

ORDINANCE NO. 2017-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN DIEGO COUNTY WATER AUTHORITY SETTING RATES AND CHARGES FOR THE DELIVERY AND SUPPLY OF WATER, USE OF FACILITIES, AND PROVISION OF SERVICES

WHEREAS, Subdivision (11) of Section 5 of the County Water Authority Act provides, in part that, the Authority's Board of Directors, "as far as practicable, shall provide each of its member agencies with adequate supplies of water to meet their expanding and increasing needs;" and

WHEREAS, Subdivision (13) of Section 5 of the County Water Authority Act provides that the Authority may: "Fix, revise, and collect rates or other charges for the delivery of water, use of any facilities or property, or provision of services. In fixing rates, the Board may establish reasonable classifications among different classes and conditions of service, but rates shall be the same for similar classes and conditions of service"; and

WHEREAS, Subdivision (j) of Section 7 of the County Water Authority Act provides in part, that the Authority's Board of Directors, "as far as practicable, shall fix such rate or rates for water as will result in revenues which will pay the operating expenses of the Authority, provide for required maintenance, and provide for the payment of the interest and principal of the bonded debt;" and

WHEREAS, the Long-Range Financing Plan adopted by the Board of Directors contemplates the establishment of sufficient rates and charges, when considered along with taxes and other revenues of the Authority, to provide revenues for accomplishment of the Authority's purposes and programs as determined by the Board of Directors; and

WHEREAS, pursuant to the County Water Authority Act, the Board of Directors has adopted ordinances and resolutions levying and fixing property taxes, water standby availability charges and other rates and charges for delivery and supply of water, use of facilities and provision of other services by the Authority, including, without limitation, a System Capacity Charge, water Treatment Capacity Charge, an Infrastructure Access Charge, a Readiness-to-Serve Charge and water rates and charges; and

WHEREAS, the Board of Directors, upon recommendation of the Rate Study Subcommittee and the Fiscal Policy Committee, enacted Ordinance 2002-03, "An Ordinance of the Board of Directors of the San Diego County Water Authority Setting Rates and Charges for the Delivery and Supply of Water, Use of Facilities and Provision of Services", which established a new structure for water rates and charges; and

WHEREAS, the rate structure is incorporated into the Water Authority's Administrative Code as section 5.00.050 of chapter 5.00; and

WHEREAS, the Board of Directors, on June 23, 2016, adopted Ordinance No. 2016-02 setting rates and charges currently in effect; and

WHEREAS, since 2002, the Water Authority board of directors has regularly reviewed its budget, fiscal policies, revenue requirements, cost allocations, rates, and charges, and has adopted

ordinances and resolutions establishing appropriate rates and charges for delivery and supply of water, use of facilities, and provision of services; and

WHEREAS, the adoption of this ordinance is exempt from CEQA as provided by statute under Public Resources Code §21080(b)(8) because it involves the establishment of water rates, tolls, fares, or other charges for the purpose of meeting operating expenses, including employee wages and benefits; purchasing or leasing supplies, equipment, or materials; meeting financial reserve needs and requirements; or obtaining funds for capital projects within existing service areas. The General Manager is, therefore, authorized to file a Notice of Exemption pursuant to Public Resources Code §21152(b) and §15061(d) of the State CEQA Guidelines (Title 14, Chapter 3, California Code of Regulations).

WHEREAS, the Finance Department has presented reports dated May 17, 2017 and June 14, 2017 to the Administrative and Finance Committee (the "Reports") along with a Cost of Service Rate Study Report dated May 2017 by Carollo Engineers (the "Study") describing the proposed rates and charges to be collected from the member agencies; and

WHEREAS, as detailed in the May 17, 2017 Report;

"The current annexation fee structure includes two components; the Administrative Fee and the Annexation Fee. The Administrative Fee, which was last adjusted in 1983, is a flat \$3,000 charge per annexation application intended to recover the Water Authority's administrative costs associated with processing an annexation. The Annexation Fee is currently \$2,929/Acre of land annexed and recovers the cost of the existing system capacity. System and Treatment Capacity charges for meters that serve the annexed land receive a credit for any Annexation Fee paid. To streamline the administration of the annexation process and reduce member agency administrative activities, the Annexation Fee will be discontinued and the Administrative Fee replaced by the Annexation Application Fee. While the former Administrative Fee will increase from the \$3,000 set in 1983 to an updated \$10,340 Annexation Application Fee. Under the new system, persons seeking annexation do not pay an Annexation Fee (\$2,929/per acre) as they would have under the prior system. In the past, the Annexation Fee generally resulted in a majority of fees being collected at the time the annexation was approved. Now, the cost of the Water Authority's existing system capacity will only be recovered via the System and Treatment Capacity Charges when meter charges are imposed."

WHEREAS, on June 22, 2017 a duly noticed public hearing was held by the Administrative and Finance Committee which thereafter recommended the adjustments to the Water Authority's rates and charges as set forth in this ordinance; and

WHEREAS, the Board has considered the recommendations of the Administrative and Finance Committee and is fully informed; and

WHEREAS, the Board of Directors has considered its budget, fiscal policies, and prior rate setting actions, the information contained in the Report and the Study, the testimony and other evidence presented during the public hearing, and the recommendations of the Administrative and Finance Committee; and

WHEREAS, the Board of Directors hereby makes the following legislative findings and determinations:

1. The foregoing recitals are true and correct;
2. The rates and charges as proposed and recommended in the Reports are exempt from the requirements of the California Environmental Quality Act pursuant to Public Resources Code Section 21080(b)(8);
3. Any and all protests, if any, to the rates and charges as proposed and recommended in the Reports are overruled;
4. The Reports and Study are approved;
5. The rates and charges as proposed and recommended in the Report and Study are reasonably expected to generate revenues that meet, but do not exceed, the Authority's revenue requirements to fund its capital, operation, maintenance, and other costs, and the allocation of those costs to the member agencies and others through the rates and charges are reasonable, fair, and proper.

NOW, THEREFORE, the Board of Directors of the San Diego County Water Authority does ordain as follows:

1. The Authority's revenues from taxes, water rates and charges consists of: ad valorem property taxes, including payments of member agencies in lieu of taxes; a standby availability charge levied pursuant to Section 5.2 of the County Water Authority Act, including payments of such charges pursuant to Section 5.3 of the County Water Authority Act; an infrastructure access charge levied pursuant to Section 5.00.050 (c) of the Administrative Code; a System Capacity Charge and a water Treatment Capacity Charge levied pursuant to Section 5.9 of the County Water Authority Act and Ordinance No. 2014-03; and water rates and charges having the following components as described in this ordinance: Customer Service, Storage, Transportation, Treatment and Supply.

2. Ad valorem taxes, the standby availability charge and the system and water treatment capacity charges are not affected by this ordinance. All other water rates and charges shall continue to be paid pursuant to existing authority until increased or adjusted as provided in this ordinance.

3. Commencing January 1, 2018, the amount of the Infrastructure Access Charge to be paid monthly by each member agency of the Authority, shall be \$3.01 per equivalent meter within the territory of the member agency and determined according to Table 1 below.

Table 1 - Infrastructure Access Charge Allocation				
Member Agency	IAC Equivalent Meters (ME) as of 12/31/16¹	Monthly Rate (\$/ME)	CY18 Annual Charge	Monthly Charge
Carlsbad M.W.D.	35,896	\$ 3.01	\$ 1,296,564	\$ 108,047
Del Mar, City of	2,491	3.01	89,976	7,498
Escondido, City of	35,019	3.01	1,264,884	105,407
Fallbrook P.U.D.	12,349	3.01	446,040	37,170
Helix W.D.	65,028	3.01	2,348,808	195,734
Lakeside W.D.	8,049	3.01	290,724	24,227
Oceanside, City of	57,291	3.01	2,069,352	172,446
Olivenhain M.W.D.	28,046	3.01	1,013,016	84,418
Otay W.D.	58,820	3.01	2,124,576	177,048
Padre Dam M.W.D.	26,405	3.01	953,748	79,479
Pendleton Military Reservation	-	3.01	-	-
Poway, City of	16,630	3.01	600,672	50,056
Rainbow M.W.D.	14,108	3.01	509,580	42,465
Ramona M.W.D.	10,245	3.01	370,044	30,837
Rincon Del Diablo M.W.D.	9,733	3.01	351,552	29,296
San Diego, City of	391,660	3.01	14,146,764	1,178,897
San Dieguito W.D.	15,143	3.01	546,960	45,580
Santa Fe I.D.	10,442	3.01	377,160	31,430
Sweetwater Authority	43,076	3.01	1,555,908	129,659
Vallecitos W.D.	26,628	3.01	961,800	80,150
Valley Center M.W.D.	14,750	3.01	532,776	44,398
Vista I.D.	35,510	3.01	1,282,620	106,885
Yuima M.W.D.	512	3.01	18,492	1,541
Totals	917,831		\$33,152,016	\$2,762,668

¹Equivalent meters rounded to nearest whole meter; annual and monthly charges rounded to nearest dollar.

4. Effective January 1, 2018, the Customer Service Charge is fixed at \$26,400,000. Commencing January 1, 2018 the amount of the monthly Customer Service Charge to be paid by each member agency shall be determined according to Table 2 below.

Table 2 - Customer Service Charge Allocation			
Member Agency	3-Year Average Deliveries (AF)¹	CY18 Annual Charge	Monthly Charge
Carlsbad M.W.D.	15,916	\$ 887,701	\$ 73,975
Del Mar, City of	982	54,770	4,564
Escondido, City of	20,648	1,151,624	95,969
Fallbrook P.U.D.	11,614	647,760	53,980
Helix W.D.	30,295	1,689,676	140,806
Lakeside W.D.	2,998	167,211	13,934
Oceanside, City of	22,509	1,255,419	104,618
Olivenhain M.W.D.	19,216	1,071,755	89,313
Otay W.D.	29,736	1,658,499	138,208
Padre Dam M.W.D.	10,363	577,987	48,166
Pendleton Military Reservation	53	2,956	246
Poway, City of	10,820	603,476	50,290
Rainbow M.W.D.	20,126	1,122,509	93,542
Ramona M.W.D.	6,008	335,091	27,924
Rincon Del Diablo M.W.D.	5,833	325,330	27,111
San Diego, City of	177,996	9,927,566	827,298
San Dieguito W.D.	5,062	282,328	23,527
Santa Fe I.D.	8,926	497,840	41,487
Sweetwater Authority	13,217	737,166	61,431
Vallecitos W.D.	15,393	858,531	71,544
Valley Center M.W.D.	24,954	1,391,787	115,982
Vista I.D.	16,295	908,839	75,737
Yuima M.W.D.	4,210	234,809	19,567
<u>Contract Water</u>	<u>168</u>	<u>9,370</u>	<u>781</u>
Totals	473,338	\$ 26,400,000	\$ 2,200,000

¹Three-year rolling average of M&I, SAWR and agricultural MWD deliveries (excludes wheeled water) based on FY14-FY16 period. Rounded to nearest acre-foot. Annual and monthly charges are rounded to nearest dollar.

5. Effective January 1, 2018, the Storage Charge is fixed at \$65,000,000. Commencing January 1, 2018 the amount of the monthly Storage Charge to be paid by each member agency shall be determined according to Table 3 below.

Table 3 - Storage Charge Allocation			
Member Agency	3-Year Average Deliveries (AF)¹	CY18 Annual Charge	Monthly Charge
Carlsbad M.W.D.	15,916	\$ 2,390,397	\$ 199,200
Del Mar, City of	982	147,485	12,290
Escondido, City of	17,971	2,699,034	224,920
Fallbrook P.U.D.	7,719	1,159,304	96,609
Helix W.D.	30,295	4,549,955	379,163
Lakeside W.D.	2,998	450,265	37,522
Oceanside, City of	22,082	3,316,458	276,372
Olivenhain M.W.D.	19,103	2,869,047	239,087
Otay W.D.	29,736	4,466,000	372,167
Padre Dam M.W.D.	10,030	1,506,389	125,532
Pendleton Military Reservation	53	7,960	663
Poway, City of	10,781	1,619,180	134,932
Rainbow M.W.D.	10,425	1,565,713	130,476
Ramona M.W.D.	4,752	713,695	59,475
Rincon Del Diablo M.W.D.	5,721	859,227	71,602
San Diego, City of	177,872	26,714,297	2,226,190
San Dieguito W.D.	5,062	760,253	63,354
Santa Fe I.D.	8,926	1,340,581	111,715
Sweetwater Authority	13,217	1,985,039	165,420
Vallecitos W.D.	14,303	2,148,143	179,012
Valley Center M.W.D.	8,035	1,206,763	100,564
Vista I.D.	16,220	2,436,054	203,005
Yuima M.W.D.	591	88,761	7,397
Totals	432,790	\$ 65,000,000	\$ 5,416,667

¹Three-year rolling average of firm, non-agricultural MWD deliveries based on FY14-FY16 period. Rounded to the nearest acre-foot. Annual and monthly charges are rounded to nearest dollar.

6. Effective January 1, 2018, the Supply Reliability Charge is fixed at \$28,600,000. Commencing January 1, 2018 the amount of the monthly Supply Reliability Charge to be paid by each member agency shall be determined according to Table 4 below.

Table 4 - Supply Reliability Charge			
Member Agency	5-Year Average Deliveries (AF)¹	CY18 Annual Charge	Monthly Charge
Carlsbad M.W.D.	16,220	\$ 1,083,500	\$ 90,292
Del Mar, City of	1,035	69,138	5,762
Escondido, City of	17,563	1,173,213	97,768
Fallbrook P.U.D.	7,730	516,366	43,031
Helix W.D.	28,688	1,916,366	159,697
Lakeside W.D.	3,207	214,228	17,852
Oceanside, City of	22,659	1,513,627	126,136
Olivenhain M.W.D.	19,453	1,299,466	108,289
Otay W.D.	30,327	2,025,852	168,821
Padre Dam M.W.D.	10,470	699,399	58,283
Pendleton Military Reservation	52	3,474	290
Poway, City of	11,063	739,011	61,584
Rainbow M.W.D.	11,063	739,011	61,584
Ramona M.W.D.	4,865	324,983	27,082
Rincon Del Diablo M.W.D.	5,878	392,652	32,721
San Diego, City of	176,768	11,808,151	984,011
San Dieguito W.D.	4,049	270,474	22,540
Santa Fe I.D.	7,669	512,291	42,691
Sweetwater Authority	9,579	639,880	53,323
Vallecitos W.D.	14,880	993,988	82,832
Valley Center M.W.D.	8,482	566,600	47,217
Vista I.D.	15,658	1,045,959	87,163
Yuima M.W.D.	435	29,058	2,422
<u>Contract Water - South Coast</u>	<u>349</u>	<u>23,313</u>	<u>1,943</u>
Totals	428,142	\$ 28,600,000	\$ 2,383,334

¹Five-year rolling average of firm, non-agricultural MWD deliveries based on FY12-FY16 period. Rounded to the nearest acre-foot. Annual and monthly charges are rounded to nearest dollar.

7. Effective January 1, 2018, the Transportation Rate is fixed at \$115 per acre-foot of water delivered by the Authority through Authority facilities. Member agencies shall pay the Transportation Rate for deliveries of Water Authority supplies in accordance with the procedures and processes of the Administrative Code relating to billing and payment of the Municipal and Industrial Water Rate. Payment of the Transportation Rate in connection with the wheeling of third-party water (non-Water Authority supplies) will be determined by an agreement approved by the Board of Directors. Wheeling of third-party water is also subject to a separate administration fee as stated in the agreement.

8. Effective January 1, 2018, the Melded Treatment Rate is fixed at \$300 per acre-foot.

9. (a) Each member agency shall reimburse the Authority on a per-acre foot of water delivered basis, except as otherwise provided in subdivisions (b) and (c), for rates, fees and charges of the Metropolitan Water District of Southern California, the Imperial Irrigation District, or other sources of supply that may become available to the Authority (collectively the Supply Charges). It is the intent of the Authority to charge the melded rate for supply representing the cost of water to the Authority for the appropriate class of service. Effective January 1, 2018, the Melded Untreated Supply Rate (Melded Supply Rate) is \$894 per acre-foot to reflect the cost of the supply of untreated municipal and industrial water to the Water Authority.

(b) Effective January 1, 2018 as part of the Supply Charges, each member agency shall pay to the Authority a MWD Capacity Charge determined according to the method set forth in Table 5 below.

Member Agency	Coincident Peak Week Deliveries (AF) ¹					5-year average share ²	CY2018 Charge
	7/2/2012	9/3/2013	5/19/2014	6/23/2015	7/25/2016		
Carlsbad M.W.D.	451.6	361.0	569.2	337.8	316.1	3.3503%	\$ 331,757
Del Mar, City of	32.2	13.4	17.2	20.4	27.7	0.1825%	18,069
Escondido, City of	532.3	557.2	641.8	400.6	381.2	4.1360%	409,560
Fallbrook P.U.D.	226.9	338.6	585.0	278.3	299.7	2.8447%	281,694
Helix W.D.	851.4	893.4	946.4	665.7	540.5	6.4141%	635,148
Lakeside W.D.	88.4	95.1	178.7	96.1	114.7	0.9431%	93,386
Oceanside, City of	608.5	621.6	642.5	521.2	544.7	4.8361%	478,883
Olivenhain M.W.D.	604.2	565.6	600.4	378.6	463.7	4.2995%	425,746
Otay W.D.	1,088.4	1,078.1	987.8	705.6	796.8	7.6637%	758,886
Padre Dam M.W.D.	454.8	482.0	382.3	277.3	281.7	3.0909%	306,071
Pendleton M.R.	0.7	1.1	1.7	1.3	2.2	0.0115%	1,141
Poway, City of	287.0	353.1	331.0	204.6	243.7	2.3359%	231,313
Rainbow M.W.D.	708.1	613.1	735.3	445.7	640.9	5.1727%	512,219
Ramona M.W.D.	204.7	147.1	194.7	95.4	162.0	1.3230%	131,010
Rincon Del Diablo M.W.D.	170.0	172.9	178.5	115.3	136.6	1.2726%	126,018
San Diego, City of	4,673.9	4,056.7	3,836.5	3,503.4	4,365.8	33.6330%	3,330,455
San Dieguito W.D.	32.1	146.8	178.3	125.9	128.6	1.0067%	99,682
Santa Fe I.D.	136.1	314.5	352.2	196.6	270.6	2.0901%	206,969
Sweetwater Authority	-	-	378.4	276.4	313.6	1.5937%	157,811
Vallecitos W.D.	419.5	461.7	472.8	309.3	298.8	3.2291%	319,760
Valley Center M.W.D.	791.4	914.1	871.3	540.6	697.3	6.2780%	621,665
Vista I.D.	348.8	450.7	537.8	271.1	336.8	3.2014%	317,013
Yuima M.W.D.	47.5	144.1	149.6	135.2	186.8	1.0915%	108,084
Totals¹	12,758.5	12,781.9	13,769.6	9,902.6	11,550.5	100.000%	\$ 9,902,340

¹ Charge is allocated based on five-year rolling average of member agency deliveries during regional peak weeks. Annual charges and totals may not foot due to rounding.

² Percentages shown are rounded. Totals may not foot.

(c) Effective July 1, 2017 as part of the Supply Charges, each member agency shall pay a MWD Readiness-to-Serve Charge determined according to Table 6 below.

Table 6 - Readiness-to-Serve Charge Allocation

Member Agency	10-Year Average Deliveries (AF) ¹	FY18 RTS Charge ²	Net Stand-By Charge Credits ³	FY18 RTS Net Charge	Monthly Charge
Carlsbad M.W.D.	17,507	\$ 1,063,028	\$ (392,057)	\$ 670,971	\$ 55,914
Del Mar, City of	1,127	68,432	(24,793)	43,639	3,637
Escondido, City of	19,443	1,180,582	(227,408)	953,174	79,431
Fallbrook P.U.D.	10,576	642,177	(284,979)	357,198	29,767
Helix W.D.	30,770	1,868,360	(778,097)	1,090,263	90,855
Lakeside W.D. ⁴	3,546	215,314	(164,806)	50,508	4,209
Oceanside, City of	25,204	1,530,391	(665,866)	864,525	72,044
Olivenhain M.W.D.	20,663	1,254,661	(396,021)	858,640	71,553
Otay W.D.	32,739	1,987,918	(938,826)	1,049,092	87,424
Padre Dam M.W.D. ⁴	12,004	728,885	(529,068)	199,817	16,651
Pendleton Military Reservation	61	3,704	(36)	3,668	306
Poway, City of	12,016	729,614	(283,194)	446,420	37,202
Rainbow M.W.D.	16,760	1,017,670	(521,960)	495,710	41,309
Ramona M.W.D.	6,053	367,539	(402,913)	(35,374)	(2,948)
Rincon Del Diablo M.W.D.	6,386	387,759	(309,941)	77,818	6,485
San Diego, City of	187,022	11,356,010	(4,391,390)	6,964,619	580,385
San Dieguito W.D.	3,827	232,376	(166,411)	65,965	5,497
Santa Fe I.D.	7,634	463,538	(151,850)	311,688	25,974
Sweetwater Authority	10,499	637,501	(428,128)	209,373	17,448
Vallecitos W.D.	16,504	1,002,126	(436,184)	565,942	47,162
Valley Center M.W.D.	18,769	1,139,657	(663,757)	475,900	39,658
Vista I.D.	15,886	964,601	(412,733)	551,868	45,989
Yuima M.W.D.	1,331	80,819	(94,508)	(13,689)	(1,141)
Contract Water	561	34,064	59	34,123	2,844
Totals	476,888	\$ 28,956,726	\$ (12,664,867)	\$ 16,291,858	\$ 1,357,655

¹10-year rolling average of firm MWD deliveries based on FY07-FY16 period and rounded to nearest acre-foot. Annual and monthly charges are rounded to nearest dollar.

²Effective date is July 1, 2017.

³Net of \$12,715,329 in stand-by charge credits and \$50,462 in MWD administrative fees.

⁴Lakeside W.D. is allocated 23.83% of Padre Dam M.W.D.'s deliveries prior to January 2008. Lakeside W.D.'s deliveries after January 2008 are being metered separately from Padre Dam M.W.D.'s deliveries. Lakeside W.D. is allocated 23.87% of Padre Dam's M.W.D.'s stand-by charge credits based upon parcel count.

(d) This section shall be administered in accordance with the Report approved by this ordinance.

10. The Transitional Special Agricultural Water Rate Program was extended until December 31, 2020. The untreated TSAWR will be set to MWD's Tier 1 rate and increase to \$695/AF on January 1, 2018. The treated TSAWR will increase to \$995/AF on January 1, 2018.

11. Effective July 1, 2018, the Annexation Application Fee which replaces the Annexation Administrative / Processing Fee will be set at \$10,340 per application. The Annexation Fee, currently set at \$2,929/per acre will be discontinued.

12. For the purposes of this ordinance, including the tables, the City of National City and the South Bay Irrigation District are collectively referred to as Sweetwater Authority. Any reference in this ordinance to Sweetwater Authority as a member agency shall be construed as a reference to the City of National City and the South Bay Irrigation District.

13. This ordinance shall be effective upon adoption. In lieu of publication of the text of this ordinance, the Clerk of the Board may publish a summary prepared by the General Counsel.

14. The provisions of this ordinance shall prevail over any provisions of the Administrative Code relating to rates and charges to the extent of any conflict. All existing rates and charges shall continue in effect until adjusted as provided in this ordinance.

15. To the greatest extent possible the provisions of this ordinance shall be construed to be compatible with the provisions of Section 8.2 (e) of the Agreement Between the San Diego County Water Authority and the City of San Diego for the Emergency Storage Project (Joint Use of Lake Hodges Dam and Reservoir and of Section 8.2 (e) of the Agreement Between the San Diego County Water Authority and the City of San Diego for the Emergency Storage Project (Expansion of San Vicente Reservoir; however, the contract provisions shall control in the event of a conflict).

16. For the purposes of Section 6 of this ordinance, water delivered by the Authority through the following turnouts is deemed not to be "water delivered by the Authority through Authority facilities" – DeLuz 1, Fallbrook 3, Fallbrook 6, Rainbow 1, Rainbow 8, Rainbow 9 and Rainbow 10.

PASSED, APPROVED AND ADOPTED, this 22nd day of June, 2017 by the following vote:

AYES: Unless noted below all Directors voted aye.

NOES: None

ABSTAIN: None

ABSENT: Ayala, Boyle, Brady, Lewinger (P), Morrison, Muir, Tu, and Watkins.



Jim Madaffer, Vice Chair

ATTEST:



Gary Croucher, Secretary

I, Melinda Cogle, Clerk of the Board of the San Diego County Water Authority, certify that the vote shown above is correct and this Ordinance 2017- 01 was duly adopted at the meeting of the Board of Directors on the date stated above.



Melinda Cogle
Clerk of the Board