



Legal and Claims Committee

Amend the Metropolitan Administrative Code – Annual Cleanup

Item 7-1

March 10, 2026

Presented by: Marianne Greene

Item # 7-1

Amend the Administrative Code

Subject

Amend the Metropolitan Administrative Code to conform to current policy, law, and practice, and to make other minor, non-substantive changes; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA

Purpose

Annual cleanup of the Administrative Code

Item # 7-1

Conform to
Current Policy,
Law, and
Practice

Recommendation

Approve amendments to the MWD Administrative Code to conform to current policy, law, and practice, and to make other minor, non-substantive changes

Fiscal Impact: None

Budgeted: N/A

Presentation Length: 10 minutes

Sections 2120 and 2122

Consent Calendar

- Amends Section 2120 to clarify that the purpose of the Consent Calendar is to expedite consideration of certain matters
- Amends Section 2122 to delete the requirement to remove an item from consent if the reviewing committee does not adopt (or makes adoption contingent on changes to) the staff recommendation
- In accord with current practice, any director may pull any item off consent for any reason

Proxy Votes

Section 2601

Adds Section 2601 to implement the new MWD Act Section 52 requirement for filing a written, signed proxy vote authorization with the Board Executive Secretary

Section 2700

General Manager's Annual Reports

- Amends Section 2700(c) to update reporting by the GM from FAAME to CWC on the status of the EEO policy and affirmative action program
- As a federal contractor, Metropolitan has certain affirmative action program obligations under federal law

Water Use Efficiency Guidelines

Section 3107

Amends Annexation Section 3107(b) to change “raw water” references to “untreated water” to align with this change throughout the Code

Water Service Policies

Water Service Definitions

Section 4100

- Repeals Sections 4114, 4120 and 4124 to remove references no longer applicable
- Amends Section 4121 to update the definition of “Supply Rates”
- Adds Section 4126 (b) to define “Treatment Fixed Charges”

Water Service Policies (cont'd)

Water Transaction Revenues

Section 4304

- Amends Section 4304(a)(2) to delete obsolete Water Stewardship Rate
- Amends Section 4304(b) to add “Treatment Fixed Charges” to the annual set of recommendations the GM makes to FAAME

Water Service Policies (cont'd)

Classification and Rates

Sections 4404 and 4405

- Repeals Section 4404 to remove obsolete references to Purchase Orders
- Adds Section 4405 to add “Treatment Fixed Charges” to District rates

Financial Matters

Financial Policies

Sections 5200 and 5202

- Deletes Section 5200(i) and Section 5202(c), (d), and (e) to remove obsolete Water Treatment Surcharge Stabilization Fund references
- Adds Section 5200(r) and amends Section 5200(a) and (e) to add financial policies adopted by the Board July 8, 2025

Section 6500

Unrepresented Salary Schedule

- Increases the pay grade for the Board Executive Secretary
- Based on GM review of job duties and responsibilities
- Grade increased from 72 to 74

Other Non-Substantive Changes

Sections 2146, 2416, 2431, 2441, 2701, 2710, 2750

Other Minor Amendments

- Corrects citations to records preservation and contract appeals of protest denials
- Corrects various references to FAAME
- Generalizes a section title to clarify the content refers to “Directors”
- Capitalizes “Memorandum of Understanding”

Board Options

Option #1

Amend the Metropolitan Administrative Code to conform to current policy, law, and practice, and to make other minor, non-substantive changes

Option #2

Do not amend the Metropolitan Administrative Code to conform to current policy, law, and practice, and to make other minor, non-substantive changes

Staff
Recommendation

Option #1

Amend the Metropolitan Administrative Code to conform to current policy, law, and practice, and to make other minor, non-substantive changes

