS - DEC	598.00
53197	HARRINGTON IND PLASTICS, LLC	ACCESSORIES AND SUPPLIES	291.36
53198	HIGHROAD INFORMATION TECH, LLC	MONTHLY IT SERVICES/BACKUP APPLIANCE INSTALL - DEC	6,856.00
53199	HOSE-MAN, INC	HOSE ASSEMBLY	432.68
53200	KRIEZEL, BETTY	RETIREE HEALTH BENEFITS - DEC	164.90
53201	LAREZ, MARY PAT	RETIREE HEALTH BENEFITS - DEC	164.90
53202	LEE, SYLVIE	2023 Q3 WELLNESS CHALLENGE REIMBURSEMENT	100.00
53203	LIGHTNG INSTYLE	RETURN FROM INVOICE #P055714	543.48
53204	MERCER, DUSTIN	JANITORIAL SERVICES FOR DECEMBER	1,375.00
53205	MICHAEL J ARNOLD & ASSOC, INC.	LEGISLATIVE CONSULTANT DEC/NOV EXPENSES	6,084.00
53206	PALM, JAMES	RETIREE HEALTH BENEFITS - DEC	164.90



THREE VALLEYS MUNICIPAL WATER DISTRICT  
Warrant List  
December 2023

Item 8.B - Exhibit A

**General Checks 53178 through 53251**  
**Payroll Wire Transfer 3649 through 3667**  
**Payroll Checks 15920 through 15987**

Check Number	Vendor	Description	Paid Amount
53207	PC CONSULTING SERVICES INC.	12/04/23 TVMWD TEAM BUILDING AND BOARD TRAINING AND WORKSHOP	4,000.00
53208	ROBERT HALF	LABOR - ADMIN TEMP	1,067.57
53209	SOUTHERN CALIFORNIA EDISON	WILLIAMS/FULTON/MIRAMAR/SCADA - NOV	9,301.46
53210	SWRCB	NPDES ANNUAL PERMIT FEE 7/1/23 - 6/30/24	3,576.00
53211	SWRCB-DWOCP	D5 CERTIFICATION RENEWAL - LARIOS	105.00
53212	TOM DODSON & ASSOCIATES	LAFCO BOUNDARY RECONCILIATION - OCTOBER	1,333.75
53213	UNDERGROUND SERVICE ALERT	NEW TICKET CHARGES/MONTHLY DATABASE MAINTENANCE FEE	60.75
53214	VERIZON WIRELESS	CELLULAR & IPAD SERVICES/MOBILE BROADBAND 10/26/23 - 11/25/23	872.33
53215	WOODARD & CURRAN, INC.	GROUNDWATER RELIABILITY PROJECT FEASIBILITY STUDY PROFESSIONAL SERVICES	40,982.50
53216	AIRGAS SPECIALTY PRODUCTS	AMMONIUM HYDROXIDE SOLUTION	1,330.82
53217	AT&T MOBILITY LLC	FIRSTNET MOBILE/MIFI - DEC	606.40
53218	BASIC	MONTHLY FSA & HRA BUNDLED ADMIN FEES - DECEMBER	133.69
53219	CHARTER COMMUNICATNS HOLDINGS, LLC	BROADBAND SERVICES-WILLIAMS/PLANT 2/FULTON	368.92
53220	CLINICAL LABORATORY OF SB, INC	OUTSIDE LABORATORY TESTING	360.00
53221	COLE-PARMER INSTRUMENT COMPANY	LABORATORY SUPPLIES	886.87
53222	ENSIGN, FREEMAN	LUNCH REIMBURSEMENT	31.19
53223	GRAINGER	ACCESSORIES AND PARTS	252.78
53224	LEE, SYLVIE	MILEAGE EXPENSE JUL-NOV / DEC TRAVEL EXPENSE	313.03
53225	PACIFIC STAR CHEMICAL, LLC	CHEMICALS - SODIUM HYPOCHLORITE	6,590.29
53226	POLYDYNE, INC	CLARIFLOC	3,440.77
53227	PUBLIC WATER AGENCIES GROUP	EMERGENCY PREPAREDNESS MONTHLY ASSESSMENT/QUARTERLY ASSESSMEN	963.75
53228	R & B AUTOMATION, INC.	BROKEN GEARBOX REPAIR	12,695.03
53229	SOCALGAS	FULTON SERVICE 11/03/23 - 12/05/23	15.78
53230	FUERTEZ TRACTOR SERVICE, INC.	SPREADING GROUNDS PROJECT	6,700.00
53231	GEI CONSULTANTS, INC.	WATER RESOURCES MASTER PLAN AND DCP/BRIC NOI & SUBAPPLICATION	44,019.75
53232	IDEAL COMFORT CORP.	LEVEL 2 SERVICE & REPAIR	556.00
53233	SWRCB-DWOCP	CERTIFICATION RENEWAL - LITCHFIELD	105.00
53234	UPS	SHIPPING CHARGES	61.28
53235	WESTERN WATER WORKS SUPPLY CO	SUPPLIES	101.29
53236	WEX BANK	FUEL 11/01/23 - 11/30/23	1,923.08



THREE VALLEYS MUNICIPAL WATER DISTRICT  
 Warrant List  
 December 2023

Item 8.B - Exhibit A

General Checks 53178 through 53251  
 Payroll Wire Transfer 3649 through 3667  
 Payroll Checks 15920 through 15987

Check Number	Vendor	Description	Paid Amount
53237	ACWA/JPIA	ACWA EMPLOYEE BENEFITS - JANUARY 2024	51,729.40
53238	AFLAC	AFLAC SUPP. INS: DECEMBER 2023 (EMPLOYEE REIMBURSED)	1,021.82
53239	AT&T MOBILITY LLC	FIRSTNET MOBILE/MIFI - DEC	80.48
53240	BRUGGER, WADE	4" OUTLET REPAIRS	1,190.00
53241	C.P. CONSTRUCTION CO.	LEAK DETECTION PROJECT - LABOR	121,000.00
53242	CALIFORNIA MUNICIPAL UTILITES, ASSOCIATION	DONATION - CA WATER FOR ALL FY 23 & FY 24	20,000.00
53243	GOLDEN STATE WATER COMPANY	MIRAGRAND WATER PURCHASE - SERVICE PERIOD NOV 15 - DEC 15	403.13
53244	LANCE, SOLL & LUNGHARD LLP	2023 ACFR AUDIT PROGRESS	20,553.00
53245	LIEBERT CASSIDY WHITMORE	LEGAL FEES - NOV	1,390.00
53246	LOWE'S	MISCELLANEOUS OPERATIONS/SAFETY SUPPLIES	671.13
53247	RELIANCE STANDARD LIFE INS CO.	GROUP LIFE INSURANCE: DECEMBER 2023	1,429.90
53248	RELIANCE STANDARD LIFE INS.	ST/LT DISAB: DECEMBER 2023	1,094.11
53249	RIGHT OF WAY, INC.	MIRAMAR TRANSMISSION LINE LEAK DETECTION	14,627.32
53250	ROBERT HALF	LABOR - ADMIN TEMP	3,485.00
53251	UMPQUA BANK	UMPQUA BANK INVOICE DETAIL - LAST PAGE	16,679.98
<b>TOTAL AMOUNT OF CHECKS LISTED</b>			<b>\$ 484,340.82</b>
12846	METROPOLITAN WATER DISTRICT	OCTOBER 2023 MWD WATER INVOICE	8,160,307.20
<b>TOTAL AMOUNT OF WIRE TRANSFERS</b>			<b>\$ 8,160,307.20</b>
3649	FEDERAL TAX PAYMENT	FED TAX: NOVEMBER 26 PAYROLL	21,339.30
3650	BASIC	HEALTH SAVINGS ACCT: NOVEMBER 29 PAYROLL	1,300.40
3651	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: NOVEMBER 29 PAYROLL	25,033.12
3652	STATE TAX PAYMENT	STATE TAX: NOVEMBER 26 PAYROLL	7,371.23
3653	FEDERAL TAX PAYMENT	FED TAX: DECEMBER 10 PAYROLL	20,024.63
3654	BASIC	HEALTH SAVINGS ACCT: DECEMBER 10 PAYROLL	1,300.40
3655	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: DECEMBER 10 PAYROLL	24,193.95
3656	STATE TAX PAYMENT	STATE TAC: DECEMBER 10 PAYROLL	6,937.97
3657	EMPOWER RETIREMENT, LLC	457 DEFRD: BOARD-DECEMBER 2023	4,535.77



THREE VALLEYS MUNICIPAL WATER DISTRICT  
Warrant List  
December 2023

Item 8.B - Exhibit A

General Checks 53178 through 53251  
Payroll Wire Transfer 3649 through 3667  
Payroll Checks 15920 through 15987

Check Number	Vendor	Description	Paid Amount
3658	BASIC	HEALTH SAVINGS ACCT: BOARD-DECEMBER 2023	579.16
3659	FEDERAL TAX PAYMENT	FED TAX: BOARD-DECEMBER 2023	836.40
3660	STATE TAX PAYMENT	STATE TAX: BOARD-DECEMBER 2023	11.73
3661	FEDERAL TAX PAYMENT	FED TAX: DECEMBER 24 PAYROLL	23,396.32
3663	STATE TAX PAYMENT	STATE TAX: DECEMBER 24 PAYROLL	8,226.63
3665	FEDERAL TAX PAYMENT	FED TAX: DECEMBER 31 MANDATORY CASH OUT	27,494.06
3666	STATE TAX PAYMENT	STATE TAX: DECEMBER 31 MANDATORY CASH OUT	7,499.99
3667	EMPOWER RETIREMENT, LLC	457 DEFRD: DECEMBER 31 CASH OUT	13,897.00
<b>TOTAL AMOUNT OF PAYROLL WIRE TRANSFERS LISTED</b>			<b>\$ 193,978.06</b>

**PAYROLL SUMMARY**

Check# 15920-15987	<b>TOTAL AMOUNT OF PAYROLL CHECKS LISTED</b>	<b>\$ 374,624.21</b>
<b>TOTAL December 2023 CASH DISBURSEMENTS</b>		<b>\$ 9,213,250.29</b>



THREE VALLEYS MUNICIPAL WATER DISTRICT  
Warrant List  
December 2023  
Umpqua Bank Credit Cards Invoice Detail Check 53251

Item 8.B - Exhibit A

Check Number	Vendor	Description	Paid Amount
53251	AWWA	WATER QUALITY ANALYST RENEWAL	75.00
53251	BACKGROUNDS ONLINE	APPRENTICE BACKGROUND CHECK	126.60
53251	BLUEALLY TECHNOLOGY SOLUTIONS	EMAIL FILTER, M365 RENEWAL	2,270.40
53251	HOME DEPOT CREDIT SERVICES	SALT PURCHASE	1,324.10
53251	SYNCB/AMAZON	JANITORIAL, OFFICE AND OTHER MISC. SUPPLIES	2,814.27
53251	MISCELLANEOUS VENDORS	TREATMENT PLANT SUPPLIES, EVENT REGISTRATIONS AND RELATED EXPENSES	10,029.61
53251	ZOOM VIDEO COMMUNICATIONS INC.	CLOUD RECORDING	40.00
<b>TOTAL AMOUNT OF UMPQUA BANK CARD SERVICES INVOICE</b>			<b>\$ 16,679.98</b>



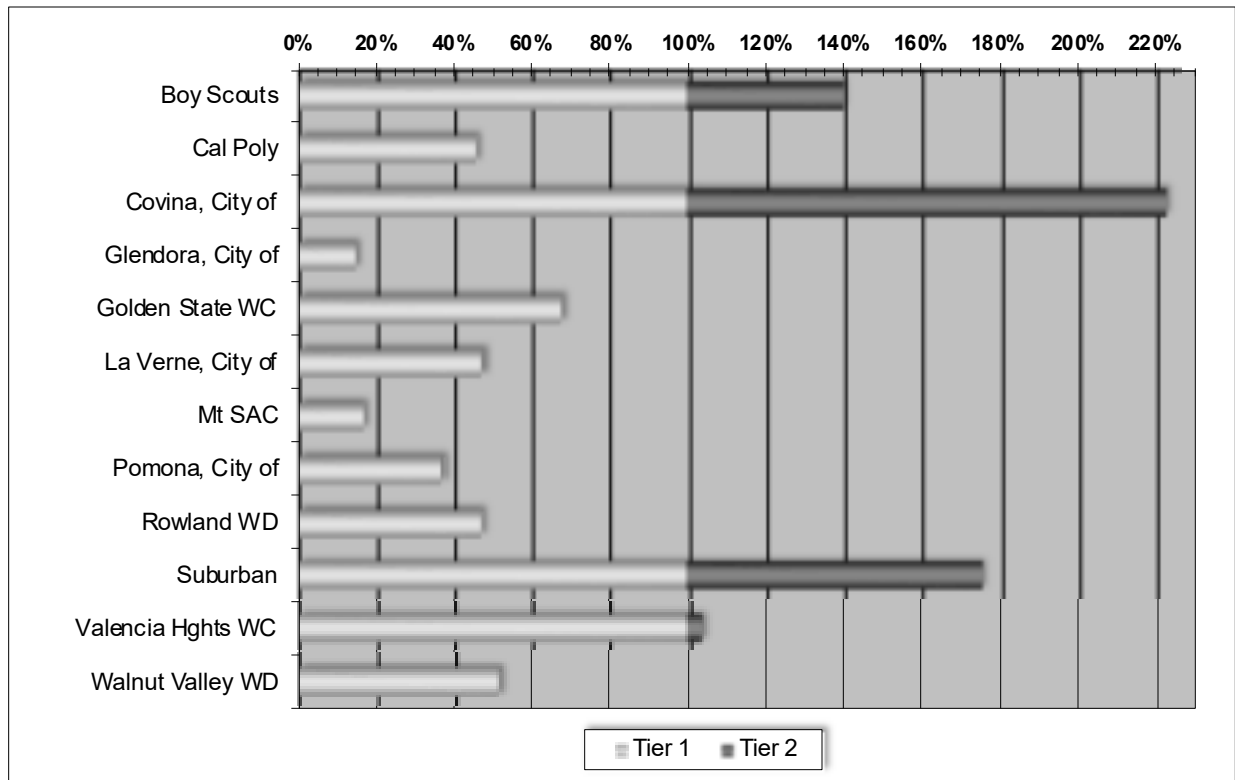
**Tier 1 Balance (in Acre-Feet)  
Calendar Year 2023  
(through December 2023)**

Agency	Tier 1 Allocation					Balance
		Weymouth	Miramar	CIC	Spreading	
Boy Scouts of America	36	49.6	0.0	0.0	0.0	-14.0
Cal Poly Pomona	269	120.9	0.0	0.0	0.0	148.1
Covina, City of *	1,568	107.9	0.0	3,377.5	0.0	-1,917.4
Glendora, City of *	4,101	512.9	0.0	64.0	0.0	3,524.5
Golden State Water Company	15,714	5,975.8	4,102.6	450.5	0.0	5,184.9
La Verne, City of	8,026	0.0	3,760.4	0.0	0.0	4,265.9
Mt San Antonio College	699	112.6	0.0	0.0	0.0	586.4
Pomona, City of *	7,052	1,452.0	1,127.1	0.0	0.0	4,473.1
Rowland Water District *	14,741	4,960.1	1,873.6	0.0	0.0	7,907.3
Suburban Water Systems *	1,961	1,190.9	0.0	2,241.8	0.0	-1,471.7
Three Valleys MWD	NA				0.0	NA
Valencia Heights Water Co *	464	91.6	0.0	388.4	0.0	-16.0
Walnut Valley Water District *	26,057	9,704.2	3,497.2	0.0	0.0	12,855.3

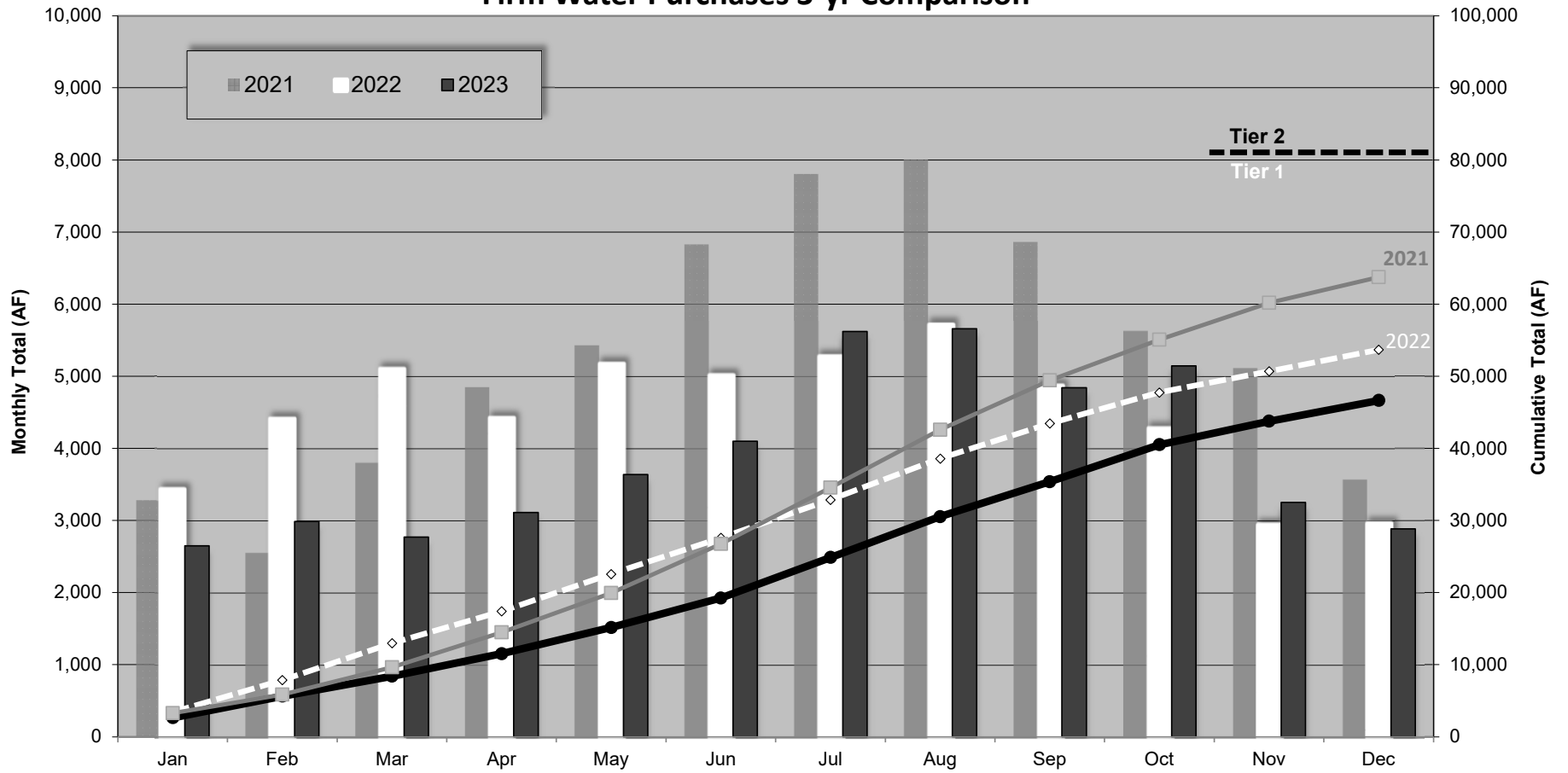
\* Deliveries to JWL are assigned to Pomona, RWD, and WVWD.  
 Deliveries to BGL are assigned to Suburban, VHWC, GSWC and WVWD.  
 Deliveries to CIC are assigned to Covina, Glendora, GSWC, SWS, and VHWC.  
 Quantities apportioned to above agencies are preliminary based on available data.

**TVMWD Tier 1 Allowable = 80,688**  
**MWD Tier 1 Deliveries = 46,644**  
**TVMWD Tier 1 Balance = 34,044**

**Overage by Individual Agencies -3,419.1**



### TVMWD Firm Water Purchases 3-yr Comparison



#### 2023 Firm Water Usage (AF)

Direct Delivery	2,646.5	2,985.5	2,770.1	3,111.8	3,636.2	4,099.5	5,619.2	5,659.1	4,839.6	5,142.9	3,250.8	2,882.7	<b>46,644.0</b>
Spreading Delivery	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	<b>0.0</b>
<b>Total</b>	<b>2,646.5</b>	<b>2,985.5</b>	<b>2,770.1</b>	<b>3,111.8</b>	<b>3,636.2</b>	<b>4,099.5</b>	<b>5,619.2</b>	<b>5,659.1</b>	<b>4,839.6</b>	<b>5,142.9</b>	<b>3,250.8</b>	<b>2,882.7</b>	<b>46,644.0</b>



**Three Valleys Municipal Water District  
Miramar Operations Report**

**DECEMBER 2023**

**Water Quality**

The treatment plant produced treated water that met or exceeded state and federal drinking water standards.

Water quality data for the month of December (unless otherwise noted)

	Location	Results	Limits	Water Quality Goals
Turbidity	Raw	<b>1.11</b> NTU	N/A	
Turbidity	Reservoir Effluent	<b>0.05</b> NTU	0.3	0.04-0.08 NTU
MIB	Lake Silverwood	<b>3</b> ng/L	N/A	DWR results as of Jan 3, 2024
Geosmin	Lake Silverwood	<b>2</b> ng/L	N/A	DWR results as of Jan 3, 2024
Total Trihalomethanes	Distribution System	<b>43.1 - 45.2</b> µg/l	80	Ranges from 4 distribution locations (Dec 2023 results)
Haloacetic Acids	Distribution System	<b>14.0 - 15.2</b> µg/l	60	
Nitrate	Reservoir Effluent	<b>1.3</b> mg/L	10	<2.0 mg/L
Nitrite	Reservoir Effluent	<b>0.012</b> mg/L	1	<0.008 mg/L
PFAS (EPA method 537.1)	Raw	<b>ND</b> ug/L		June 2019 results
Total Organic Carbon	RAA Ratio (Running Annual Average)	<b>0.89</b> mg/L	0.90	* RAA results should be greater than minimum limit to comply
Total Organic Carbon	SUVA (source or treated <2.0 L/mg-M calculated as UV254/DOC)	<b>Raw - 0.052</b> AU/cm <b>CFE - 0.050</b>	1.00	<1.0 results meet minimum limit to comply

Reportable violations made to SWRCB: **NONE**

\*RAA - Running Annual Average

**Monthly Plant Production**

	Capacity	Monthly %
<b>Potable water produced from Miramar Plant</b>	<b>1116.2</b> AF	<b>60.5%</b>
	1844.6 AF	

**Monthly Well Production**

	Days in service	Same month prior year	Days in service
Well #1	<b>0</b>	<b>0.0</b> AF	<b>0</b>
Well #2	<b>29</b>	<b>84.3</b> AF	<b>0</b>
Grand Ave Well	<b>29</b>	<b>93.0</b> AF	<b>0</b>
Miragrand Well	<b>29</b>	<b>60.3</b> AF	<b>0</b>
<b>Total Monthly Well Production</b>		<b>237.7</b> AF	<b>0.0</b> AF

**Monthly Sales**

La Verne	<b>60.3</b> AF	4.5%
GSWC (Claremont)	<b>284.3</b> AF	21.0%
GSWC (San Dimas)	<b>751.9</b> AF	55.5%
PWR-JWL	<b>236.3</b> AF	17.5%
Pomona (Mills)	<b>21.0</b> AF	1.5%
TVMWD Admin	<b>0.0</b> AF	0.0%
<b>Total Potable Water Sold</b>	<b>1353.8</b> AF	<b>100.0%</b>

**Year To Date 2023-24**

	Actual	Budget	% of Budget
Potable Water Sold from Miramar Plant (84.5%)	<b>8,397.2</b> AF	<b>11,393.5</b> AF	73.7%
Total Well Production (15.5%)	<b>1,540.4</b> AF	<b>1,250.7</b> AF	123.2%
<b>Total Potable Water Sold (Plant &amp; Wells)</b>	<b>9,937.6</b> AF	<b>12,644.2</b> AF	78.6%
Average monthly water sold	<b>1,656.3</b> AF		

**Hydroelectric Generation (kWh) FY 2023-24**

	Monthly kWh		YTD kWh		
	Actual	Budget	Actual	Budget	% of Budget
Miramar					
Hydro 1	<b>131,157</b>	<b>166,084</b>	<b>147,572</b>	<b>719,697</b>	20.5%
Hydro 2	<b>0</b>	<b>16,014</b>	<b>493</b>	<b>105,694</b>	0.5%
Hydro 3	<b>6,022</b>	<b>32,461</b>	<b>6,022</b>	<b>214,241</b>	2.8%
Williams	<b>150,800</b>	<b>57,832</b>	<b>964,480</b>	<b>413,088</b>	233.5%
Fulton	<b>106,360</b>	<b>46,410</b>	<b>658,680</b>	<b>201,111</b>	327.5%
	<b>394,339</b>	<b>318,801</b>	<b>1,777,247</b>	<b>1,653,831</b>	107.5%

**Operations/Maintenance Review**

Special Activities

- ▶ Operations staff assisted the contractor with thermal imaging on plant circuit breakers and panel boards for potential electrical "hot spots" in the system. This is requested and funded, as a service, by JPIA, our insurance provider.
- ▶ The contractor performed a pipeline inspection using the "SmartBall" platform which is tool used to detect leaks and air pockets in the pipeline system without disrupting regular service. At the end of the inspection a report will be generated and distributed to District staff.
- ▶ A welder repaired a corroded connection to the air relief valve for the filter surface wash system.
- ▶ Ideal Comfort installed a drip pan to collect water from the air conditioning system in the Operations hallway.

Outages/Repairs

▶ None

Unbudgeted Activities

▶ None

Other

▶ None

Submitted by: Steve Lang  
 Steve Lang  
 Chief Operations Officer



**Expense Report**

**Report Name : December 2023 TVMWD**

**Employee Name :** De Jesus, David

**Employee ID :** 303

**Report Header**

**Report ID :** C419A6E82EFB404A8C8A

**Receipts Received :** No

**Report Date :** 12/09/2023

**Approval Status :** Submitted & Pending Approval

**Payment Status :** Not Paid

**Currency :** US, Dollar

**Comment :**

**Meetings**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	Board Meeting	David De Jesus
<b>Comment :</b> De Jesus, David (12/16/2023): Attended and reported at the TVMWD Board meeting.							
12/18/2023	Meetings		Walnut	Out-of-Pocket	\$200.00	Meeting MWDOC re: TVMWD and MWD	David De Jesus

**Comment :** De Jesus, David (12/16/2023): Met via Zoom with the new MWD director representing MWDOC, Karl Seckel at his request. Karl serves on the Finance, Audit, Insurance, and Real Property Committee with me and acts as the vice chair of the Long-Range Finance planning committee. A number of

subjects were discussed, including the impacts of future projects related to CAMP4W would have to Three Valleys.

### Item 8.E

12/11/2023	Meetings	Walnut	Out-of-Pocket	\$200.00	Walnut Valley Water District Board Meeting	David De Jesus
<b>Comment :</b> De Jesus, David (12/10/2023): Attended the meeting and provided the board with an MWD activities update.						
12/08/2023	Meetings	Walnut	Out-of-Pocket	\$200.00	Meeting with MWD William Hasencamp	David De Jesus
<b>Comment :</b> De Jesus, David (12/18/2023): Meeting with Mr. Hasencamp on MWD district business and Three Valleys position on such matters. Including request for talking points for next week's conference.						
12/07/2023	Meetings	Claremont	Out-of-Pocket	\$200.00	Empower Educational Meeting	David De Jesus
<b>Comment :</b> De Jesus, David (12/18/2023): The presentation by the Empower Representative was followed by an extensive question and answer period to further understand the changes that were being implemented to the District's retirement plan.						
12/06/2023	Meetings	Claremont	Out-of-Pocket	\$200.00	San Gabirel MWD Directors/Managers Lunch Meeting	David De Jesus
<b>Comment :</b> De Jesus, David (12/10/2023): A meeting was held with MWD directors, and they managers hosted at and by TVMWD. Discussion ensued regarding recent MWD staff reports on current CAMP4W and Pure Water.						
12/04/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	Board Retreat	David De Jesus
<b>Comment :</b> De Jesus, David (12/10/2023): A board retreat was held to finalize board policy and discuss 2024 board assignments. Workshop facilitation was conducted by Charlie Wilson.						

#### Personal Car Mileage

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Personal Car Mileage			Out-of-Pocket	\$23.58	Board Meeting	David De Jesus
12/11/2023	Personal Car Mileage			Out-of-Pocket	\$2.62	Walnut Valley Water Board Meeting	David De Jesus
12/07/2023	Personal Car Mileage			Out-of-Pocket	\$23.58	Empower Educational Meeting	David De Jesus
12/06/2023	Personal Car Mileage			Out-of-Pocket	\$23.58	SGV MWD Directors Meeting	David De Jesus
12/04/2023	Personal Car Mileage			Out-of-Pocket	\$3.93	Board Retreat	David De Jesus

# Item 8.E

<b>Report Total :</b>	\$1,477.29
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$1,477.29
<b>Amount Approved :</b>	\$1,477.29
<b>Company Disbursements</b>	
<b>Amount Due Employee :</b>	\$1,477.29
<b>Amount Due Company Card :</b>	\$0.00
<b>Total Paid By Company :</b>	\$1,477.29
<b>Employee Disbursements</b>	
<b>Amount Due Company Card From Employee :</b>	\$0.00
<b>Total Paid By Employee :</b>	\$0.00

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### Expense Report

Report Name : December 2023 MWD

Employee Name : De Jesus, David

Employee ID : 303

#### Report Header

Report ID : 8937C877007042FE8244

Receipts Received : No

Report Date : 12/09/2023

Approval Status : Submitted & Pending Approval

Payment Status : Not Paid

Currency : US, Dollar

#### Meetings

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/27/2023	Meetings		Walnut	Out-of-Pocket	\$200.00	Post Conference debrief with AGM Upadhyay	David De Jesus
		<b>Comment :</b> De Jesus, David (12/18/2023): Discussed "next steps" on a number of meetings held in Las Vegas including the PVID- PUC brake through on the renegotiation of the agreement with PVID.					
12/22/2023	Meetings		Walnut	Out-of-Pocket	\$200.00	Subcommittee Chair Monthly Status Meeting	David De Jesus
		<b>Comment :</b> De Jesus, David (12/18/2023): Monthly status report from District Auditor Scott Suzuki					
12/21/2023	Meetings		Walnut	Out-of-Pocket	\$200.00	Operational Update from WSO Manager	David De Jesus

**Item 8.E**

<b>Comment :</b>		De Jesus, David (12/18/2023): An end of the year operational perspective from WSO Manager Mickey Chandris.					
12/19/2023	Meetings	Glendora	Out-of-Pocket	\$200.00	Long Term Regional Planning Committee	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/18/2023): Continued from last month on the regional planning processes and the CAMP4W Task Force discussions.					
12/15/2023	Meetings	Las Vegas	Out-of-Pocket	\$200.00	Colorado River Water Users Annual Meeting	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/16/2023): Final day (morning actually) to meet and greet before heading home. Met with Palo Verde Irrigation District coordinator Jason Rollo and other MWD board members.					
12/14/2023	Meetings	Las Vegas	Out-of-Pocket	\$200.00	Colorado River Water Users Annual Meeting	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/16/2023): Attended the California Caucus Breakfast meeting in addition to the MWD and Bard Irrigation District signing of their fallowing agreement.					
12/13/2023	Meetings	Las Vegas	Out-of-Pocket	\$200.00	Colorado River Water Users Annual Meeting	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/16/2023): Attended numerous meetings throughout the day, including standing in as the voting CRA alternate board member.					
12/12/2023	Meetings	Las Vegas	Out-of-Pocket	\$200.00	Colorado River Water Users Annual Meeting	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/16/2023): This is annual event where the basin state representatives have an opportunity to discuss critical operational issues given the mandates by the federal government to reduce use and the upcoming 2026 river relocation requirements. Traveled to the event and engaged in preparation for meetings.					
12/05/2023	Meetings	Glendora	Out-of-Pocket	\$200.00	MWD Board Meeting from Gene Village	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/10/2023): Attended the meeting via Zoom for a remote location in Glendora.					
12/01/2023	Meetings	Walnut	Out-of-Pocket	\$200.00	Meeting with MWD AGM Updahay	David De Jesus	
<b>Comment :</b>		De Jesus, David (12/10/2023): Briefing via Zoom regarding district business.					

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<b>Report Total :</b>	\$2,000.00
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$2,000.00
<b>Amount Approved :</b>	\$2,000.00

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## Company Disbursements

<b>Amount Due Employee :</b>	\$2,000.00
<b>Amount Due Company Card :</b>	\$0.00
<b>Total Paid By Company :</b>	\$2,000.00

## Employee Disbursements

<b>Amount Due Company Card From Employee :</b>	\$0.00
<b>Total Paid By Employee :</b>	\$0.00

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### Expense Report

Report Name : Dec.2023 Director Goytia

Employee Name : Goytia, Carlos

Employee ID : 314

#### Report Header

Report ID : BECDF7A57B7C4DB9BB51

Receipts Received : No

Report Date : 12/31/2023

Approval Status : Submitted & Pending Approval

Payment Status : Not Paid

Currency : US, Dollar

#### Meetings

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	TVMWD Board Meeting	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/22/2023): attended and participated in board deliberations and discussions.							
12/18/2023	Meetings		Pomona	Out-of-Pocket	\$200.00	City of Pomona/Mayor Tim Sandoval	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/20/2023): attended Pomona council meeting as TVMWD Rep. Division 1.							
12/14/2023	Meetings		Los Angeles	Out-of-Pocket	\$200.00	Spectra Gala and Community Awards Event	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/16/2023): Attended gala and awards presentation event as special guest (elected official) and TVMWD Division 1. Representative of Pomona.							

**Item 8.E**

12/13/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	City of Pomona/Mayor's C19 Action Committee	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/16/2023): participated as TVMWD Rep. to Mayor Sandoval's Committee						
12/09/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	City of Pomona/Mayor Tim Sandoval	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/16/2023): met with Pomona Mayor Tim Sandoval and Councilmember John Nolte to discuss issues related to city and water.						
12/07/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	TVMWD Meeting Workshop	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/16/2023): Empower educational meeting /Special guest speaker and presentation.						
12/06/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	City of Pomona/Mayor's C19 Action Committee	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/06/2023): attended and participated in Mayor Sandoval's Action Committee for City as TVMWD Rep. (virtual zoom meeting)						
12/04/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	Spadra Basin Meeting	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/06/2023): attended and participated in committee deliberations and discussions as TVMWD Representative. virtual zoom meeting.						
12/01/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	City of Pomona/Mayor Tim Sandoval	Carlos Goytia
<b>Comment :</b> Goytia, Carlos (12/06/2023): Met with Mayor Sandoval to discuss city and water related issues, We were joined by Councilmember Preciado.						

**Personal Car Mileage**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/18/2023	Personal Car Mileage			Out-of-Pocket	\$5.24	City of Pomona/Mayor Tim Sandoval	Carlos Goytia
12/14/2023	Personal Car Mileage			Out-of-Pocket	\$41.27	Spectra Gala Event	Carlos Goytia
12/09/2023	Personal Car Mileage			Out-of-Pocket	\$2.62	City of Pomona/Mayor Tim Sandoval	Carlos Goytia
12/01/2023	Personal Car Mileage			Out-of-Pocket	\$2.62	City of Pomona/Mayor Tim Sandoval	Carlos Goytia

<b>Report Total :</b>	\$1,851.75
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$1,851.75

# Item 8.E

**Amount Approved :** \$1,851.75

## Company Disbursements

**Amount Due Employee :** \$1,851.75

**Amount Due Company Card :** \$0.00

**Total Paid By Company :** \$1,851.75

## Employee Disbursements

**Amount Due Company Card From Employee :** \$0.00

**Total Paid By Employee :** \$0.00



### Expense Report

Report Name : December 2023

Employee Name : Hanlon, Jeff

Employee ID : 319

#### Report Header

Report ID : 656720D5772244F8BB88

Receipts Received : No

Report Date : 12/06/2023

Approval Status : Submitted & Pending Approval

Payment Status : Not Paid

Currency : US, Dollar

#### Meetings

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	TVMWD Board meeting	Jeff Hanlon
<b>Comment :</b> Hanlon, Jeff (12/31/2023): Regular board meeting for TVMWD.							
12/19/2023	Meetings		La Verne	Out-of-Pocket	\$200.00	LaVerne City Council meeting	Jeff Hanlon
<b>Comment :</b> Hanlon, Jeff (12/31/2023): Attended the La Verne City Council meeting and presented a certificate of appreciation from TVMWD to Lupe Gaeta Estrella.							
12/07/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	Empower educational meeting	Jeff Hanlon
<b>Comment :</b> Hanlon, Jeff (12/31/2023): Attended via teams, to learn about the new Empower record keeping for 457 plans.							

**Item 8.E**

12/04/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	TVMWD Board Workshop	Jeff Hanlon
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**Comment :** Hanlon, Jeff (12/06/2023): Board Workshop to discuss matters of Board policy.

**Personal Car Mileage**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Personal Car Mileage			Out-of-Pocket	\$5.90	TVMWD Board Meeting	Jeff Hanlon
12/19/2023	Personal Car Mileage			Out-of-Pocket	\$2.62	La Verne City Council Meeting	Jeff Hanlon
12/04/2023	Personal Car Mileage			Out-of-Pocket	\$10.48	TVMWD Board Workshop	Jeff Hanlon

**Report Total :** \$819.00

**Personal Expenses :** \$0.00

**Total Amount Claimed :** \$819.00

**Amount Approved :** \$819.00

**Company Disbursements**

**Amount Due Employee :** \$819.00

**Amount Due Company Card :** \$0.00

**Total Paid By Company :** \$819.00

**Employee Disbursements**

**Amount Due Company Card From Employee :** \$0.00

**Total Paid By Employee :** \$0.00



### Expense Report

Report Name : 12/2023

Employee Name : Kuhn, Bob

Employee ID : 305

#### Report Header

Report ID : 6231CCC80FAA42C59B1B

Receipts Received : No

Report Date : 12/30/2023

Approval Status : Submitted & Pending Approval

Payment Status : Not Paid

Currency : US, Dollar

#### Meetings

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	TVMWD Board Meeting	Bob Kuhn
	<b>Comment :</b>	Kuhn, Bob (01/10/2024): Discussed business of the district.					
12/07/2023	Meetings		Glendora	Out-of-Pocket	\$200.00	Glendora Chamber Legislative Committee	Bob Kuhn
	<b>Comment :</b>	Kuhn, Bob (12/11/2023): Reports from State Legislative and local Reps.					
12/04/2023	Meetings		Pomona	Out-of-Pocket	\$200.00	Special Board Meeting	Bob Kuhn
	<b>Comment :</b>	Kuhn, Bob (12/11/2023): Final meeting with outside consultant					

#### Personal Car Mileage

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Item Center
12/20/2023	Personal Car Mileage			Out-of-Pocket	\$12.45	TVMWD Board Meeting	Bob Kuhn
12/04/2023	Personal Car Mileage			Out-of-Pocket	\$11.79	special tvmwd board meeting	Bob Kuhn

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**Report Total :** \$624.24

**Personal Expenses :** \$0.00

**Total Amount Claimed :** \$624.24

**Amount Approved :** \$624.24

**Company Disbursements**

**Amount Due Employee :** \$624.24

**Amount Due Company Card :** \$0.00

**Total Paid By Company :** \$624.24

**Employee Disbursements**

**Amount Due Company Card From Employee :** \$0.00

**Total Paid By Employee :** \$0.00

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**Expense Report**

**Report Name : December Roberto**

**Employee Name :** Roberto, Jody

**Employee ID :** 316

**Report Header**

**Report ID :** EC697CE869F540A9AC33

**Receipts Received :** No

**Report Date :** 12/31/2023

**Approval Status :** Submitted & Pending Approval

**Payment Status :** Not Paid

**Currency :** US, Dollar

**Meetings**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	Three Valleys MWD Board Meeting	Jody Roberto
<p><b>Comment :</b> Roberto, Jody (01/05/2024): Regular meeting of TVMWD where we discussed and approved district business. The board recognized staff achievements and milestones and approved the new sponsorship and outreach policy.</p>							
12/20/2023	Meetings		Diamond Bar	Out-of-Pocket	\$0.00	WQA Board Meeting	Jody Roberto
<p><b>Comment :</b> Roberto, Jody (01/05/2024): Attended the WQA meeting remotely. The board discussed and approved WQA business, staff provided reports.</p>							
12/12/2023	Meetings		Rowland Heights	Out-of-Pocket	\$200.00	Rowland Water District Board Meeting	Jody Roberto



Item 8.E

**Comment :** Roberto, Jody (12/15/2023): Mike, Matt and I attended the monthly board meeting. District business was discussed and approved.

12/11/2023	Meetings	Walnut	Out-of-Pocket	\$200.00	Walnut Valley Water District Board Meeting	Jody Roberto
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**Comment :** Roberto, Jody (12/15/2023): David, Mike, Steve Lang and I attended the board meeting where district business was discussed and approved. Chandler presented overview of the investment accounts for WVWD. Steve Lang provided TVMWD update and David gave MWD report.

12/07/2023	Meetings	Walnut	Out-of-Pocket	\$200.00	PWR Joint Water Line Commission	Jody Roberto
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**Comment :** Roberto, Jody (12/15/2023): A special meeting was held due to lack of quorum at the last regularly scheduled meeting. The committee approved the final audit and financial reports presented by staff. The 2024 meeting schedule was provided.

12/04/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	Board Workshop	Jody Roberto
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**Comment :** Roberto, Jody (12/15/2023): The board met to finalize our sponsorship policy and discuss 2024 officers and committee assignments.

**Personal Car Mileage**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Personal Car Mileage			Out-of-Pocket	\$25.55	Three Valleys MWD Board Meeting	Jody Roberto
12/12/2023	Personal Car Mileage			Out-of-Pocket	\$9.83	Rowland Water District Board Meeting	Jody Roberto
12/11/2023	Personal Car Mileage			Out-of-Pocket	\$6.55	Walnut Valley Water District Board Meeting	Jody Roberto
12/07/2023	Personal Car Mileage			Out-of-Pocket	\$6.55	PWR Joint Water Line Commission	Jody Roberto
12/04/2023	Personal Car Mileage			Out-of-Pocket	\$8.52	Board Workshop	Jody Roberto

**Report Total :** \$1,057.00

**Personal Expenses :** \$0.00

**Total Amount Claimed :** \$1,057.00

**Amount Approved :** \$1,057.00

**Company Disbursements**

**Amount Due Employee :** \$1,057.00

**Amount Due Company Card :** \$0.00

**Total Paid By Company :** \$1,057.00

**Item 8.E**

**Employee Disbursements**

**Amount Due Company Card From Employee :** \$0.00

**Total Paid By Employee :** \$0.00

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**Expense Report**

**Report Name : Soto's Monthly Report**

**Employee Name :** Soto, Danielle

**Employee ID :** 317

**Report Header**

**Report ID :** E8A0909DF2B04D93A8E2

**Receipts Received :** No

**Report Date :** 12/31/2023

**Approval Status :** Submitted & Pending Approval

**Payment Status :** Not Paid

**Currency :** US, Dollar

**Meetings**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	TVMWD Board Meeting	Danielle Soto
		<b>Comment :</b> Soto, Danielle (01/09/2024): I participated in the regular meeting of the Board of Directors.					
12/04/2023	Meetings		Pomona	Out-of-Pocket	\$200.00	2023 Board of Directors Workshop 4	Danielle Soto
		<b>Comment :</b> Soto, Danielle (01/09/2024): I participated in the Board of Directors Workshop, which included the policy related to sponsorships.					

**Personal Car Mileage**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Personal Car			Out-of-	\$9.83	TVMWD	Danielle

	Mileage	Pocket		Board Meeting	Soto	<b>Item 8.E</b>
12/04/2023	Personal Car Mileage	Out-of-Pocket	\$7.21	2023 Board of Directors Workshop 4	Danielle Soto	

<b>Report Total :</b>	\$417.04
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$417.04
<b>Amount Approved :</b>	\$417.04
<b>Company Disbursements</b>	
<b>Amount Due Employee :</b>	\$417.04
<b>Amount Due Company Card :</b>	\$0.00
<b>Total Paid By Company :</b>	\$417.04
<b>Employee Disbursements</b>	
<b>Amount Due Company Card From Employee :</b>	\$0.00
<b>Total Paid By Employee :</b>	\$0.00



**Expense Report**

**Report Name : Mike Ti December 2023**

**Employee Name :** Ti, Mike

**Employee ID :** 318

**Report Header**

**Report ID :** F77281073D8B4625AFBA

**Receipts Received :** No

**Report Date :** 12/08/2023

**Approval Status :** Submitted & Pending Approval

**Payment Status :** Not Paid

**Currency :** US, Dollar

**Meetings**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Meetings		Claremont	Out-of-Pocket	\$200.00	Three Valleys MWD Regular Board Meeting	Mike Ti
<p><b>Comment :</b> Ti, Mike (01/08/2024): Three Valleys MWD Regular Board Meeting - presentation of TVMWD team achievements and milestones, financial and investment update, imported sales, sponsorship and outreach program policy adoption, board officers assignments for 2024, and CMUA joint funding with PBWA.</p>							
12/20/2023	Meetings		Azusa	Out-of-Pocket	\$0.00	Main San Gabriel Basin Watermaster Admin/Finance	Mike Ti
<p><b>Comment :</b> Ti, Mike (01/08/2024): MSG Administrative and Finance Committee meeting - heard discussions on the Watermaster's</p>							

purchases of cyclic storage accounts from TVMWD and USGVMWD for RDA water fulfillment.

## Item 8.E

12/19/2023	Meetings	Rowland Heights	Out-of-Pocket	\$200.00	Rowland WD Special Board Meeting	Mike Ti
<p><b>Comment :</b> Ti, Mike (01/08/2024): Rowland WD Special Board Meeting - the board considered and approved a number of actions including the groundwater pumping and supply agreement for the Fullerton Road Grade Separation Project, accident protocol policy, COLA for 2024, and board executive officers position for 2024.</p>						
12/18/2023	Meetings	West Covina	Out-of-Pocket	\$200.00	Meeting with General Manager and Legal Counsel	Mike Ti
<p><b>Comment :</b> Ti, Mike (01/08/2024): I met with Matt and Steve to discuss my interest and participation in MWD board activities.</p>						
12/12/2023	Meetings	Rowland Heights	Out-of-Pocket	\$200.00	Rowland WD Regular Board Meeting	Mike Ti
<p><b>Comment :</b> Ti, Mike (01/08/2024): Rowland WD Regular Board Meeting - heard discussions on the general manager's employment contract, public relations, and other board reports.</p>						
12/11/2023	Meetings	Walnut	Out-of-Pocket	\$200.00	Walnut Valley WD Regular Board Meeting	Mike Ti
<p><b>Comment :</b> Ti, Mike (01/08/2024): Walnut Valley WD Regular Board Meeting - presentation by Chandler Asset Management on the district's investment activities and economic updates; and board committee reports.</p>						
12/07/2023	Meetings	West Covina	Out-of-Pocket	\$200.00	TVMWD Empower Education Meeting	Mike Ti
<p><b>Comment :</b> Ti, Mike (12/08/2023): TVMWD Empower education meeting - heard presentation from Empower staff on the new retirement savings and investment system.</p>						
12/07/2023	Meetings	Claremont	Out-of-Pocket	\$0.00	Three Valleys MWD Holiday Lunch	Mike Ti
<p><b>Comment :</b> Ti, Mike (12/08/2023): Three Valleys MWD Holiday Celebration - I joined directors and staff at the district to enjoy a celebratory lunch.</p>						
12/06/2023	Meetings	Azusa	Out-of-Pocket	\$200.00	Main San Gabriel Watermaster Board Meeting	Mike Ti
<p><b>Comment :</b> Ti, Mike (12/08/2023): Main San Gabriel Watermaster Board Meeting - heard presentation of a resolution honoring David De Jesus for his years of service on the watermaster board, approval of cyclic extension agreement for 16 producers.</p>						
12/05/2023	Meetings	West Covina	Out-of-Pocket	\$200.00	Meeting with Matt Litchfield and Sylvie Lee	Mike Ti
<p><b>Comment :</b> Ti, Mike (12/08/2023): I met with Matt and Sylvie to discuss the Groundwater Reliability project scope.</p>						
12/04/2023	Meetings	Pomona	Out-of-Pocket	\$200.00	Three Valleys MWD Special Board Workshop	Mike Ti

**Comment :** Ti, Mike (12/08/2023): Three Valleys MWD special board workshop where we discussed sponsorship and outreach program policy and director's committee assignments.

**Item 8.E**

**Personal Car Mileage**

Transaction Date	Expense Type	Vendor Description	City	Payment Type	Amount	Meeting Name	Cost Center
12/20/2023	Personal Car Mileage			Out-of-Pocket	\$30.13	Three Valleys MWD Regular Board Meeting	Mike Ti
12/19/2023	Personal Car Mileage			Out-of-Pocket	\$7.86	Rowland WD Special Board Meeting	Mike Ti
12/12/2023	Personal Car Mileage			Out-of-Pocket	\$7.86	Rowland WD Regular Board Meeting	Mike Ti
12/11/2023	Personal Car Mileage			Out-of-Pocket	\$6.55	Walnut Valley WD Regular Board Meeting	Mike Ti
12/07/2023	Personal Car Mileage			Out-of-Pocket	\$26.20	TVMWD Holiday Lunch	Mike Ti
12/06/2023	Personal Car Mileage			Out-of-Pocket	\$12.45	Main San Gabriel Watermaster Board Meeting	Mike Ti
12/04/2023	Personal Car Mileage			Out-of-Pocket	\$8.52	Three Valleys MWD Special Board Workshop	Mike Ti

**Report Total :** \$1,899.57

**Personal Expenses :** \$0.00

**Total Amount Claimed :** \$1,899.57

**Amount Approved :** \$1,899.57

**Company Disbursements**

**Amount Due Employee :** \$1,899.57

**Amount Due Company Card :** \$0.00

**Total Paid By Company :** \$1,899.57

**Employee Disbursements**

**Amount Due Company Card From Employee :** \$0.00

**Total Paid By Employee :** \$0.00



**BOARD ACTION**

**BOARD OF DIRECTORS  
STAFF REPORT**

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: January 17, 2024

Subject: Resolution No. 24-01-983 Tax Sharing Exchange County Sanitation District No. 21, Annexation No. 21-773

Funds Budgeted: \$

Fiscal Impact: \$

**Staff Recommendation**

Staff recommends the Board of Directors approve Resolution No. 24-01-983 signifying acceptance of the tax sharing exchange by County Sanitation District (CSD) No. 21, Annexation No. 21-773.

**Alternative Action**

The TVMWD Board may deny the request, upon which the CSD will make this request to the County Board of Supervisors for a final determination.

**Discussion**

The applicants for projects have requested annexation of their respective properties to CSD No. 21 in order to receive off-site disposal of sewage. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected agencies prior to approval.

Listed below is a matrix and description for the pending tax sharing resolution that require Board approval:

Project Name	TVMWD Current Tax Share	Percent	Adjustments	TVMWD Net Share
A-21-773	0.003296091	0.3296%	-0.000026228	0.003269863
The property consists of: Tax Rate Area 02740				



Upon execution and receipt of the documents, fully conformed copies will be provided back to TVMWD.

**Environmental Impact**

None

**Strategic Plan Objective(s)**

3.3 – Be accountable and transparent with major decisions

**Attachment(s)**

Exhibit A – Resolution No. 24-01-983

**Meeting History**

None

NA/SL



Resolution No. 24-01-983

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES  
ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Library

Los Angeles County Consolidated Fire Protection District

Los Angeles County Flood Control

THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 21 OF LOS ANGELES  
COUNTY, AND THE GOVERNING BODIES OF

City of Claremont

Three Valleys Municipal Water District

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES  
RESULTING FROM ANNEXATION TO COUNTY SANITATION DISTRICT NO. 21.

**"ANNEXATION NO. 773"**

**WHEREAS**, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

**WHEREAS**, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to County Sanitation District No. 21 entitled *Annexation No. 773*;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 21 in the annexation entitled *Annexation No. 773* is approved and accepted.

2. For each fiscal year commencing on and after July 1, 2023, or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to County Sanitation District No. 21 a total of 0.7957412 percent of the annual tax increment attributable to the land area encompassed within *Annexation No. 773* as shown on the attached Worksheet.

3. No additional transfer of property tax revenues shall be made from any other tax agencies to County Sanitation District No. 21 as a result of annexation entitled *Annexation No. 773*.

4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.

5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of County Sanitation District No. 21 of Los Angeles County, and the governing bodies of City of Claremont and Three Valleys Municipal Water District, signatory hereto.

THREE VALLEYS MUNICIPAL WATER  
DISTRICT

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT NAME AND TITLE

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

**(SIGNED IN COUNTERPART)**

ANNEXATION TO: CO.SANITATION DIST.NO 21 DEBT S.  
 ACCOUNT NUMBER: 066.80  
 TRA: 02740  
 EFFECTIVE DATE: 07/01/2024  
 ANNEXATION NUMBER: 21-773 PROJECT NAME: ANNEXATION 21-773  
 DISTRICT SHARE: 0.007957412

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.231815506	23.1823 %	0.007957412	0.001844660	-0.001887788	0.229927718
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000094471	0.0094 %	0.007957412	0.000000751	0.000000000	0.000094471
003.01	L A COUNTY LIBRARY	0.018358422	1.8358 %	0.007957412	0.000146085	-0.000146085	0.018212337
007.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.145248969	14.5248 %	0.007957412	0.001155805	-0.001155805	0.144093164
007.31	L A C FIRE-FFW	0.005325555	0.5325 %	0.007957412	0.000042377	0.000000000	0.005325555
030.10	L.A.CO.FL.CON.DR.IMP.DIST.MAINT.	0.001274534	0.1274 %	0.007957412	0.000010141	-0.000010141	0.001264393
030.70	LA CO FLOOD CONTROL MAINT	0.007212440	0.7212 %	0.007957412	0.000057392	-0.000057392	0.007155048
128.01	CITY-CLAREMONT TD #1	0.116274138	11.6274 %	0.007957412	0.000925241	-0.000925241	0.115348897
365.05	THREE VALLEY MWD ORIG AREA	0.003296091	0.3296 %	0.007957412	0.000026228	-0.000026228	0.003269863
400.00	EDUCATIONAL REV AUGMENTATION FD	0.078865462	7.8865 %	0.007957412	0.000627564	EXEMPT	0.078865462
400.01	EDUCATIONAL AUG FD IMPOUND	0.168070700	16.8070 %	0.007957412	0.001337407	EXEMPT	0.168070700
400.15	COUNTY SCHOOL SERVICES	0.001171560	0.1171 %	0.007957412	0.000009322	EXEMPT	0.001171560
400.21	CHILDREN'S INSTIL TUITION FUND	0.002325145	0.2325 %	0.007957412	0.000018502	EXEMPT	0.002325145
791.04	CITRUS COMMUNITY COLLEGE DIST	0.020563348	2.0563 %	0.007957412	0.000163631	EXEMPT	0.020563348
791.20	CHILDREN'S CTR FUND CITRUS C C	0.000536360	0.0536 %	0.007957412	0.000004268	EXEMPT	0.000536360
842.03	CLAREMONT UNIFIED SCHOOL DIST	0.192163056	19.2163 %	0.007957412	0.001529120	EXEMPT	0.192163056
842.06	CO.SCH.SERV.FD. - CLAREMONT	0.006669828	0.6669 %	0.007957412	0.000053074	EXEMPT	0.006669828
842.07	DEV.CTR.HDCPD.MINOR-CLAREMONT	0.000734415	0.0734 %	0.007957412	0.000005844	EXEMPT	0.000734415
***066.80	CO.SANITATION DIST.NO 21 DEBT S.	0.000000000	0.0000 %	0.007957412	0.000000000	0.000000000	0.004208680

AUDITOR ACAFAN03

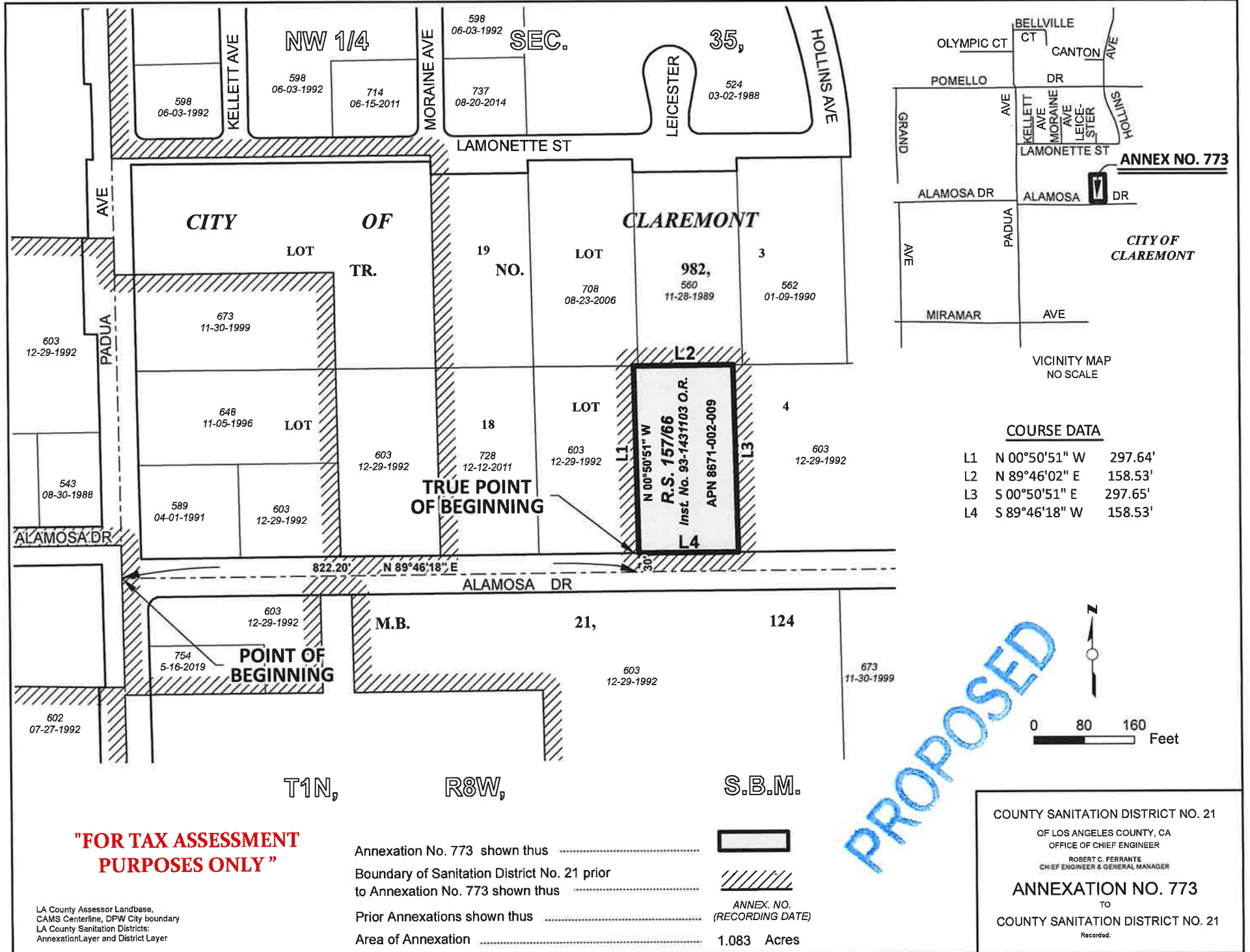
PROPERTY TAX TRANSFER RESOLUTION WORKSHEET  
FISCAL YEAR 2023-2024

ANNEXATION NUMBER: 21-773

PROJECT NAME: ANNEXATION 21-773

TRA: 02740

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
		TOTAL:	1.000000000	100.0000 %	0.007957412	-0.004208680	1.000000000



**"FOR TAX ASSESSMENT PURPOSES ONLY"**

LA County Assessor Landbase,  
CAMS Centerline, DPW City boundary  
LA County Sanitation Districts:  
AnnexationLayer and District Layer

Annexation No. 773 shown thus .....

Boundary of Sanitation District No. 21 prior to Annexation No. 773 shown thus .....

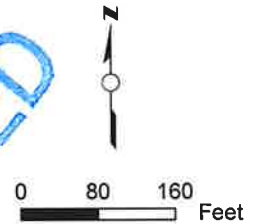
Prior Annexations shown thus .....

Area of Annexation ..... 1.083 Acres

**S.B.M.**

ANNEX. NO. (RECORDING DATE)

**PROPOSED**




COUNTY SANITATION DISTRICT NO. 21  
OF LOS ANGELES COUNTY, CA  
OFFICE OF CHIEF ENGINEER  
ROBERT C. FERRANTE  
CHIEF ENGINEER & GENERAL MANAGER

**ANNEXATION NO. 773**  
TO  
COUNTY SANITATION DISTRICT NO. 21

Recorded:

**BOARD ACTION****BOARD OF DIRECTORS  
STAFF REPORT**

**To:** TVMWD Board of Directors  
**From:** Matthew H. Litchfield, General Manager   
**Date:** January 17, 2024  
**Subject:** Groundwater Reliability Project Funding Commitment

**Funds Budgeted: \$**

**Fiscal Impact: \$**

**Staff Recommendation**

Staff recommends the Board of Directors authorize the General Manager to provide the local funding commitment letter for the Groundwater Reliability Project for the Building Resilient Infrastructure and Community grant application.

**Discussion**

The Groundwater Reliability Project (Project) initially started with a partnership amongst Three Valleys Municipal Water District (Three Valleys), City of Glendora and the Puente Basin Water Agency; the partnership was subsequently amended to include the City of Pomona. The Project's Feasibility Study analysis was presented to the Board of Directors on November 1, 2023; the final report was completed based on input from the Project partners at the end of November 2023. On November 15, 2023, staff informed the Board of Directors that the partners were pursuing grant funding opportunity through the Federal Emergency Management Agency's Building Resilient Infrastructure and Communities (FEMA BRIC) for the Groundwater Reliability Project. The application was submitted on December 13, 2023, with a request of \$40 million for the Project; the Project is estimated to cost \$106 million.

Two requests for information (RFI) have been received on the submitted Project application from California Office of Emergency Services, the entity that will submit projects deemed qualified to the FEMA BRIC process. Both RFIs have stated that a firm commitment of project capital and operational costs for the local cost share needs to be provided for the project to be considered in this funding phase. The RFIs stated that the previously provided Partnership

Agreement (**Exhibit A**) was generalized and needed a commitment with the local cost shares specified more explicitly.

The GW Reliability Project Partners are committed to continuing to collaborate to identify necessary steps to complete the project; at the conclusion of the investigation stage, the Partners will identify the cost share for the capital construction cost of the Project and for the required operational and maintenance costs thereafter for the useful life of the Project. Staff will continue to explore other potential program options for the Project with Metropolitan Water District of Southern California and the Main San Gabriel Basin Watermaster. Further refinement of project details and cost share is expected to be completed by mid-2025.

Implementation of the \$106 million Project requires focused stakeholder discussion, including of all the Three Valleys member agencies, evaluation of the Project consistency with the District's strategic plan, and rate payer impacts in developing the long term water supply reliability project. If Three Valleys were to provide the local cost share commitment in order to continue the FEMA BRIC grant process, it does not commit the District to complete and implement the project; each phase of the project will be presented to the governing bodies of the Project Partners before the phases are implemented. Three Valleys will not implement the GW Reliability Project without the Board of Directors' authorization.

Staff recommends the Three Valleys Board of Directors authorize the General Manager to provide the finalized letter of commitment for the Project cost to be responsive of the RFIs that have been received for the GW Reliability Project FEMA BRIC application (**Exhibit B**).

**Environmental Impact**

None

**Strategic Plan Objective(s)**

- 1.3 – Maintain diverse sources of reliable water supplies and storage
- 1.4 – Maintain reliable water infrastructure
- 1.5 – Be prepared for catastrophic events
- 2.1 – Maximize the most cost-effective water resources
- 3.3 – Be accountable and transparent with major decisions

**Attachment(s)**

- Exhibit A – GW Reliability Principles Agreement
- Exhibit B – City of Pomona and Three Valleys Municipal Water District GW Reliability Funding Commitment Letter



**Meeting History**

Board of Directors Meeting, November 15, 2023, Action Item  
Board of Directors Meeting, April 20, 2022, Action Item

NA/SL



**GROUNDWATER RELIABILITY PARTNERSHIP PRINCIPLES OF AGREEMENT AMENDMENT 1  
BETWEEN  
THREE VALLEYS MUNICIPAL WATER DISTRICT, CITY OF GLENDORA, CITY OF POMONA  
AND PUENTE BASIN WATER AGENCY**

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**Groundwater Reliability Partnership Objectives**

- Three Valleys Municipal Water District (Three Valleys/TVMWD), the City of Glendora and the Puente Basin Water Agency currently have a partnership through a Principles of Agreement for the Groundwater Reliability Partnership established June 2, 2022. The Groundwater Reliability Partnership is interested in securing additional reliable local water supplies to provide drought resilience to its member agencies' water resources portfolio to serve its community today, into the future, and under uncertain climate conditions.
- The Groundwater Reliability Project (Project) contemplates utilizing existing stranded groundwater extraction wells, that are currently inoperable due to groundwater contamination, to be placed into service that would add to the local water supply reliability; in particular, the wells in consideration are owned by the City of Glendora, particularly Well Nos. 3 and No. 4 in the City of Covina and Well No. 7 in the City of Azusa. The Project also contemplates construction of a distribution network of pipelines to move the treated water from the western part of the Three Valleys service area to the eastern portion of the service area, thereby creating additional flexibility and reliability.
- The 2022 Groundwater Reliability Partnership established terms for equal cost share to develop feasibility study for the Project. Three Valleys served as the lead agency in the development of the study.
- The City of Pomona is interested in developing and restoring its local water resources to meet drinking water quality requirements to maintain its diverse water supply portfolio in addition to its imported water supplies. The City of Pomona is interested in providing water treatment for three to five wells and interested in collaborating on a regional level to increase the reliability of its and the entire Three Valleys service area.
- The City of Glendora, the City of Pomona and the PBWA desire for TVMWD to continue to take the lead for the Project as the regional wholesale water agency to develop the Project to provide water resources reliability and resilience for the service area.
- Other TVMWD Member Agencies in the future may desire to be a partner to this groundwater reliability partnership and may be included with future terms.

GROUNDWATER RELIABILITY PARTNERSHIP PRINCIPLES OF AGREEMENT AMENDMENT 1  
BETWEEN  
THREE VALLEYS MUNICIPAL WATER DISTRICT, CITY OF GLENDORA, CITY OF POMONA  
AND PUENTE BASIN WATER AGENCY

**Principles of Agreement**

- Three Valleys will serve as the lead agency in the development of technical studies, design, permitting and construction of the Project.
- Three Valleys, City of Glendora, City of Pomona and the Puente Basin Water Agency, collectively referred as the "Partners" desire to seek funding opportunities to develop and implement the Project
- The City of Pomona will serve as the lead agency for funding through the FEMA BRIC application process for the Project, with the co-applicant as Three Valleys. Three Valleys will fund and develop the technical material needed to submit the application and provide any needed assistance to the City of Pomona. The City of Glendora and PBWA will act in an advisory and technical support role for the application.

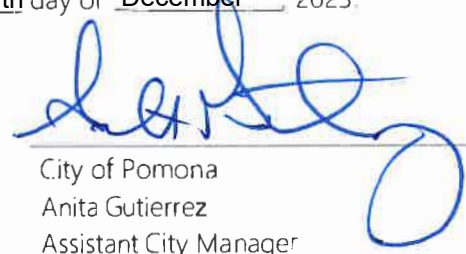
**Terms of the Agreement**

- The Partners seek to develop cost share for their respective Project benefit through funding agreements during the various phases of the Project development. Each funding agreement will specify the cost share percentages among the Partners
- The Partners agree to provide the funds necessary for the long-term operations and maintenance associated with the facilities under their purview.
- Executed funding agreements along with concurrence provided through written documentation shall be obtained before Three Valleys enters into any agreement(s) for services with any Third Party that is subject to cost share for the Project

This Partnership Agreement is effective as of the 11th day of December, 2023.



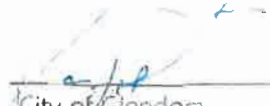
Three Valleys Municipal Water District  
Matthew Ritchfield, P.E.  
General Manager/Chief Engineer



City of Pomona  
Anita Gutierrez  
Assistant City Manager



Puente Basin Water Agency  
Jared Macias  
Administrative Officer



City of Glendora  
Adam Raymond  
City Manager



# Item 9.A - Exhibit B

GENERAL MANAGER /  
CHIEF ENGINEER  
Matthew H. Litchfield, P.E.

BOARD OF DIRECTORS  
David De Jesus  
Carlos Goytia  
Jeff Hanlon  
Bob Kuhn  
Jody Roberto  
Danielle Soto  
Mike Ti

January 17, 2024

California State Hazard Mitigation Officer California Governor’s Office of Emergency  
Services ATTN: JENNIFER HOGAN  
3650 Schriever Avenue  
Mather, California 95655 RE:

Dear Ms. Hogan:

This letter serves as the Three Valleys Municipal Water District’s commitment to meet the City of Pomona and Three Valleys Municipal Water District Groundwater Reliability Project’s non-federal cost share requirement of the Building Resilient Infrastructure and Communities (BRIC) program.

	Local	Other	Private	State
	Agency	Agency	Nonprofit	Agency
	Funding	Funding	Funding	Funding
<b>Source of Local Match</b>				
<b>Commitment Funds:</b>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Name of non-federal match commitment funding sources:** Three Valleys Municipal Water District

**Funds Availability Date:** July 1, 2024

**Requested Federal Share:** \$40,000,000

**Non-federal Match Commitment:** \$79,235,992

**Funding Type** Property Tax and Three Valleys Municipal Water District rates

Please contact Sylvie Lee at [slee@tvmwd.com](mailto:slee@tvmwd.com) or 909.293.7028 with any questions.

Sincerely,

Matthew H. Litchfield, General Manager

## BRUNICK, MCELHANEY &amp; KENNEDY

PROFESSIONAL LAW CORPORATION

1839 COMMERCENTER WEST

SAN BERNARDINO, CALIFORNIA 92408

TELEPHONE: (909) 889-8301

FAX: (909) 388-1889

WILLIAM J. BRUNICK  
LELAND P. MCELHANEY  
STEVEN M. KENNEDY

MAILING ADDRESS:

POST OFFICE BOX 13130

SAN BERNARDINO, CALIFORNIA 92423-3130

January 11, 2024

TO: Board of Directors  
THREE VALLEYS MUNICIPAL WATER DISTRICT

FROM: Steven M. Kennedy, General Counsel

RE: Legal Update – Annual Sunshine Ordinance Review

The purpose of this memorandum is to advise the Board with respect to newly-applicable statutory and regulatory developments concerning the above-referenced matter.

**Assembly Bill 557**

The Ralph M. Brown Act, Government Code Sections 54950-54963 (“Brown Act”), is a California “sunshine” law that sets forth the requirements for public access to meetings of local governmental agencies. Under the Brown Act, legislative bodies of local agencies may conduct meetings via teleconference subject to the following conditions set forth in Government Code Section 54953(b):

- (i) A quorum of the body must participate from location with the local agency’s jurisdiction, but other members may participate from outside the jurisdiction;
- (ii) The remote location(s) must be connected to the main meeting location by telephone, video, or both;
- (iii) The notice and agenda for the meeting must identify the remote location(s);
- (iv) The remote location(s) must be posted and accessible to the public;
- (v) All votes must be by roll call; and
- (vi) The meeting must otherwise comply with the Brown Act, which includes allowing participation by members of the public present in remote location(s).

Beginning October 1, 2021, Assembly Bill (“AB”) 361 amended the Brown Act by adding Government Code Section 54953(e) to allow local agencies to meeting virtually without complying with the above requirements under the following rules:

(1) **Declared State of Emergency.** The Governor has declared a state of emergency, regarding which either (a) State or local officials have imposed or recommended measures to promote social distancing or (b) the legislative body determines, by majority vote, that meeting in person would present imminent risks to the health or safety of attendees due to the emergency.

TVMWD Board of Directors  
 January 11, 2024  
 Page 2

(2) Public Comment Opportunities in Real Time. A legislative body that meets virtually pursuant to AB 361 must allow members of the public to access the meeting via a call-in option or an internet-based service option, and the agenda for the remote meeting must provide an opportunity for members of the public to directly address the body in real time. A legislative body cannot require public comments to be submitted in advance of the meeting.

(3) No Action During Disruptions. In the event of a disruption that prevents the local agency from broadcasting the virtual meeting, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based option, the legislative body is prohibited from taking any further action on items appearing on the meeting agenda until public access to the meeting via the call-in or internet-based option is restored.

(4) Periodic Findings. Every 30 days, starting when it first meets virtually under AB 361, the legislative body must find, by majority vote, that it has reconsidered the circumstances of the state of emergency, and either (a) the state of emergency continues to directly impact the ability of the members to meet safely in person or (b) State or local officials continue to impose or recommend measures to promote social distancing.

Pursuant to Government Code Section 54953(f), AB 361 was set to automatically expire on January 1, 2024. As a result, various bills were introduced in the State Legislature to extend teleconferencing options beyond the sunset date of AB 361 and/or independent of a proclamation from the Governor of a statewide state of emergency and the need for an ongoing 30-day local recertification that such emergency restricts the ability of agencies to safely meet in person. One such bill – District-sponsored AB 2449 – was successfully enacted into law on September 13, 2022, following near-unanimous passage out of the State Senate and State Assembly.

Additionally, with AB 361 expiring at the end of 2023, Governor Newsom signed AB 557 into the Brown Act on October 8, 2023. AB 557, which took effect on January 1, 2024, essentially re-enacts AB 361 with the following revisions:

(1) Declared State of Emergency. It is no longer required that the Board find that State or local officials have imposed or recommended measures to promote social distancing as part of the Governor's declared a state of emergency.

(2) Resolution. It is no longer required that the Board adopt its findings in support of teleconference meetings under the requirements of AB 557 by formal Resolution.

(3) Periodic Findings. The Board may now renew its findings in support of continued teleconference meetings under AB 557 every 45 days (rather than every 30 days).

(4) No Sunset. The AB 557 requirements for teleconference meetings are not subject to automatic expiration.

To assist the District in implementing all of these remote-meeting capabilities, the following table schematically reflects the relative distinctions for teleconference/remote meetings under traditional Brown Act provisions, AB 557, and AB 2449:

TVMWD Board of Directors  
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Type of Meeting	Board Attendance	Public Attendance	Findings/Limitations	Requirements
Typical Brown Act meeting	In person	In person	N/A	G.C. Sec. 54950 et seq. ("General")
Teleconference meeting [G.C. Sec. 54953(b)]	In person except for teleconferencing director(s)	In person at physical location and teleconference location	None	General requirements plus: * Roll call votes; Teleconference location identified on agenda; * Teleconference location accessible to the public; * Agenda posted at teleconference location; * Public participation from teleconference location; * Quorum attending within District boundaries.
AB 557 meeting [G.C. Sec. 54953(e)]	In person and/or teleconference	Can be remote only	* State-declared emergency; * Imminent risk to health or safety of attendees.	General requirements plus: * Recertification required every 45 days; * Agenda must provide info on remote access and participation;

			<p>* Agenda shall include opportunity for public to directly address Board via call-in option or internet-based service option;</p> <p>* If technical difficulties, Board must not take any action on agenda items until restoration of service;</p> <p>* Board cannot require public comments be submitted in advance of meeting and must provide opportunity for public to address Board in real time;</p> <p>* Public commenters may be required to register if deemed necessary by third-party remote platform;</p> <p>* Public comment must be accepted until public comment period is formally closed; if public comment is provided only on a per-item basis, Board must allow reasonable amount of time</p>
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				per agenda item for public to register and comment.
AB 2449 meeting [G.C. Sec. 54953(f) until 1/1/26]	In person except for teleconferencing director(s)	In person and remote	<p>* Remote director either (1) notifies Board at earliest opportunity possible (but no more than two meetings per calendar year) of just cause (defined as childcare or caregiving of close relatives, contagious illness, physical or mental disability, or official business travel) or (2) requests remote participation as soon as possible, and Board takes action to approve such request at earliest opportunity, due to emergency circumstances (defined as physical or family medical emergency);</p> <p>* No director may participate solely by teleconference from remote locations for more than three consecutive months or 20% of</p>	<p>General requirements plus:</p> <ul style="list-style-type: none"> <li>* Quorum attending at physical location of meeting within District boundaries;</li> <li>* District must provide means by which public may remotely hear and visually observe meeting by either two-way audiovisual platform, two-way telephonic service and live webcasting, or both;</li> <li>* Agenda must provide info on remote access and participation;</li> <li>* Agenda shall include opportunity for public to directly address Board via call-in option, internet-based service option, and in-person option;</li> <li>* If technical difficulties, Board must not take any action on agenda items</li> </ul>

			<p>regular Board meetings within a calendar year, or more than two meetings if the Board regularly meets less than ten times per calendar year.</p>	<p>until restoration of service;          * Board cannot require public comments be submitted in advance of meeting and must provide opportunity for public to address Board in real time;          * Public commenters may be required to register if deemed necessary by third-party remote platform;          * Remotely-participating director publicly discloses before any action is taken (1) whether any other individuals 18 years of age or older are present at remote location and (2) general nature of director's relationship with any such individuals;          * Remote director participates through both audio and visual technology.</p>
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In light of AB 557, I suggest that Exhibit B to the District's Sunshine Ordinance be modified in the manner set forth in the document attached hereto. The Board may also wish to consider whether any other policy changes to the District's Sunshine Ordinance are necessary in order to accommodate the new statutory opportunities afforded by AB 557.

Enclosure

cc: Matthew H. Litchfield, TVMWD General Manager

**ORDINANCE NO. 23-03-25**

**AN ORDINANCE OF THE BOARD OF DIRECTORS  
OF THE THREE VALLEYS MUNICIPAL WATER DISTRICT  
CONCERNING THE CONDUCT OF ITS PUBLIC MEETINGS**

WHEREAS, the Board of Directors of the Three Valleys Municipal Water District finds as follows:

A. The Three Valleys Municipal Water District (“the District”) is a municipal water district organized and operating pursuant to California Water Code Section 71000 et seq.

B. The District is governed by an elected Board of Directors (“the Board”) whose meetings are subject to the requirements of the Ralph M. Brown Act, California Government Code Section 54950 et seq. (“the Brown Act”).

C. On March 7, 2001, the Board adopted Ordinance No. 3-01-8 in order to clarify and supplement the Brown Act and to ensure that the Board’s deliberations and the District’s operations are open to the public to the full extent permitted by law.

D. On May 7, 2001, the Board adopted Ordinance No. 5-01-9 which amended Ordinance No. 3-01-8 to impose further requirements upon itself which allow greater access to the meetings of the Board than prescribed in the Brown Act.

E. On February 22, 2002, the Board adopted Ordinance No. 02-02-11 which further amended Ordinance No. 3-01-8 with respect to the date, time, and place of the Board’s regular meetings.

F. On June 25, 2003, the Board adopted Ordinance No. 6-03-12 which further amended Ordinance No. 3-01-8 with respect to closed session agenda descriptions and the date, time, and place of the Board’s regular meetings.

G. On May 19, 2004, the Board adopted Ordinance No. 05-04-13 which further amended Ordinance No. 3-01-8 with respect to the date, time, and place of the Board's regular meetings, and consolidated all of the amendments to Ordinance No. 3-01-8 into a single comprehensive document.

H. On January 18, 2012, the Board adopted Ordinance No. 12-01-19 which amended Ordinance No. 05-04-13 with respect to the dates of the Board's regular meetings and the posting of its agendas.

I. On April 17, 2013, the Board adopted Ordinance No. 13-04-20 which amended Ordinance No. 12-01-19 with respect to the closed session descriptions attached hereto as Exhibit A so as to maintain compliance with statutory amendments to the Brown Act.

J. On February 17, 2021, the Board adopted Ordinance No. 21-02-22 which amended Ordinance No. 13-04-20 to modify Section 2.3.5 hereof to expand the availability of background material to the public beyond the requirements of Government Code Section 54957.5.

K. On June 15, 2022, the Board adopted Ordinance No. 22-06-23 which amended Ordinance No. 21-02-22 to further modify Section 2.3.5 hereof to incorporate the requirements of Senate Bill 274, which became effective January 1, 2022.

L. The purpose of this Ordinance is to (1) modify Section 2.3.3 hereof to incorporate requirements of Senate Bill 1100 which became effective January 1, 2023, (2) modify Section 2.3.5 hereof to incorporate requirements of Assembly Bill 2647 which became effective January 1, 2023, (3) add Section 2.3.6 hereto to assist in compliance with various Brown Act requirements related to remote participation by Board members, and (4) ensure that the Board's deliberations are performed in a manner that reflect a dedication to the highest standards of integrity and

accountability so as to continue to earn the trust and confidence of the parties served by the District.

THEREFORE, THE BOARD OF DIRECTORS of the Three Valleys Municipal Water District does hereby adopt and ordain as follows:

Section 1. **COMPLIANCE WITH STATUTORY REQUIREMENTS.**

All meetings of the Board and all committees thereof shall be conducted in compliance with all applicable requirements of the Brown Act.

Section 2. **ADDITIONAL REQUIREMENTS.**

2.1. **Regular Meetings.** Pursuant to Government Code Section 54954(a), all regular meetings of the Board shall be held at 8:00 a.m. on the first and third Wednesdays of each month at the District offices located at 1021 East Miramar Avenue, Claremont, California, unless otherwise provided in the agenda that is prepared and posted therefor in accordance with Section 2.3 hereof.

2.2. **Special Meetings.** Special meetings of the Board may be called from time to time and will be conducted in accordance with Government Code Section 54956. The Board cannot consider any non-agendized items in a special meeting. Therefore, the agenda for a special meeting shall not include an opportunity for the Board to add any non-agendized items after it is posted.

2.3. **Agendas.**

2.3.1. **Descriptions.** The agenda for all Board meetings and all committee meetings that are open to the public shall contain a brief, general description of each item of business to be transacted or discussed during the meeting and shall avoid the use of undefined abbreviations or acronyms not in common usage and terms whose meaning is not known to the

general public. The agendas may refer to explanatory documents, including but not limited to correspondence or reports, within the written material prepared and/or forwarded by District staff to the Board concerning the subject matter of any agenda item. The description of an agenda item is adequate if it is sufficiently clear and specific to alert a person whose interests are affected by the item that he or she may have reason to attend the meeting or seek more information about the item.

2.3.2. Additions. The Board shall not discuss or take action on any item not appearing on the posted agenda for the meeting unless otherwise authorized by the Brown Act. All findings and/or determinations required by Government Code Section 54954.2(b) shall be expressly made by the Board and duly reflected in the minutes of the meeting.

2.3.3. Public Comment. The agenda for all meetings of the Board shall include an item for Public Comment so as to provide an express opportunity for members of the public to directly address the Board in accordance with the requirements of Government Code Section 54954.3(a) prior to the Board's consideration of the merits of any item placed on the agenda. In the event that a motion is made to reorder the agenda, or add an item to the agenda, or otherwise take any Board action prior to the Public Comment portion of the agenda, the President of the Board shall ask any members of the public in attendance at the meeting whether they wish to comment on the motion that is pending before the Board. During the Board's consideration of items discussed after the Public Comment portion of the agenda, the President of the Board should exercise best efforts to recognize any member of the public who wishes to speak on that issue prior to any action thereon that is taken by the Board. While testimony and input received from the public during Board meetings is a valuable part of the Board's decision-making process, the Board

President is nevertheless authorized pursuant to Government Code Section 54954.3(b) to limit public testimony to three (3) minutes for each individual speaker. The Board President is also authorized pursuant to Government Code Section 54957.95 to remove from a meeting any member of the public whose behavior is disrupting the meeting, but only after due warning unless the disrupting behavior constitutes a true threat of force.

2.3.4. Posting. The agendas of all Board meetings and all committee meetings which are open to the public shall be posted in the following locations: (1) an exterior bulletin board located outside the District headquarters that is accessible twenty-four (24) hours a day; (2) on-line at the District's website known as [www.threevalleys.com](http://www.threevalleys.com); and (3) an interior bulletin board located in the lobby of the District headquarters.

2.3.5. Background Material. Staff material, consisting of agendas, staff reports, and other material prepared and forwarded by staff which provide background information and recommendations, regarding agenda items, when distributed to all or to a majority of the members of the Board in connection with a matter which is subject to discussion or consideration in open session at a public meeting, shall be made readily available to the public on the District's website, at the District's offices, and upon request. If a member of the public requests that a copy of such material be delivered by e-mail, District staff shall e-mail a copy of, or website link to, the documents as requested unless District staff determines that delivery by e-mail or by other electronic means is technologically infeasible, in which case District staff must send the documents by mail in accordance with the mailing requirements of the Brown Act.

2.3.6. Remote Participation. A Board member wishing to participate in a meeting from a remote location pursuant to Government Code Sections 54953(b) or 54953(f) must



notify District staff at the earliest opportunity as soon as possible so that the agenda for the meeting can be prepared and/or amended accordingly and that all other necessary accommodations can be arranged, and the meeting conducted, in a manner generally consistent with the policy attached hereto as Exhibit B and incorporated herein by this reference.

### 2.4. **Closed Sessions.**

2.4.1. Agenda Descriptions. Substantial compliance with the permissive provisions of Government Code Section 54954.5, as generally reflected in Exhibit A attached hereto and incorporated herein by this reference, is mandatory under this Ordinance with respect to the description of any closed session items on any Board meeting agenda. For closed sessions held pursuant to Government Code Section 54957, the agenda will use the description in Exhibit A that best describes the purpose of the closed session. When the purpose of the closed session is to conduct a hearing on specific complaints or charges brought against an employee of the District, the agenda description shall read “PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, employee given 24-hour notice.”

2.4.2. Advance Announcement. Prior to holding any closed session, the Board shall state in open session the item or items to be discussed in the closed session. The statement may take the form of a reference to the item or items as they are listed by number or letter on the agenda, and must include any and all matters otherwise required to be disclosed under the Brown Act. For closed sessions held pursuant to Government Code Section 54956.9(d)(3), the Board must announce the existing facts and circumstances which authorize the holding of the closed session or specifically state that it believes that facts and circumstances that might result in litigation against the District are not yet known to a potential plaintiff or plaintiffs. In the closed

session, the Board shall consider only those matters covered in its statement. Nothing in this section shall require or authorize the release of information which is exempt from disclosure under state or federal law.

2.4.3. Public Reports on Closed Session Actions. The Board shall publicly report any action taken in closed session, and the vote or abstention of every member present thereon, in the manner and to the extent required by Government Code Section 54957.1.

2.5. Ad Hoc Committees. In order to be exempt from the notice, agenda, and public participation requirements of the Brown Act, all ad hoc committees of the Board shall substantially comply with the following guidelines: (1) The committee shall be comprised of less than a quorum of the Board; (2) The committee's life should be restricted to a relatively short period of time; (3) The committee's purpose should be limited to a single and specific task; (4) The committee shall not be given any independent discretionary authority to make ultimate decisions on behalf of the Board with respect to the final resolution of the task; (5) The committee's charge should not be automatically renewed upon completion of its particular assignment or expiration of its fixed term; (6) The committee's meeting schedule should not be on a regular basis or established by formal action of the Board; and (7) Public notice of the formation of the committee shall be given in a timely manner.

Section 3. REVIEW OF ORDINANCE ON ANNUAL BASIS.

Each year, the Board may review this Ordinance to determine its effectiveness and the necessity for its continued operation. As such time, the District's General Manager shall report to the Board on the operation of this Ordinance, and make any recommendations deemed appropriate, including proposals to amend the Ordinance. Upon conclusion of its review, the

Board may take any action it deems appropriate concerning this Ordinance. Nothing herein shall preclude the Board from taking action on the Ordinance at times other than upon conclusion of the annual review. The Board’s failure to conduct the annual review shall result in the continued operation of this Ordinance for another year or until otherwise modified by the Board.

Section 4. **SEVERABILITY.**

If any provision of this Ordinance, or the application thereof to any person or circumstance, is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 5. **EFFECTIVE DATE.**

The provisions of this Ordinance shall supersede all prior inconsistent ordinances and shall take effect immediately upon adoption.

Adopted this 1<sup>st</sup> day of March, 2023.

- ROLL CALL:
- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors

**EXHIBIT A**

Under Government Code Section 54954.5, the following language has been provided by the State Legislature as sample language which will meet the mandate of the Brown Act for properly identifying closed session items on the Board's agenda:

# LICENSE/PERMIT DETERMINATION (Government Code Section 54956.7)

Applicant(s): (Specify number of applicants)

# CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: (Specify street address; parcel number if no street address; or other unique reference of parcel under negotiation)

District Negotiator: (Specify names of negotiators attending closed session) (If the specified negotiator is to be absent, an agent or designee may participate provided the name of the agent or designee is announced publicly prior to the closed session.)

Negotiating parties: [Specify name of party (not agent)]

Under negotiation: (Specify whether instruction to negotiator will concern price, terms of payment, or both)

# CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of case: (Specify by reference to claimant's name, name of parties, case or claim numbers)

or

Case name unspecified: (Specify whether disclosure would jeopardize service of process or existing settlement negotiations)

# CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):  
(Specify number of potential cases)

# CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): (Specify  
number of potential cases)

# LIABILITY CLAIMS (Government Code Section 54956.95)

Claimant: (Specify name unless unspecified pursuant to Section 54961)

Agency claimed against: (Specify name)

# THREAT TO PUBLIC SERVICES OR FACILITIES (Government Code Section 54957)

Consultation with: (Specify name of law enforcement agency and title of officer, or name  
of applicable District representative and title)

# PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957)

Title: (Specify description of position to be filled)

# PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section  
54957)

Title: (Specify position title of employee being reviewed)

# PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section  
54957)

(No additional information is required in connection with a closed session to consider  
discipline, dismissal, or release.)

# CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

District designated representatives: (Specify names of designated representatives)

attending the closed session) (If circumstances necessitate the absence of a specified representative, an agent or designee may participate in place of the absent representative so long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Employee organization: (Specify name of organization representing employee or employees in question)

or

Unrepresented employee: (Specify position title of unrepresented employee who is the subject of negotiations)

# CASE REVIEW/PLANNING (Government Code Section 54957.8)

(No additional information is required in connection with a closed session to consider case review or planning.)

**EXHIBIT B**

**Board Member Teleconferencing Policy**

**Article I. Policy:**

The policy set forth herein ("Policy") shall govern the Agency's use of Teleconferencing for the attendance at Meetings of the Members of its Legislative Bodies. The Global Teleconferencing Policies (Article III) and Standard Teleconferencing Procedures (Article IV) shall apply in all instances, except when (1) a Board member has either "just cause" or an "emergency circumstance" so as to permit the use the Expanded Teleconferencing Procedures (Article V) or (2) a State of Emergency issued by the California Governor is in effect sufficient to trigger the use of the Emergency Teleconferencing Procedures (Article VI).

**Article II. Definitions:**

Unless otherwise defined herein, the following definitions shall apply to this Policy:

Agency – shall refer to the Three Valleys Municipal Water District.

Brown Act / Ralph M. Brown Act – shall refer to Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the California Government Code, known as the "Ralph M. Brown Act" pursuant to Government Code section 54950.5, as such shall be amended from time to time.

Legislative Body – shall have the same meaning as provided by Government Code Section 54952, including the Agency's governing board.

Member – shall have the same meaning as provided by Government Code Section 54952.1.

Meeting – shall have the same meaning as provided by Government Code Section 54952.2.

State – shall mean the State of California.

State of Emergency – shall mean a state of emergency proclaimed by the California Governor or such others as may be empowered pursuant to Section 8625 of the California Emergency Services Act, as set forth in Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2 the California Government Code.

Teleconferencing – attendance from different locations, other than the physical location of a meeting, by way of an audio device, whether it be telephone, audio-only internet connection, or otherwise.

Videoconferencing – attendance from different locations, other than the physical location of a meeting, by way of a dual audio and visual device, whereby participants can be both seen and heard. For purposes of this Policy, Videoconferencing may include attendance by way of a single device or software package, or attendance via an audio-device with synced camera or webcasting.

**Article III. Global Teleconferencing Policies:**

At the discretion of the Legislative Body and/or the Agency's General Manager, any employee, consultant, vendor, or individual presenting or attending a Meeting of a Legislative Body, other than a Member of the Legislative Body, shall be permitted to attend via teleconference or videoconference without compliance with the rules or conditions set forth herein. Members of the Legislative Body, inclusive of the governing board Members and committee or bodies required to comply with the Brown Act, may only participate via teleconference or videoconference as permitted by this Policy.

To the extent a Member desires to attend a Meeting via teleconference or videoconference, the Member shall generally be required to comply with the foregoing "Standard Teleconferencing Procedures" (Article IV) unless the circumstances exist to justify the use of the "Expanded Teleconferencing Procedures" (Article V) or "Emergency Teleconferencing Procedures" (Article VI).

A Member not in compliance with any such procedures, as applicable, shall not be permitted to attend a Meeting via teleconference or videoconference for any purpose, whether to participate in or listen to such Meeting.

In all instances in which a Member is attending a Meeting via Teleconferencing or Videoconferencing, the Legislative Body shall:

1. Take all votes by roll-call;
2. Conduct the Meeting in a manner that protects the statutory and constitutional rights of the parties and public appearing before the Legislative Body;
3. Provide notice and post agendas as otherwise required by the Brown Act; and
4. Permit members of the public access to the Meeting and an opportunity to address the Legislative Body as required by the Brown Act.

**Article IV. Standard Teleconferencing Procedures:**

A Member may attend a Meeting via Teleconferencing or Videoconferencing if the following conditions are satisfied:

1. At least a quorum of the Members of the Legislative Body participate in the Meeting from locations within the boundaries of the Agency;
2. The agenda posted for the Meeting is posted at all teleconference locations, each of which are identified in the notice and the agenda for the Meeting; and
3. Each teleconference location is accessible to the public, and the public is permitted to comment at each teleconference location.

**Article V. Expanded Teleconferencing Procedures (Effective Thru January 1, 2026):**

A Member may attend a Meeting via videoconference only (Teleconferencing will not be permitted under these procedures), without the need to comply with the Standard Teleconference Procedure requirements to notice and post at the agenda locations or make such locations accessible to the public, if the following conditions are satisfied:

1. At least a quorum of the Members of the Legislative Body participate in-person from a single physical location accessible to the public, which is within the boundaries of the Agency and clearly identified in the posted agenda;



2. The public is permitted to attend the Meeting either by teleconference or videoconference in a manner such that the public can remotely attend and offer real-time comment during the Meeting;
3. Notice of the means by which the public can remotely attend the Meeting via teleconference or videoconference and offer comment during the Meeting is included within the posted agenda;
4. The Member(s) seeking to remotely attend the Meeting complete(s) and submit(s) to the Agency the Notification of Remote Board Meeting Attendance form attached hereto and incorporated herein by this reference stating either "just cause" or an "emergency circumstance" that justifies their attendance via videoconference.
  - a. A Member shall only have "just cause" for remote attendance if such participation is for one of the following reasons:
    - i. To provide childcare or caregiving need to a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner, with such terms having the same meaning as those terms are defined in Government Code Section 12945.2;
    - ii. Due to a contagious illness that prevents the Member from attending in-person;
    - iii. Due to a need related to a physical or mental disability as defined in Government Code Sections 12926 and 12926.1 not otherwise accommodated; and
    - iv. Due to travel while on official business of the Legislative Body or another state or local agency;
  - b. A Member shall have an "emergency circumstance" if such participation is due to a physical or family medical emergency that prevents the Member from attending in person.
5. The Member(s) have not attended a Meeting remotely on the basis of "just cause" for more than two Meetings in the current calendar year; and
6. The Member(s) have not attended a Meeting remotely on the basis of "just cause" or "emergency circumstance" for more than three consecutive months or more than four Meetings in a calendar year.
7. The Legislative Body has, and has implemented, a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance in which notice of the time of the Meeting is otherwise given or the agenda for the Meeting is otherwise posted, the Legislative Body shall also give notice of the procedure for receiving and resolving requests for accommodation.

In order to utilize the Expanded Teleconference Procedures, a Member shall:

1. For a "just cause" circumstance, notify the Legislative Body at the earliest opportunity, including at the start of a regular Meeting, of their need to participate remotely for just cause, including a general description of the circumstance relating to their need to appear remotely at the given Meeting;
2. For an "emergency circumstance," request to participate at a Meeting due to an "emergency circumstance" as soon as possible, preferably before the posting of the agenda but up to the start of the Meeting, with such request including a general description of the circumstances relating to their need to appear remotely at the given Meeting, though any description for emergency circumstances need not exceed 20 words and need not include any medical diagnosis or disability or personal medical information exempt from disclosure by law;

3. The Member shall publicly disclose at the Meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the Member, and the general nature of the Member's relationship with such individuals; and
4. Participate through Videoconferencing, with both audio and visual technology.

Upon receipt of a request from a Member to utilize the Expanded Teleconference Procedure, the Legislative Body shall:

1. Take action by majority vote on a request to participate remotely due to an "emergency circumstance" at its earliest opportunity, which may be taken as a noticed agenda item or as an added item if sufficient time was not provided to place the proposed action on the agenda; and
2. In the event of a disruption that prevents the broadcast of the Meeting to members of the public, or in the event of a disruption within the Agency's control that prevents members of the public from offering public comment using the Teleconferencing or Videoconferencing options, take no further action during a Meeting until such access is restored.

**Article VI. Emergency Teleconferencing Procedures ~~(Effective Thru January 1, 2024):~~**

Notwithstanding the Standard Teleconferencing Procedures, a Legislative Body may elect to use these "Emergency Teleconferencing Procedures" to allow Teleconferencing if any of the following circumstances apply:

- ~~1. The Legislative Body holds a Meeting during a proclaimed State of Emergency and State or local officials have imposed or recommended measures to promote social distancing;~~
- 2-1. The Legislative Body holds a Meeting during a proclaimed State of Emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- 3-2. The Legislative Body holds a Meeting during a proclaimed State of Emergency and the Legislative Body has determined, by majority vote, that as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.

If utilizing the Emergency Teleconferencing Procedures, the Legislative Body shall:

1. Give notice in the agenda for such Meeting of the means by which members of the public may access the Meeting and offer public comment via a Teleconferencing or Videoconferencing option, which shall include an opportunity for public comment in real-time;
2. In the event of a disruption that prevents the broadcast of the Meeting to members of the public, or in the event of a disruption within the Agency's control that prevents members of the public from offering public comment using the Teleconferencing or Videoconferencing options, take no further action during a Meeting until such access is restored; and
3. Not close the public comment period, or the opportunity to register to comment, until the time that the general public comment period has elapsed.

The Legislative Body may continue use of the Emergency Teleconferencing Procedures for as long as the State of Emergency remains active, provided that, not later than 3045 days after Teleconferencing for the first time, and every 3045 days thereafter, the Legislative Body finds by majority vote that:

1. The Legislative Body has reconsidered the circumstances of the State of Emergency;  
and
2. ~~Any of the following circumstances exist:~~
  - a. ~~The State of Emergency continues to directly impact the ability of the~~ Members to meet safely in person; ~~or~~
  - b. ~~State or local officials continue to impose or recommend measures to promote social distancing.~~

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In the event of the use of these Emergency Teleconferencing Procedures, it shall not be necessary for the Agency to provide a physical location from which the public may attend or comment.

**Article VII. Miscellaneous Provisions:**


With respect to the Standard Teleconferencing Procedures, Expanded Teleconferencing Procedures, and Emergency Teleconferencing Procedures set forth herein, such are intended to comply with Government Code Sections 54953(b), (f), and (e), respectively, and, as such, in the event of a conflict between this Policy and such statutory provisions, the statutory provisions shall control and be implemented as if set forth in full in this Policy.



## BOARD INFORMATION

BOARD OF DIRECTORS  
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: January 17, 2024

Subject: Legislative Update – January 2024

Funds Budgeted: \$

Fiscal Impact: \$

## Staff Recommendation

No Action Necessary – Informational Item Only

## Discussion

The Legislature reconvened on January 3<sup>rd</sup> to begin its 2024 work. This is the start of the second year of the 2023-2024 Legislative Session, which runs through August 31, 2024. The year promises to be extremely busy with a shaky budget and election races that will determine key seats in Sacramento and Washington, D.C., plus statewide ballot measures going to voters on the March and November ballots.

Bills that did not move out of their house of origin in 2023 have until January 31<sup>st</sup> to get their bills to the other house. Just over two weeks later, legislators face the February 16<sup>th</sup> deadline to introduce new legislation for 2024. We will continue advocating for policies that advance key priorities – particularly the *California Water for All* bill introduced in 2023 as SB 361 (Caballero).

The Senate Democratic Caucus selected Senator Mike McGuire to replace Senate President pro Temp Toni Atkins, who terms out of office in 2024. Senator McGuire's official transition date is February 5<sup>th</sup>, 2024. In July of 2023, Assemblymember Robert Rivas took over as the new Assembly Speaker. He recently announced new committee chairs and a new leadership team that took effect this month. New committee membership has also been announced in both houses.

**2024 Election**

As announced last month, we will reach out to campaign staff to meet with candidates for the handful of legislative seats that are terming out in 2024. This will take place in Spring/Summer 2024, following the March primary election.

The Legislature will be distracted this year by the upcoming elections, especially with the Presidential election primary moved up to March. The new district boundaries created by the Redistricting Commission based on the 2020 Census data will be fully implemented with the second half of the state Senate elections this year. During the 2022 election, all Assembly seats and the first half of the Senate seats were up for election utilizing the new maps. Governor Gavin Newsom is in the middle of his term and will term out in 2026.

The legislature has a supermajority of Democrats in both the Assembly (18R / 62D) and the Senate (8R / 32D). A two-thirds supermajority (54 in the Assembly and 27 in the Senate) can pass new taxes, place a constitutional amendment on the ballot, change the rules of the house and override a governor’s veto. Most political observers believe that the Democrats will retain the super majority after the November 2024 election.

**Environmental Impact**

None

**Strategic Plan Objective(s)**

3.3 – Be accountable and transparent with major decisions

3.5 – Advocate legislation and initiatives that further TVMWD’s mission and vision

**Attachment(s)**

Exhibit A – 2024 Legislative Calendar

**Meeting History**

None

NA/KH

**Arnold and Associates, Inc.**

Legislative Advocates and Consultants

**2024 Legislative Calendar**

Jan. 1	Statutes take effect.
<b>Jan. 3</b>	<b><u>Legislature reconvenes.</u></b>
Jan. 10	Budget must be submitted by Governor.
Jan. 12	Last day for policy committees to hear and report to fiscal committee fiscal bills introduced in their house in the odd-numbered year.
Jan. 19	Last day for any committee to hear and report to the floor bills introduced in that house in the odd-numbered year.
<b>Jan. 19</b>	<b>Last day to submit bill requests to the Office of Legislative Counsel.</b>
Jan. 31	Last day for each house to pass bills introduced in that house in the odd-numbered year.
<b>Feb. 16</b>	<b>Last day for bills to be introduced.</b>
March 21	Spring Recess begins upon adjournment of session.
April 1	Legislature reconvenes from Spring Recess.
April 26	Last day for policy committees to hear and report to fiscal committees fiscal bills introduced in their house.
May 3	Last day for policy committees to hear and report to the floor nonfiscal bills introduced in their house.
May 10	Last day for policy committees to meet prior to May 28 <sup>th</sup> .
May 17	Last day for fiscal committees to hear and report to the Floor bills introduced in their house.
May 17	Last day for fiscal committees to meet prior to May 28 <sup>th</sup> .
<b>May 24</b>	<b>Last day for each house to pass bills introduced in that house.</b>
June 15	Budget Bill must be passed by midnight.
June 27	Last day for a legislative measure to qualify for the Nov. 5 General Election.
July 3	Last day for policy committees to meet and report bills.
July 3	Summer Recess begins upon adjournment, provided Budget Bill has been passed.
Aug. 5	Legislature reconvenes from Summer Recess.
Aug. 16	Last day for fiscal committees to meet and report.
Aug 19 – Aug 31	Floor Session Only. No committee, other than conference and Rules committees, may meet for any purpose.
Aug. 23	Last day to amend bills on the Floor.
<b>Aug. 31</b>	<b><u>Last day for each house to pass bills.</u></b>
<b>Sept 30</b>	<b>Last day for Governor to sign or veto bills passed by Legislature on or before Sept. 1<sup>st</sup></b>