

**MINUTES  
PROJECT / PLANNING / DEVELOPMENT COMMITTEE  
THREE VALLEYS MUNICIPAL WATER DISTRICT**

**Wednesday, February 3, 2010  
9:30 a.m.**

**1. Call to Order / Roll Call**

The Project / Planning / Development (PPD) Committee of the Three Valleys Municipal Water District was called to order at 9:35 a.m. by Chairman Bowcock at the District Office located at 1021 East Miramar Avenue, Claremont. A quorum of the committee was present.

<b>Committee</b>	Brian Bowcock, Chairman Dan Horan Luis Juarez (arrived 9:50 a.m.)
<b>Staff Present</b>	Ray Evangelista, Engineer Mario Garcia, Project Engineer Vicki Hahn, Executive Assistant Rick Hansen, General Manager Jim Johns, Water Operations Manager James Linthicum, Chief Finance Officer Mike Sovich, Assistant General Manager, Engineering & Operations
<b>Others Present</b>	Bob Bowcock, Integrated Resource Management Erik Hitchman, Walnut Valley Water District Nichole Horton, City of Pomona Ben Lewis, Golden State Water Company Kyle Snay, Golden State Water Company

**2. Additions to Agenda**

A copy of the January Miramar Operations report was distributed. The committee packet referenced and included the December report. A notation was also made to update the committee members to remove Joe Ruzicka from the roster and to replace him with Luis Juarez.

### 3. Reorder of Agenda

There were not any requests to reorder the published agenda.

### 4. Public Comment

Chairman Bowcock opened the meeting to receive public comments on agenda items in areas of concern relative to the Project Planning & Development (PPD) Committee. There were not any comments from members of the public.

### 5. Unofficial Minutes from December 9, 2009 PPD Committee Meeting [2]

The committee approved receiving and filing the unofficial minutes from the December 9, 2009 PPD Committee meeting as written.

### 6. Miramar Operations Report – December 2009 & January 2010 [2]

#### December 2009 Highlights

- Water quality remains very good
- Monthly production was 1,178.4 acre-feet
- There was a slight unaccounted water gain of 1.7 acre-feet
- 64.3 acre-feet was produced from Miramar Well #1; year-to-date produced was 402 acre feet
- Water sales were primarily to PWR-Joint Water Line (JWL); lesser amounts to City of La Verne and Golden State Water Company
- Hydro generation continues to produce greater than what was budgeted for 2009-10
- Billing meters were tested to standards. This occurs every six months; every three months for the JWL meter.

#### January 2010 Highlights

- Water quality remains very good
- There was a slight unaccounted water loss of 8.3 acre-feet
- 53.4 acre-feet was produced from Miramar Well #1; year-to-date produced was 456 acre-feet
- Water sales were primarily to PWR-Joint Water Line (JWL); lesser amounts to City of La Verne and Golden State Water Company
- Hydro generation continues to produce greater than what was budgeted for 2009-10
- HVAC unit was replaced in the lab
- ACWA-JPIA performed safety inspection; no deficiencies were identified

Director Horan inquired why we continue to track deliveries through the west gate. The issue is related to a prior complaint from a neighbor on Padua. The frequency remains well below the self-imposed threshold.

Staff reported that the plant is experiencing low demand flows and we are unable to run the Miramar Well #1 24/7.

Staff reported that beginning at midnight on February 7, 2010 the Miramar plant will be shut down for nine days. This coincides with the Rialto Feeder shutdown. Staff has scheduled a Special Member Agency meeting for the afternoon of February 3, 2010 to discuss issues associated with the shutdown.

## **7. Miramar Tracer Study [1]**

Staff provided background regarding the request to complete an updated Tracer Study at Miramar. The last study was completed in 2000. Purpose of study will be to evaluate contact time (CT) and how the plant utilizes primary disinfectants. The study is not required at this time by CA-Department of Public Health (CDPH); however it is a proactive approach. It is anticipated that if CDPH were to conduct annual inspections, the study would be required. Once the study is completed it will be submitted to CDPH for their approval and amendment to the Miramar Plant operating permit. It is anticipated that the results of the Tracer Study will result in a positive impact on the District's filter loading rate which allows better efficiency and will result in greater sales volume at a lower cost.

An inquiry was made regarding the length of time required to make up the cost for the Tracer Study. Staff responded that this is not measurable from a time perspective, but that if the loading rate is increased, costs will be made up very quickly in improved sales. Lower CT values may also result in lower chlorine/ammonia usage, but that could not be calculated until after the study.

Ms. Horton, City of Pomona inquired whether Malcom Pirnie, consultant for the study, will be using a hydraulic model to verify results. Staff will verify and respond back to Pomona.

The committee approved sending the request for the Miramar Tracer Study to the full board for their approval at their next regular meeting on February 17, 2010.

## **8. Draft FY 2010-11 Budget Items and Issues [2]**

Staff reviewed the draft budget and advised on a new category established, *Asset Repair and Replacement*. This is in addition to the Capital Improvement Plan and Planning & Resources categories. PPD protocols with member agencies regarding any new capital improvement projects will be handled on a case-by-case basis.

Staff reviewed the Planning & Resources budget being submitted for FY 2010-11.

The committee was advised that this was for information only and will be considered on a parallel track with the Finance-Personnel Committee.

Chairman Bowcock inquired about the budget line items regarding grant applications, urban water management plan, GIS and other miscellaneous enhancements to operations and whether these projects are budgeted to be handled internally or externally. Staff reported that these Planning and Resource line items represent external third party funding costs only.

Staff reviewed the Asset Repair & Replacement budget being submitted for FY 2010-11.

Chairman Bowcock questioned the budget amount of \$800,000 for two manways and pipeline section repairs. Staff reported that this line item also includes replacement of 8-10 joints of the pipeline.

Discussion continued regarding Capital Improvement Projects, e.g., what projects, how they are funded, who benefits, who participates, what are impacts on rates and charges, and how they will be handled by the PPD Committee. Capital Improvement Projects will be vetted with Member Agencies, brought to the PPD Committee and Finance Committee before finally being forwarded to the full board for their approval.

Director Juarez inquired whether member agencies have been part of the budget process. Staff reported that the draft budget will be introduced at the Member Agency meeting held on February 9, 2010. Feedback will be brought to the PPD and Finance Committees during their March meetings.

## **9. Miramar Project Updates [2]**

### **A. Miramar Landscape Project**

All infrastructure work is completed and planting is scheduled to begin in two weeks. As per the specification, plants will be monitored by the contractor for the first 60 days following planting.

### **B. Miramar Filter Media Issue**

The plant filters continue to lose sand and anthracite during the backwash process. The filters were rebuilt during 2008. Operations staff has been experimenting with adjusting the stop logs and backwash flow rate to manage the filter backwash. Contractor is scheduled to come back and replenish the filter media at two filters and then monitor results at those sites. If this action resolves the issue the remaining six filters will be replenished.

### **C. WFA Treated Water Interconnection**

Staff has received a verbal counter-proposal. Proposal is presently being analyzed and may be brought to the board as a closed session item under contract negotiations at a future meeting.

## **10. Other Projects and Issues Update [2]**

### **A. SGVMWD-CIC Interconnection**

Staff is waiting on final exchange agreement from MWD. Resolution regarding contract language has been resolved with San Gabriel.

### **B. Main San Gabriel Basin Groundwater Recovery Project**

Civiltec is finalizing the feasibility study of a multi-agency groundwater treatment facility at Glendora's Irwindale Plant. The final study should be available in the next few weeks and will be presented to PPD Committee once completed. Copies will be provided to interested parties upon request. Three Valleys' has previously agreed to underwrite the cost of this study (\$97,670) upon completion.

### **C. Pomona Groundwater Recovery Project and Water Resource Issues**

A Request for Proposal scope is being developed by the City of Pomona and we will be hiring a qualified consultant to prepare an Integrated Water Supply Plan (IWSP) for the city.

### **D. Claremont Heights Basins Coordinated Groundwater Management Study**

The Camp Dresser McKee (CDM) report will be available in draft beginning the week of February 8, 2010. All workshop attendees will receive a copy.

### **E. MWD Issues**

The main issues at MWD involve the strategic planning/IRP and the budget/rate setting process. The IRP update is scheduled for completion in April 2010 with additional member agency workshops scheduled. The MWD budget and rates for 2011 are being discussed separately by the Finance-Personnel Committee.

## **11. General Manager's Report/Miscellaneous Correspondence [2]**

General Manager Hansen did not have any additional items to report on.

## **10. Future Agenda Items [2]**

There were not any requests for future agenda items

## 11. Adjournment

Chairman Bowcock adjourned the PPD Committee to its next regular committee scheduled for Wednesday, March 3, 2010 at 8:00 a.m. Note that the time change is permanent. Meetings will continue to be held the first Wednesday of each month.

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/s/ Brian Bowcock  
*Chairman, PPD Committee*  
Three Valleys Municipal Water District

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Recorded by: Victoria A. Hahn  
Executive Assistant