

As a matter of proper business decorum, the Board of Directors respectfully request that all cell phones be turned off or placed on vibrate. To prevent any potential distraction of the proceeding, we request that side conversations be taken outside the meeting room.

AGENDA
REGULAR BOARD MEETING
THREE VALLEYS MUNICIPAL WATER DISTRICT
1021 E. MIRAMAR AVENUE, CLAREMONT, CA 91711

Wednesday, April 3, 2019
8:00 a.m.

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.

Item 1 – Call to Order

Kuhn

Item 2 – Pledge of Allegiance

Kuhn

Item 3 – Roll Call

**Administrative
Assistant**

Item 4 – Additions to Agenda [Government Code Section 54954.2(b)(2)]

Kuhn

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.*

Item 5 – Reorder Agenda

Kuhn

Item 6 – Public Comment (Government Code Section 54954.3)

Kuhn

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 Administrative Assistant.

Item 7 – Presentations

Mr. Jerry Gladbach, Board President of ACWA-JPIA will present the TVMWD Board with the refund check for CY 2018.

Kuhn

Bryan Gruber, Partner with LSL CPAs, will be in attendance to provide the Board a review of the upcoming audit process for FY 2018-19.

Linthicum

Item 8 – Consent Calendar

8.A – Receive, Approve and File Minutes, February 2019 – [enc]

- February 6, 2019 – Regular Board Meeting
- February 20, 2019 – Regular Board Meeting

8.B – Receive, Approve and File Financial Reports and Investment Update, February 2019 – [enc]

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

8.C – Imported Water Sales, February 2019 – [enc]

The Board will review the imported water sales report for February 2019.

8.D – Miramar Operations Report, February 2019 – [enc]

The Board will review the Miramar Operation report for the period ending February 2019.

8.E – FY 19/20 Annual Purchase Orders

Board to approve Annual Purchase Orders for FY 19/20.

8.F – Resolution No. 19-04-846 Tax Sharing Exchange County Sanitation District, Annexation 21-761 [enc]

Approval of this resolution signifies acceptance of the tax sharing exchange by the County Sanitation District

8.G - Resolution No. 19-04-847 Resolution of the Board of Directors of the Three Valleys Municipal Water District Concurring in Nomination to the Executive Committee of The Association of California Water Agencies Joint Powers Insurance Authority.

8.H – Budget Amendment – Hydropneumatic Tank Replacement (Project No. 58460)

Board approval to increase budget for Hydropneumatic Tank Replacement.

8.I – Chino Basin Project Memorandum of Understanding

The Board will consider approval of the Memorandum of Understanding to participate in a collaborative effort to implement \$206.9 million for the Chino Basin Program through the Proposition 1 Water Storage Investment Program. The Board will consider approval of the Memorandum of

Understanding to participate in a collaborative effort to implement \$206.9 million for the Chino Basin Program through the Proposition 1 Water Storage Investment Program.

Items 8.A – 8.I: Board Action Required – Motion No. 19-04-5215

Staff Recommendation: Approve as presented

Item 9 – General Manager’s Report

Litchfield

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

9.A – Legislative Update, April 2019 [enc]

Howie

The Board will be provided a current legislative status update.

9.B – TVMWD Grand Avenue Well Equipping (Project No. 58446)

Peralta

The Board will be presented with an update regarding the Grand Avenue Well Equipping Project pre-bidding process.

9.C – Director Expense Reports, February 2019 [enc]

Kuhn

The Board will consider approval and ratification of the February 2019 director expense reports that include disclosure of per diem requests for meeting attendance, and an itemization of any expenses incurred by TVMWD.

Item 9.C - Board Action Required – Motion No. 19-04-5216

Staff Recommendation: Approve as presented

9.D – Chief Engineer/Resources Officer Job Modification Update [enc]

Linthicum

The Board will consider approval of changes to the organizational chart and salary schedule pertaining to modification and title change to the Chief Engineering/Resources Officer position.

Item 9.D - Board Action Required – Motion No. 19-04-5217

Staff Recommendation: Approve as presented

9.E – FY 2018-19 Project Encumbrances [enc]

Linthicum

The Board will review and consider rolling forward funds to next fiscal year for projects that aren’t expected to be completed by June 30, 2019.

9.F – Salary Schedule effective July 1, 2019 [enc]

Linthicum

The Board will review the salary schedule that is to be effective for July 1, 2019. The FY 2019-20 budget incorporated this schedule in determining salary amounts.

9.G – FY 2019-20 TVMWD Budget Draft 2.0 [enc]

Linthicum

The Board will review updates to the first draft presented last month. The Board will also hear discussion from the Ad-Hoc Committee that met March 19, 2019

9.H – Draft Resolution Adopting Water Rates and Charges for FY 2020 [enc]

Linthicum

The Board will review draft Resolution No. 19-04-DRAFT for FY 2020 Water Rates and Charges.

9.I – FY 2019-20 Water Standby Charge [enc]

The Board will review draft Resolution No. 19-05-DRAFT to initiate FY 2019-20 Water Standby Charge.

Linthicum

9.J – Resignation Notice Incentive Policy [enc]

The Board will review a proposed policy to identify future vacancies as early as possible.

Linthicum

9.K – Chino Basin Supplemental Water Sale

The Board will review a supplemental water purchase to TVMWD requested by the Chino Basin Watermaster to fulfill supplemental water obligations in the Chino Basin.

Litchfield

9.L – Funding Agreement to Participate in the Existing Infrastructure to Create Water Supply and Water Quality Solutions Study

The Board will review a funding agreement to participate in a study commissioned by Las Virgenes Municipal Water District that evaluates use of available wastewater treatment plant capacity for treating urban runoff to generate a new local source of recycled water.

Litchfield

Item 10 – Directors’ / General Manager’s Oral Reports

Litchfield

Directors and the Managers 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.

Item 11– Closed Session

Kuhn

Conference with Legal Counsel – Existing Litigation [Government Code Section 54956.9(d)(1)]

- Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV51010

Item 12 – Future Agenda Items

Kuhn

Item 13 – Adjournment

Kuhn

Item 14 – Next Meeting

Wednesday, April 17, 2019 at 8:00 a.m.

American Disabilities Act Compliance Statement

Government Code Section 54954.2(a)



Any request for disability-related modifications or accommodations (including auxiliary aids or services) sought to participate in the above public meeting should be directed to the TVMWD's Executive Assistant at (909) 621-5568 at least 24 hours prior to meeting.

Agenda items received after posting

Government Code Section 54957.5

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the TVMWD office located at, 1021 East Miramar Avenue, Claremont, CA, 91711. The materials will also be posted on the TVMWD website at www.threevalleys.com.

Three Valleys MWD Board Meeting packets and agendas are available for review on its website at www.threevalleys.com.



March 20, 2019

James Linthicum, CPA
Chief Finance Officer
Three Valleys Municipal Water District
1021 E. Miramar Avenue
Claremont, CA 91711

We are pleased to confirm our understanding of the services we are to provide the Three Valleys Municipal Water District (the District) for the fiscal year ended June 30, 2019. This letter, the attached *Terms and Conditions Addendum* and any other attachments incorporated herein (collectively, "Agreement"), confirms our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide. The engagement between you and our firm will be governed by the terms of the Agreement.

We will audit the financial statements of the business-type activities including the related notes to the financial statements, which collectively comprise the basic financial statements, of the District as of and for the fiscal year ended June 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

FINANCIAL STATEMENT:

- 1) Management's Discussion and Analysis.
- 2) Pension required supplementary schedules
- 3) OPEB required supplementary schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:



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SINGLE AUDIT (if required):

- 1) Schedule of expenditures of federal awards.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

FINANCIAL STATEMENT:

- 1) Introductory Section
- 2) Statistical Section

SINGLE AUDIT (if required):

- 1) Corrective Action Plan (if applicable)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.



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Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to governing board of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, if material on a rotational basis, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.



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Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Client Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award



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agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan on the District's letterhead. The summary schedule of prior audit findings should be available for our review on the first day of our schedule visit for the Single Audit.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards.



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You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

The District may wish to include or incorporate by reference our audit report on the financial statements in a private offering or SEC filing by another party. You agree not to include our audit report or make any reference to our firm without obtaining our prior written consent. Additional services may be



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required prior to providing such consent related to a private or public offering of securities, or inclusion in an SEC filing. Such services will be undertaken as a separate engagement at an additional fee.

Timing of the Engagement

We expect to begin our audit as previously agreed to by management. Bryan S. Gruber is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. To ensure that Lance, Soll, and Lunghard LLP's independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Engagement Administration, Fees, and Other

Our fees for these services are outlined in our contract with you. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.



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Lance, Soll, & Lunghard LLP is a member of PrimeGlobal, a global association of independent accounting firms. No PrimeGlobal member firm is an agent or partner of the association or of any other member firm. No PrimeGlobal member firm has the authority to enter into any legal obligations on behalf of the association or any other member firm. If Lance, Soll, & Lunghard LLP introduces you to another PrimeGlobal member firm, Lance, Soll, & Lunghard LLP specifically denies any liability for any work performed by that firm. You should make your own contractual arrangements with that firm for work that they perform. The fact that you may have been introduced to us by another PrimeGlobal member firm does not make that firm, its partners or its employees responsible for any of our acts or omissions. Lance, Soll, & Lunghard LLP is not the agent or partner of PrimeGlobal or any other member firm, and does not have the authority to enter into legal obligations on behalf of either the association or any other member firm thereof. You agree that Lance, Soll, & Lunghard LLP has the sole liability for any work performed under this engagement and you undertake not to make any claim or bring any proceedings against either PrimeGlobal or any other member of PrimeGlobal in relation to work covered by this engagement.

You agree that any claim arising out of this Agreement shall be commenced within one (1) year of the delivery of the work product to you, regardless of any longer period of time for commencing such claim as may be set by law. A claim is understood to be a demand for money or services, the service of a suit, or the institution of arbitration proceedings against Lance, Soll, & Lunghard LLP.

Government Auditing Standards require audit organizations to provide a copy of their most recent external peer review report and any subsequent review reports during the period of the contract. Our 2016 peer review accompanies this letter.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

If any portion of this Agreement is deemed invalid or unenforceable, said findings shall not operate to invalidate the remainder of the terms set forth in this Agreement.



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We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

A handwritten signature in black ink that reads "Lance, Soll & Luyhard, LLP". The signature is written in a cursive, flowing style.

ACCEPTED:

This letter correctly sets forth the understanding of the Three Valleys Municipal Water District.

Management signature: _____

Title: _____

Date: _____



LSL CPAs LLP's Terms and Conditions Addendum

Overview

This addendum to the engagement letter describes our standard terms and conditions ("Terms and Conditions") related to our provision of services to you. This addendum and the accompanying engagement letter comprise your agreement with us ("Agreement"). If there is any inconsistency between the engagement letter and this *Terms and Conditions Addendum*, the engagement letter will prevail to the extent of the inconsistency.

For the purposes of this *Terms and Conditions Addendum*, any reference to "firm," "we," "us," or "our" is a reference to Lance, Soll, and Lunghard CPAs LLP, and any reference to "you," or "your" is a reference to the party or parties that have engaged us to provide services. References to "Agreement" mean the engagement letter or other written document describing the scope of services, any other attachments incorporated therein, and this *Terms and Conditions Addendum*.

Billing and Payment Terms

We will bill you for our professional fees and out-of-pocket costs in accordance with Contract. Payment is due within 30 days of the date on the billing statement. If payment is not received by the due date, you will be assessed interest charges per month on the unpaid balance.

We reserve the right to suspend or terminate our work for non-payment of fees. If our work is suspended or terminated, you agree that we will not be responsible for your failure to meet governmental and other deadlines, for any penalties or interest that may be assessed against you resulting from your failure to meet such deadlines, and for any other damages (including but not limited to consequential, indirect, lost profits, or punitive damages) incurred as a result of the suspension or termination of our services.

Electronic Data Communication and Storage

In the interest of facilitating our services to you, we may send data over the Internet, or store electronic data via computer software applications hosted remotely on the Internet or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. We may use third party service providers to store or transmit this data, such as providers of tax return preparation software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards. We require our third party vendors to do the same.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us or our third party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third party service providers during this engagement.

Client Portals

To enhance our services to you, we will utilize ShareFile, a collaborative, virtual workspace in a protected, online environment. ShareFile permits real-time collaboration across geographic boundaries and time zones and allows Lance, Soll, and Lunghard CPAs LLP and you to share data, engagement information, knowledge, and deliverables in a protected environment. In order to use ShareFile, you will be required to execute a client portal agreement and agree to be bound by the terms, conditions and limitations of such agreement.

You agree that we have no responsibility for the activities of Sharefile and agree to indemnify and hold us harmless with respect to any and all claims arising from or related to the operation of Sharefile. While Sharefile backs up your files to a third party server, we recommend that you also maintain your own backup files of these records.



LSL CPAs LLP's Terms and Conditions Addendum (Continued)

If you decide to transmit your confidential information to us in a manner other than a secure portal, you accept responsibility for any and all unauthorized access to your confidential information. If you request that we transmit confidential information to you in a manner other than a secure portal, you agree that we are not responsible for (a) any loss or damage of any nature, whether direct or indirect, that may arise as a result of our sending confidential information in a manner other than a secure portal, and (b) any damages arising as a result of any virus being passed on or with, or arising from any alteration of, any email message

Third Party Service Providers or Subcontractors

In the interest of enhancing our availability to meet your professional service needs while maintaining service quality and timeliness, we may use a third party service provider to assist us in the provision of services to you, which may include receipt of your confidential information. This provider has established procedures and controls designed to protect client confidentiality and maintain data security. As the paid provider of professional services, our firm remains responsible for exercising reasonable care in providing such services, and our work product will be subjected to our firm's customary quality control procedures.

By accepting the terms and conditions of our engagement, you are providing your consent and authorization to disclose your confidential information to a third party service provider, if such disclosure is necessary to deliver professional service or provide support services to our firm.

Independent Contractor

When providing services to your company, we will be functioning as an independent contractor and in no event will we or any of our employees be an officer of you, nor will our relationship be that of joint ventures, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to you.

Records Management

Record Retention and Ownership

We will return all of your original records and documents provided to us at the conclusion of the engagement. Your records are the primary records for your operations and comprise the backup and support for your work product. Our copies of your records and documents are not a substitute for your own records and do not mitigate your record retention obligations under any applicable laws or regulations.

Workpapers and other documents created by us are our property and will remain in our control. Copies are not to be distributed without your written request and our prior written consent. Our workpapers will be maintained by us in accordance with our firm's record retention policy and any applicable legal and regulatory requirements.

Our firm destroys workpaper files after a period of 7 years. Catastrophic events or physical deterioration may result in damage to or destruction of our firm's records, causing the records to be unavailable before the expiration of the retention period as stated in our record retention policy.

Working Paper Access Requests by Regulators and Others

State, federal and foreign regulators may request access to or copies of certain workpapers pursuant to applicable legal or regulatory requirements. Requests also may arise with respect to peer review, an ethics investigation, or the sale of our accounting practice. If requested, access to such workpapers will be provided under the supervision of firm personnel. Regulators may request copies of selected workpapers to distribute the copies or information contained therein to others, including other governmental agencies.

If we receive a request for copies of selected workpapers, provided that we are not prohibited from doing so by applicable laws or regulations, we agree to inform you of such request as soon as practicable. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate, at your sole expense, to attempt to limit the disclosure of information. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request.



LSL CPAs LLP's Terms and Conditions Addendum (Continued)

If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our professional time and expenses, as well as the fees and expenses of our legal counsel, incurred in responding to such requests. This paragraph will survive termination of this Agreement.

Summons or Subpoenas

All information you provide to us in connection with this engagement will be maintained by us on a strictly confidential basis.

If we receive a summons or subpoena which our legal counsel determines requires us to produce documents from this engagement or testify about this engagement, provided that we are not prohibited from doing so by applicable laws or regulations, we agree to inform you of such summons or subpoena as soon as practicable. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate, at your sole expense, to attempt to limit discovery. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request.

If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our professional time and expenses, as well as the fees and expenses of our legal counsel, incurred in responding to such requests. This paragraph will survive termination of this Agreement.

Newsletters and Similar Communications

We may send newsletters, emails, explanations of technical developments or similar communications to you. These communications are of a general nature and should not be construed as professional advice. We may not send all such communications to you. These communications do not continue a client relationship with you, nor do they constitute advice or an undertaking on our part to monitor issues for you.

Disclaimer of Legal and Investment Advice

Our services under this Agreement do not constitute legal or investment advice unless specifically agreed to in the *Engagement Objective and Scope* section of this Agreement. We recommend that you retain legal counsel and investment advisors to provide such advice.

Referrals

In the course of providing services to you, you may request referrals to attorneys, brokers, investment advisors or other professionals. We may identify a professional or professionals for your consideration. However, you are responsible for evaluating, selecting, and retaining any professional and determining if the professional can meet your needs. You agree that we have no responsibility for and will not oversee the activities of any professional to whom we refer you.

Brokerage or Investment Advisory Statements

If you provide our firm with copies of brokerage (or investment advisory) statements and/or read-only access to your accounts, we will use the information solely for the purpose described in the *Engagement Objective and Scope* section of the engagement letter. We will rely on the accuracy of the information provided in the statements and will not undertake any action to verify this information. We will not monitor transactions, investment activity, provide investment advice, or supervise the actions of the entity or individuals entering into transactions or investment activities on your behalf. We recommend that you receive and carefully review all statements upon receipt, and direct any questions regarding account activity to your banker, broker or investment advisor.

Other Income, Losses and Expenses

If you realized income, loss or expense from a business or supplemental income or loss, the reporting requirements of federal and state income tax authorities apply to such income, loss or expense. You are



LSL CPAs LLP's Terms and Conditions Addendum (Continued)

responsible for complying with all applicable laws and regulations pertaining to such operations, including the classification of workers as employees or independent contractors and related payroll tax and withholding requirements.

Accountant – Client Privilege

Internal Revenue Code §7525, *Confidentiality Privileges Related to Taxpayer Communication*, provides a limited confidentiality privilege applying to tax advice embodied in taxpayer communications with federally authorized tax practitioners in certain limited situations.

This privilege is limited in several important respects. For example, this privilege does not apply to your records, which you are required to retain in support of your tax return. In addition, the privilege does not apply to state tax issues, state tax proceedings, private civil litigation proceedings, or criminal proceedings.

While we will cooperate with you with respect to the privilege, asserting the privilege is your responsibility. Inadvertent disclosure of otherwise privileged information may result in a waiver of the privilege. Please contact us immediately if you have any questions or need further information about this CPA-client privilege.

Limitations on Oral and Email Communications

We may discuss with you our views regarding the treatment of certain items or decisions you may encounter. We may also provide you with information in an email. Any advice or information delivered orally or in an email (rather than through a memorandum delivered as an email attachment) will be based upon limited research and a limited discussion and analysis of the underlying facts. Additional research or a more complete review of the facts may affect our analysis and conclusions.

Due to these limitations and the related risks, it may or may not be appropriate to proceed with any decision solely on the basis of any oral or email communication. You accept all responsibility, except to the extent caused by our gross negligence or willful misconduct, for any loss, cost or expense resulting from your decision (i) not to have us perform the research and analysis necessary to reach a more definitive conclusion and (ii) to instead rely on an oral or email communication. The limitation in this paragraph will not apply to an item of written advice that is a deliverable of a separate engagement. If you wish to engage us to provide formal advice on a matter on which we have communicated orally or by email, we will confirm this service in a separate engagement letter.

Management Responsibilities

While Lance, Soll, and Lunghard CPAs LLP can provide assistance and recommendations, you are responsible for management decisions and functions, and for designating an individual with suitable skill, knowledge and experience to oversee any services that Lance, Soll, and Lunghard CPAs LLP provides. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services. You are ultimately responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

Conflicts of Interest

If we, in our sole discretion, believe a conflict has arisen affecting our ability to deliver services to you in accordance with either the ethical standards of our firm or the ethical standards of our profession, we may be required to suspend or terminate our services without issuing our work product. You agree that we will not be responsible for your failure to meet governmental and other deadlines, for any penalties or interest that may be assessed against you resulting from your failure to meet such deadlines, and for any other damages (including but not limited to consequential, indirect, lost profits, or punitive damages) incurred as a result of the suspension or termination of our services.

Alternative Dispute Resolution

If a dispute arises out of or relates to the Agreement including the scope of services contained herein, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try to settle the dispute by mediation administered by the American Arbitration Association (“AAA”) under the *AAA Professional Accounting and Related Services Dispute Resolution Rules* before resorting to

**LSL CPAs LLP's Terms and Conditions Addendum (Continued)**

arbitration, litigation, or some other dispute resolution procedure. The mediator will be selected by the mutual agreement of the parties. If the parties cannot agree on a mediator, a mediator shall be designated by the AAA. The mediation will be conducted in California.

The mediation will be treated as a settlement discussion and, therefore, all conversations during the mediation will be confidential. The mediator may not testify for either party in any later proceeding related to the dispute. No recording or transcript shall be made of the mediation proceedings. The costs of any mediation proceedings shall be shared equally by all parties. Any costs for legal representation shall be borne by the hiring party.

March 20, 2019

To the Board of Directors
Three Valleys Municipal Water District
Claremont, California

We are engaged to audit the financial statements of the business-type activities of the Three Valleys Municipal Water District (District), and the Single Audit (if required) for the year ended June 30, 2019. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards, Government Auditing Standards, and the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we will consider the internal control of the District. Such considerations will be solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with Uniform Guidance, we will examine, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the District's compliance with those requirements.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.



To the Board of Directors
Three Valleys Municipal Water District

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis, the schedule of proportionate share of the Net Pension Liability, Schedule of OPEB Liability, and the schedules of contributions related to pension and OPEB which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have not been engaged to report on the introductory and statistical sections which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to issue our report on approximately October 2019.

This information is intended solely for the use of the governing board and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Lance, Soll & Lughard, LLP

**MINUTES
REGULAR BOARD OF DIRECTORS MEETING
THREE VALLEYS MUNICIPAL WATER DISTRICT**

**Wednesday, February 6, 2019
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 Avenue, Claremont, California. The presiding officer was President Bob Kuhn.

2. Pledge of Allegiance

The flag salute was led by President Bob Kuhn.

3. Roll Call

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

Directors Present

Bob Kuhn, President
David De Jesus, Vice President
Brian Bowcock, Secretary
Joe Ruzicka, Treasurer
Carlos Goytia, Director
John Mendoza, Director

Staff Present

Matt Litchfield, General Manager
Steve Kennedy, Legal Counsel
Dominique Aguiar, Operations Supervisor
Liz Cohn, Sr. Financial Analyst
Maria Contreras, Administrative Assistant
Ray Evangelista, Engineer
Mario Garcia Chief of Engineering / Operations Officer
Karen Harberson, Compliance Specialist
Kirk Howie, Chief Administrative Officer
Steve Lang, Water Operations Manager
James Linthicum, Chief Finance Officer
Ben Peralta, Project Manager
Esther Romero, Accounting Technician

Directors Absent

Guest present: Tom Coleman, Rowland Water; Ted Ebenkamp, Walnut Valley Water; Ed Hilden, Walnut Valley Water; Erik Hitchman, Walnut Valley Water; Szu Pei-Lu-Yang, Rowland Water; Darron Poulsen, City of Pomona; Dave warren, Rowland Water; Wes Jackman; Cameron Griffin, Representative Senator Ling Ling Cheng; Bob Bowcock; Rick Hansen; Chris Lancaster; Jennifer Stark, City of Claremont

4. Additions to Agenda

No additions requested.

5. Reorder Agenda

No reorder of Agenda.

6. Public Comment

Mr. Rick Hansen, retired General Manager from Three Valleys, took this opportunity to thank the board and everyone for the send-off reception this past Saturday, February 2nd. He was very appreciative and amazed. Everyone had a great time, as well as fun. He stated he knew that staff worked overtime in trying to get the event put together, thanking Cindy, Liz, Maria.

President Kuhn stated that it was a good event, and everyone had a good time and that Mr. Hansen was very deserving of the send-off. He stated how much Mr. Hansen was appreciated, welcoming him back at any time.

7. Administer Oath of Office, Director Division VII

Our newly appointed Director, Denise Jackman was in attendance for her ceremonial swearing in. Director Ebenkamp from Rowland Water District conducted the swearing in.

Director Jackman took her seat on the dais representing Division VII. Director Kuhn welcomed Director Jackman to the board. Director Jackman introduced her husband, Wes Jackman to the board and guests present.

Director Jackman is a very active community member in Rowland heights, belongs to the Rowland Heights Community Coordinating Council, President of the Women's Club, Citizens Advisory Committee, and Bond Oversight Committee. Dr. Jackman looks forward to a wonderful learning experience.

Director Jackman's term begins February 6, 2019 and will run for two years, ending in December 2020.

8. Presentation – Chandler Asset Management

General Manager Matt Litchfield introduced Jayson Schmitt, Executive Vice President and Portfolio Management from Chandler Asset Management. Mr. Schmitt provided a comprehensive review of the Economic Update, Account Profile, Portfolio Holdings and Transactions.

Mr. Schmitt spoke on the economy and how some minor changes occurred in January. The economy in general is doing very well and is expecting between 2-2 1/2 growth in 2019; in 2018 the rate of growth was about 3%. Growth is slowing but it is not a recession, it just means the rate of growth in the economy is slowing.

Mr. Schmitt stated that the market value of the district's portfolio has been relatively consistent during this time of volatility.

9. General Manager's Report

9.A Annual Investment Policy

CFO James Linthicum presented the Board with two minor changes to the Investment Policy. The first change reduced one of the requirements for credit ratings for Asset-Backed Securities; and the second one was a section that was inadvertently removed that talked about our responsibility in making sure that we are in compliance with the Investment Policy by updating the Board on a quarterly basis, which is done by including the Investment Policy as part of the monthly packet.

9.B Strategic Plan Review

Mr. Litchfield requested that the Strategic Plan Review be tabled until the February 20, 2019 meeting. President Kuhn approved to move this item to the next meeting.

9.C FY 19/20 Budget Review

Mr. James Linthicum informed the board of the plans for the budget and rate adoptions for the coming year. Any budget adoptions or rate increases must be published in the newspapers.

The anticipated schedule is the same as in the past, with a large budget workshop during the March 6th meeting, where the budget will be discussed in greater detail..

We will then bring the budget back to the April 17th meeting for adoption and approval.

9.D Annual JPIA Letter – President's Special Recognition Award

Kirk Howie presented the board with information regarding a letter received from ACWA/JPIA.

Each year we are notified by ACWA of our standing no loss situations dealing with worker's compensation and property liability insurance. A lot of this has to do with the training we have here at the district, regular training with outside agencies (ACWA, Emergency Coordination Groups, PWAG), as well as table top training and tailgate training in keeping our staff and property safe. It is nice that ACWA looks at their members and recognizes them. We anticipate a sizeable refund or rebate on premiums this year due to those low loss claims.

President Kuhn stated that due to staff's efforts we are not just lucky but good in some areas, not unnoticed by the board.

9.E Solar Cup

The purpose of this item was to request direction from the board as to whether they believe the overtime cost of hosting and staffing the solar cup sponsored by the Metropolitan Water District (MWD) should continue to be allocated to the program.

The Solar Cup event has been hosted by Three Valleys since 2002, it's been a 16-year run. As a result, the partnerships developed with MWD staff and the local schools has been extremely rewarding. However, during the course of these 16 years, Solar Cup staff as well as many of the Three Valleys staff has changed. After 16 years, staff requested that the board examine whether hosting the solar cup workshop continues to be a function here at the District.

What is being sought is a direct commitment from MWD in order to continue with the program and that MWD will be able to adequately plan and execute the weekend events here at Three Valleys. A commitment needs to be delivered in the form of a mutually agreed upon timeline and a contract to adhere to that timeline.

Mr. Litchfield and Director DeJesus were directed to establish a meeting with MWD staff and to find appropriate solutions for the program.

10. Future Agenda Items

The following item was requested to be moved to the March 20, 2019 Board Meeting.

- Strategic Plan Review

President Kuhn requested that a CLOSED SESSION item regarding Chino Basin be added to all future agendas. Mr. Kennedy agreed that the item will be added to the Agenda moving forward.

11. Adjournment

At the request of Director Goytia, the meeting was closed in memory of Evangelina Rodriguez, Assembly Member Freddie Rodriguez' mother who recently passed. A letter will be sent to Assembly Member Rodriguez.

Meeting adjourned at 9:41 a.m.

12. Next Meeting

Wednesday, February 20, 2019 at 8:00 a.m.

Bob Kuhn
President, Board of Directors
Three Valleys Municipal Water District

Recorded by: Maria Contreras
Administrative Assistant

**MINUTES
REGULAR BOARD OF DIRECTORS MEETING
THREE VALLEYS MUNICIPAL WATER DISTRICT**

**Wednesday, February 20, 2019
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 Avenue, Claremont, California. The presiding officer was President Bob Kuhn.

2. Pledge of Allegiance

The flag salute was led by President Bob Kuhn.

3. Roll Call

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

Directors Present

Bob Kuhn, President
David De Jesus, Vice President
Brian Bowcock, Secretary
Joe Ruzicka, Treasurer
Carlos Goytia, Director
John Mendoza, Director
Denise Jackman, Director

Staff Present

Matt Litchfield, General Manager
Steve Kennedy, Legal Counsel
Dominique Aguiar, Operations Supervisor
Liz Cohn, Sr. Financial Analyst
Maria Contreras, Administrative Assistant
Mario Garcia Chief of Engineering / Operations Officer
Kirk Howie, Chief Administrative Officer
Steve Lang, Water Operations Manager
James Linthicum, Chief Finance Officer
Ben Peralta, Project Manager

Guest present: Tom Coleman, Rowland Water; Ted Ebenkamp, Walnut Valley Water; Ed Hilden, Walnut Valley Water; Erik Hitchman, Walnut Valley Water; Tony Lima, Rowland Water; Darron Poulsen, City of Pomona; Dave Warren, Rowland Water; Jennifer Stark, City of Claremont; Brian Teuber, Walnut Valley Water, Dave Michalko, Valencia Heights Water; Ben Lewis, Golden State Water

4. Additions to Agenda

No additions to agenda requested.

5. Reorder Agenda

No reorder requested.

6. Public Comment

No public comment requested.

7. Consent Calendar

The Board was asked to consider the consent calendar items (7A-7H) for the February 20, 2019 Board meeting that included: (7A) receive, approve and file, January 2019 Minutes for January 16, 2019 and January 23, 2019; (7B) receive, approve and file financial reports and investment update January 2019; (7C) Imported Water Sales, January 2019; (7D) Miramar Operations Report, January 2019; (7E) approve Resolution No. 19-02-844 Adoption of Reserve Policies and the Associated Goal Levels as Part of the Annual Strategic Plan Adoption; (7F) receive and file FY 18-19 Second Quarter Reserve Update; (7G) approve Resolution No. 19-02-845 Adoption of Investment Policy; (7H) approve to present Rick Hansen with a Proclamation.

Upon motion and second the floor was opened for discussion. There being no discussion, President Kuhn called for the vote.

Moved: Joe Ruzicka; Second: John Mendoza
Motion No. 19-02-5212 – Approving Consent Calendar Items 7A – 7H for February 20, 2019. Motion passed by unanimous vote.

8. General Manager's Report**8.A Legislative Update**

Kirk Howie presented the Board with a legislative update regarding new bills to be introduced for the current legislative session and also provided a status report on the legislative bills currently on file.

Kirk Howie mentioned that the Governor did call for a tax on drinking water very much similar to SB 623 from 2018. This would be the water tax on residential bills, roughly \$1.00 per month per meter that would raise approximately \$140 million dollars for projects in disadvantaged communities and areas that don't have the safe drinking water throughout the state. The \$140 million dollar would be ongoing every single year but would not allow for the maintenance and improvements on those projects. Those costs would most likely fall back on the water industry, water agencies to take care of.

There is a new proposal, this year ACWA is working in coordination with the California Municipal Utilities Association (CMUA) to develop a safe drinking water trust as a viable alternative to the proposed water tax legislation.

8.B Director's Expense Reports

Moved: Joe Ruzicka Second: Carlos Goytia
Motion No. 19-02-5213
Approving Directors Expense Reports – January 2019
Motion passed by unanimous vote.

8.C FY 19-20 Strategic Plan

The Strategic Plan is the road map for our vision and mission and communicates this to our employees, board members, and all the citizens affected in our service area. One change, this year is the Organizational chart, reflecting the removal of the Assistant General Manager's position, the reclassification of the Water Operations Manager position to the Chief Operations Officer, the addition of an Instrumentation/Electrical System Operator and the realignment of the Executive Assistant to report directly to the General.

There are other minor changes compared to last year's strategic plan, and staff's recommendation is to approve the FY 19/20 Strategic Plan.

Moved: Goytia Second: Bowcock Motion No. 19-02-5214
Approving FY 19/20 Strategic Plan – January 2019
The motion passed by a 7-0 unanimous vote.

9. Directors' / General Manager Oral Reports

Director Joe Ruzicka – gave the board a brief update on LAFCO matters.

Director John Mendoza - thanked General Manager Matt Litchfield for continued support in assisting him with meeting attendance to the various agencies and being able to learn more about the water industry.

President Bob Kuhn – Reported on Chino Basin Watermaster.,

President Bob Kuhn – Nothing to report on the Water Quality Authority (WQA).

Director David DeJesus – reported on events happening within the Metropolitan Water District (MWD). Three new directors were inducted this month. MWD approved the purchase of an additional 732 acres out in Palo Verde. MWD sold back to the State approximately 243 acres from what is called CHIPS Island located in Solano County.

Director Brian Bowcock – San Gabriel Watermaster - Either through MWD or the member agencies we should notify the public that the drought is not over. Three Valleys should also work at getting the message out to the public.

General Matt Litchfield – Attended the MWD Member Agency meeting. MWD reported that the State Water Project will be invoking Article 21 water availability, which means State Water Project contractors can take water and it does not affect their tally allocation of what is available. MWD reported that they will be taking an additional 19,000AF of Article 21 water, most likely delivering it to Diamond Valley Lake. They are anticipating the state water allocation to go up to at least 25%. They are shifting their operation from the Colorado River Aqueduct to 100% State Project water this month due to repairs along the Colorado aqueduct.

10. Closed session - Announcement of Closed Session Actions

Closed session items:

- Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV51010.
- San Diego County Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-10-510830.

Mr. Steve Kennedy, Legal Counsel, stated the Board met in closed session to discuss items listed above. With respect to Chino Basin, the Board unanimously authorized its Board President, General Manger and/or Council to execute the 2018 Agreement to Judgement and CAMA Amendments.

Regarding San Diego, no reportable action.

11. Future Agenda Items

None

12. Adjournment


The Board adjourned at 9:58 a.m. to its next regular meeting scheduled for Wednesday, March 6, 2019 at 8:00 a.m.

Bob Kuhn
President, Board of Directors
Three Valleys Municipal Water District

Recorded by: Maria D. Contreras
Administrative Assistant



**Board of Directors
Staff Report**

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: March 20, 2019
Subject: **Change in Cash and Cash Equivalents Report**

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Attached for your review is the Change in Cash and Cash Equivalents Report for the period ending February 28, 2019.

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

MC/LC

Item 8.B1 - Exhibit A



CHANGE IN CASH AND CASH EQUIVALENTS REPORT

February 1 through February 28, 2019

		<u>CASH</u>	<u>CASH EQUIVALENTS</u>
SUMMARY 2/28/2019			
	Petty Cash	6,000.00	
	Local Agency Investment Fund		28,363.30
	General Checking	1,600,000.00	
	Sweep Account	2,995,560.90	
	U.S. Bank	5,000.00	
	TOTAL CASH IN BANKS & ON HAND	\$ 4,606,560.90	\$ 28,363.30
	TOTAL CASH IN BANKS & ON HAND	02/28/19 \$ 4,606,560.90	\$ 28,363.30
	TOTAL CASH IN BANKS & ON HAND	01/31/19 \$ 3,689,271.62	\$ 28,363.30
	PERIOD INCREASE (DECREASE)	\$ 917,289.28	\$ -
CHANGE IN CASH POSITION DUE TO:			
	Water Sales/Charges Revenue	4,082,382.50	
	Interest Revenue	974.89	
	Subvention/RTS Standby Charge Revenue	383,727.91	
	Hydroelectric Revenue	-	
	Other Revenue	25,737.25	
	Investment Xfer From Chandler Asset Mgt		
	LAIF Quarterly Interest		
	Transfer To LAIF		
	Transfer From LAIF		
	INFLOWS	4,492,822.55	-
	Expenditures	(3,538,541.82)	
	Current Month Outstanding Payables	14,839.60	
	Prior Month Cleared Payables	(49,322.86)	
	Bank/FSA Svc Fees	(145.00)	
	HRA/HSA Payment	(2,363.19)	
	Xfer to PARS - Fund OPEB & Pension Trusts	-	
	Investment Xfer to Chandler Asset Mgmt		
	Transfer to LAIF		
	Transfer From LAIF		
	OUTFLOWS	(3,575,533.27)	-
	PERIOD INCREASE (DECREASE)	917,289.28	-



THREE VALLEYS MUNICIPAL WATER DISTRICT
CONSOLIDATED LISTING OF INVESTMENT PORTFOLIO
 February 28, 2019

ITEM	BOOK YIELD	BOOK VALUE	PAR VALUE	MARKET VALUE
Chandler Asset Management				
ABS - Asset Backed Securities	2.65%	390,361.42	390,378.75	391,022.18
Bonds - Agency	1.94%	4,045,022.83	4,040,000.00	3,992,751.18
Commercial Paper	0.00%	0.00	0.00	0.00
Money Market Fund	2.01%	13,452.44	13,452.44	13,452.44
Supranational	2.36%	630,664.94	640,000.00	625,350.33
US Corporate	2.67%	2,703,496.13	2,720,000.00	2,702,452.68
US Treasury	1.74%	2,153,450.57	2,165,000.00	2,122,186.71
	2.15%	9,936,448.33	9,968,831.19	9,847,215.52
Local Agency Invest Fund TVMWD	2.39%	28,363.30	28,363.30	28,363.30
Reserve Fund		\$ 9,964,811.63	\$ 9,997,194.49	\$ 9,875,578.82
<hr/>				
Checking (Citizens)	0.55%	1,600,000.00	1,600,000.00	1,600,000.00
Sweep Account (Citizens)	0.20%	2,995,560.90	2,995,560.90	2,995,560.90
Emergency Checking (U.S. Bank)	0.00%	5,000.00	5,000.00	5,000.00
Petty Cash Fund	0.00%	6,000.00	6,000.00	6,000.00
Working Cash		\$ 4,606,560.90	\$ 4,606,560.90	\$ 4,606,560.90
<hr/>				
TOTAL PORTFOLIO	1.57%	\$ 14,571,372.53	\$ 14,603,755.39	\$ 14,482,139.72

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 19-02-845). 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

FEBRUARY 1, 2019 THROUGH FEBRUARY 28, 2019

Chandler Team:

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

Custodian

US Bank
Christopher Isles
(503) 464-3685

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Three Valleys Municipal Water District

Account #10065

Portfolio Summary

As of February 28, 2019



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.38
Average Coupon	2.00%
Average Purchase YTM	2.15%
Average Market YTM	2.63%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.57 yrs
Average Life	2.50 yrs

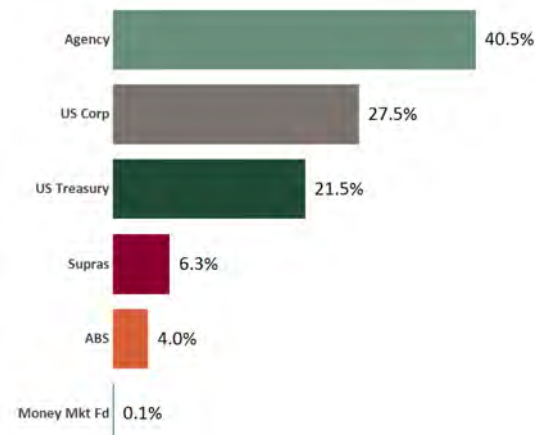
ACCOUNT SUMMARY

	Beg. Values as of 1/31/19	End Values as of 2/28/19
Market Value	9,838,022	9,847,216
Accrued Interest	41,830	43,860
Total Market Value	9,879,852	9,891,076
Income Earned	17,525	17,396
Cont/WD		-1,090
Par	9,962,743	9,968,831
Book Value	9,922,873	9,936,448
Cost Value	9,901,151	9,913,305

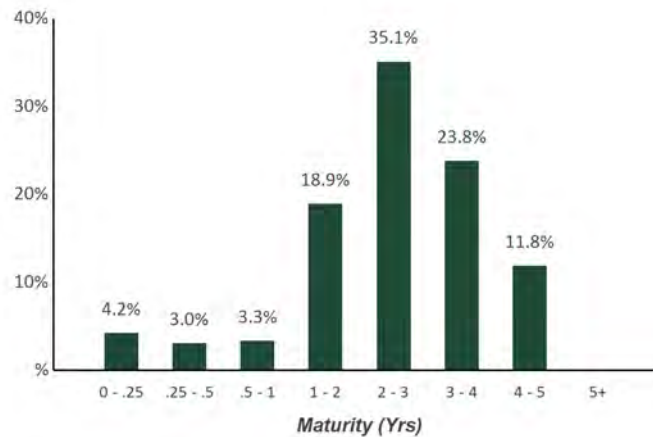
TOP ISSUERS

Government of United States	21.5%
Federal National Mortgage Assoc	15.2%
Federal Home Loan Bank	10.0%
Federal Home Loan Mortgage Corp	8.8%
Federal Farm Credit Bank	6.6%
International Finance Corp	4.3%
US Bancorp	2.0%
Inter-American Dev Bank	2.0%
Total	70.4%

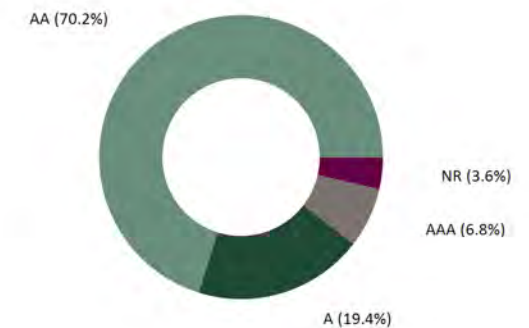
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	4/30/2009
Three Valleys Municipal Water District	0.12%	1.60%	0.62%	2.85%	1.42%	1.12%	1.28%	N/A	1.76%
ICE BAML 1-5 Yr US Treasury/Agency Index	0.04%	1.46%	0.36%	2.60%	1.12%	0.78%	1.06%	N/A	1.45%

Statement of Compliance

As of February 28, 2019



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; "A" rated issuer 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

Three Valleys Municipal Water District

Reconciliation Summary



Account #10065

As of February 28, 2019

BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$9,922,872.89
<u>Acquisition</u>		
+ Security Purchases	\$271,315.20	
+ Money Market Fund Purchases	\$35,884.25	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$307,199.45
<u>Dispositions</u>		
- Security Sales	\$159,325.00	
- Money Market Fund Sales	\$115,127.35	
- MMF Withdrawals	\$1,089.78	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$18,578.48	
Total Dispositions		\$294,120.61
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$1,197.35	
		\$1,197.35
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	(\$700.75)	
		(\$700.75)
ENDING BOOK VALUE		\$9,936,448.33

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$93,785.32
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$159,325.00	
Accrued Interest Received	\$284.62	
Interest Received	\$17,011.10	
Dividend Received	\$294.67	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$18,578.48	
Total Acquisitions		\$195,493.87
<u>Dispositions</u>		
Withdrawals	\$1,089.78	
Security Purchase	\$271,315.20	
Accrued Interest Paid	\$3,421.77	
Total Dispositions		\$275,826.75
ENDING BOOK VALUE		\$13,452.44

Three Valleys Municipal Water District

Account #10065

Holdings Report

As of February 28, 2019



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
ABS									
47788BAB0	John Deere Owner Trust 2017-B A2A 1.59% Due 4/15/2020	3,457.52	07/11/2017 1.60%	3,457.22 3,457.40	99.93 2.77%	3,455.00 2.44	0.03% (2.40)	Aaa / NR AAA	1.13 0.06
89237RAB4	Toyota Auto Receivable 2017-C A2A 1.58% Due 7/15/2020	34,519.70	07/25/2017 1.59%	34,519.38 34,519.55	99.77 2.63%	34,441.44 24.24	0.35% (78.11)	Aaa / AAA NR	1.38 0.22
89238BAB8	Toyota Auto Receivables Owner 2018-A A2A 2.1% Due 10/15/2020	77,401.53	01/23/2018 2.12%	77,393.62 77,396.77	99.80 2.80%	77,246.09 72.24	0.78% (150.68)	Aaa / AAA NR	1.63 0.34
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	20,000.00	07/11/2017 1.83%	19,998.54 19,999.10	99.21 2.83%	19,841.88 16.18	0.20% (157.22)	Aaa / NR AAA	2.63 0.79
47788CAC6	John Deere Owner Trust 2016-B A4 2.66% Due 4/18/2022	35,000.00	02/21/2018 2.68%	34,997.48 34,998.09	99.89 2.76%	34,961.15 41.38	0.35% (36.94)	Aaa / NR AAA	3.14 1.26
43814UAG4	Honda Auto Receivables 2018-2 A3 3.01% Due 5/18/2022	40,000.00	05/22/2018 3.03%	39,999.13 39,999.30	100.44 2.76%	40,177.64 43.48	0.41% 178.34	NR / AAA AAA	3.22 1.65
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	100,000.00	07/18/2018 3.10%	99,992.42 99,993.47	100.47 2.83%	100,467.30 136.89	1.02% 473.83	Aaa / NR AAA	3.72 1.74
65479GAD1	Nissan Auto Receivables Owner 2018-B A3 3.06% Due 3/15/2023	80,000.00	07/17/2018 3.08%	79,997.41 79,997.74	100.54 2.81%	80,431.68 108.80	0.81% 433.94	Aaa / AAA NR	4.04 2.01
Total ABS		390,378.75	2.65%	390,355.20 390,361.42	2.79%	391,022.18 445.65	3.96% 660.76	Aaa / AAA AAA	2.98 1.27
AGENCY									
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	100,000.00	09/04/2014 1.83%	97,272.00 99,766.56	99.47 2.50%	99,473.00 104.17	1.01% (293.56)	Aaa / AA+ AAA	0.42 0.42
3133EHEZ2	FFCB Note 1.6% Due 4/6/2020	200,000.00	09/28/2017 1.60%	200,012.00 200,005.24	98.97 2.55%	197,937.60 1,288.89	2.01% (2,067.64)	NR / AA+ AAA	1.10 1.08
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	200,000.00	12/28/2017 2.05%	199,016.00 199,415.20	98.84 2.57%	197,680.00 1,083.33	2.01% (1,735.20)	Aaa / AA+ AAA	1.72 1.67
3135G0F73	FNMA Note 1.5% Due 11/30/2020	200,000.00	12/16/2015 1.90%	196,220.00 198,663.43	98.19 2.56%	196,375.60 758.33	1.99% (2,287.83)	Aaa / AA+ AAA	1.76 1.71
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	140,000.00	04/28/2016 1.42%	139,727.00 139,888.13	97.81 2.52%	136,940.16 69.51	1.39% (2,947.97)	Aaa / AA+ AAA	1.98 1.93

Three Valleys Municipal Water District

Holdings Report

Account #10065

As of February 28, 2019



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
AGENCY									
3135G0J20	FNMA Note 1.375% Due 2/26/2021	200,000.00	Various 1.41%	199,699.04 199,883.90	97.78 2.53%	195,552.60 38.20	1.98% (4,331.30)	Aaa / AA+ AAA	2.00 1.95
3135G0K69	FNMA Note 1.25% Due 5/6/2021	180,000.00	06/29/2016 1.18%	180,612.00 180,275.42	97.33 2.51%	175,191.48 718.75	1.78% (5,083.94)	Aaa / AA+ AAA	2.19 2.13
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	185,000.00	10/04/2016 1.33%	183,290.60 184,150.21	96.85 2.50%	179,169.91 271.72	1.81% (4,980.30)	Aaa / AA+ AAA	2.38 2.32
3137EAEC9	FHLMC Note 1.125% Due 8/12/2021	185,000.00	08/30/2016 1.33%	183,185.15 184,101.11	96.77 2.49%	179,018.21 109.84	1.81% (5,082.90)	Aaa / AA+ AAA	2.45 2.40
3135G0N82	FNMA Note 1.25% Due 8/17/2021	185,000.00	09/28/2016 1.28%	184,715.10 184,856.19	97.00 2.51%	179,443.53 89.93	1.82% (5,412.66)	Aaa / AA+ AAA	2.47 2.41
3135G0Q89	FNMA Note 1.375% Due 10/7/2021	160,000.00	10/27/2016 1.50%	159,025.60 159,486.62	97.06 2.55%	155,289.76 880.00	1.58% (4,196.86)	Aaa / AA+ AAA	2.61 2.52
3130AABG2	FHLB Note 1.875% Due 11/29/2021	200,000.00	12/28/2016 2.10%	197,940.00 198,848.42	98.26 2.53%	196,512.40 958.33	2.00% (2,336.02)	Aaa / AA+ AAA	2.75 2.65
3135G0S38	FNMA Note 2% Due 1/5/2022	200,000.00	01/11/2017 2.02%	199,845.00 199,911.29	98.55 2.53%	197,092.00 622.22	2.00% (2,819.29)	Aaa / AA+ AAA	2.85 2.74
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	200,000.00	01/27/2017 2.03%	203,193.40 201,851.78	99.53 2.54%	199,064.60 633.33	2.02% (2,787.18)	Aaa / AA+ AAA	2.88 2.75
3135G0T45	FNMA Note 1.875% Due 4/5/2022	200,000.00	Various 1.86%	200,108.00 200,070.12	98.04 2.54%	196,070.80 1,520.84	2.00% (3,999.32)	Aaa / AA+ AAA	3.10 2.97
313379Q69	FHLB Note 2.125% Due 6/10/2022	200,000.00	09/28/2017 1.92%	201,806.00 201,260.51	98.64 2.56%	197,273.40 956.25	2.00% (3,987.11)	Aaa / AA+ AAA	3.28 3.13
3133EAYP7	FFCB Note 1.95% Due 7/19/2022	225,000.00	07/28/2017 1.92%	225,310.50 225,211.56	97.99 2.57%	220,468.05 511.88	2.23% (4,743.51)	Aaa / AA+ AAA	3.39 3.25
3135G0T94	FNMA Note 2.375% Due 1/19/2023	200,000.00	10/30/2018 2.99%	195,134.00 195,516.08	99.42 2.53%	198,833.20 554.17	2.02% 3,317.12	Aaa / AA+ AAA	3.89 3.68
3137EAEN5	FHLMC Note 2.75% Due 6/19/2023	190,000.00	09/27/2018 3.03%	187,691.50 187,897.59	100.69 2.58%	191,316.51 1,045.00	1.94% 3,418.92	Aaa / AA+ AAA	4.31 4.02
313383YJ4	FHLB Note 3.375% Due 9/8/2023	190,000.00	02/26/2019 2.57%	196,484.70 196,476.86	103.16 2.63%	196,001.91 3,081.56	2.01% (474.95)	Aaa / AA+ NR	4.53 4.12
3130AAHE1	FHLB Note 2.5% Due 12/8/2023	75,000.00	02/26/2019 2.55%	74,830.50 74,830.69	99.32 2.65%	74,487.68 432.29	0.76% (343.01)	Aaa / AA+ F-1+	4.78 4.45

Three Valleys Municipal Water District

Account #10065

Holdings Report

As of February 28, 2019



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
AGENCY									
3133EDBU5	FFCB Note 3.5% Due 12/20/2023	225,000.00	01/16/2019 2.74%	232,843.50 232,655.92	103.80 2.65%	233,558.78 1,553.13	2.38% 902.86	Aaa / AA+ AAA	4.81 4.39
Total Agency		4,040,000.00	1.94%	4,037,961.59 4,045,022.83	2.55%	3,992,751.18 17,281.67	40.54% (52,271.65)	Aaa / AA+ AAA	2.84 2.71
MONEY MARKET FUND FI									
31846V203	First American Govt Obligation Fund Class Y	13,452.44	Various 2.01%	13,452.44 13,452.44	1.00 2.01%	13,452.44 0.00	0.14% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		13,452.44	2.01%	13,452.44	2.01%	13,452.44 0.00	0.14% 0.00	Aaa / AAA AAA	0.00 0.00
SUPRANATIONAL									
45950KCJ7	International Finance Corp Note 1.125% Due 7/20/2021	215,000.00	05/08/2018 2.81%	203,989.85 206,773.05	96.61 2.59%	207,721.18 275.47	2.10% 948.13	Aaa / AAA NR	2.39 2.34
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 1/18/2022	200,000.00	10/26/2017 2.10%	200,158.00 200,108.07	98.69 2.60%	197,385.20 507.64	2.00% (2,722.87)	Aaa / NR AAA	2.89 2.77
45950VLH7	International Finance Corp Note 2% Due 10/24/2022	225,000.00	10/26/2017 2.16%	223,339.50 223,783.82	97.89 2.61%	220,243.95 1,587.50	2.24% (3,539.87)	Aaa / AAA NR	3.65 3.47
Total Supranational		640,000.00	2.36%	627,487.35 630,664.94	2.60%	625,350.33 2,370.61	6.35% (5,314.61)	Aaa / AAA AAA	3.00 2.88
US CORPORATE									
17275RAR3	Cisco Systems Note 2.125% Due 3/1/2019	180,000.00	Various 2.02%	180,856.20 180,000.00	100.00 2.13%	180,000.00 1,912.50	1.84% 0.00	A1 / AA- NR	0.00 0.01
91159HHH6	US Bancorp Callable Note Cont 3/25/2019 2.2% Due 4/25/2019	140,000.00	Various 2.15%	140,322.10 140,002.40	99.96 2.45%	139,940.36 1,078.00	1.43% (62.04)	A1 / A+ AA-	0.15 0.16
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 9/11/2019	145,000.00	Various 2.29%	145,058.95 145,005.07	99.81 2.66%	144,721.89 1,574.87	1.48% (283.18)	A1 / A AA-	0.53 0.52
94974BGF1	Wells Fargo Corp Note 2.15% Due 1/30/2020	100,000.00	01/26/2015 2.18%	99,864.00 99,975.01	99.35 2.88%	99,345.80 185.14	1.01% (629.21)	A2 / A- A+	0.92 0.90

Three Valleys Municipal Water District

Holdings Report

Account #10065

As of February 28, 2019



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
US CORPORATE									
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	80,000.00	02/05/2015 1.77%	79,916.00 79,983.84	99.12 2.68%	79,292.96 62.22	0.80% (690.88)	Aa3 / A+ A+	0.96 0.95
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	120,000.00	06/11/2015 2.49%	118,671.00 119,670.70	99.14 2.96%	118,973.88 757.50	1.21% (696.82)	A2 / A- NR	1.22 1.19
40428HPV8	HSBC USA Inc Note 2.75% Due 8/7/2020	150,000.00	12/28/2018 3.34%	148,623.00 148,764.23	99.75 2.93%	149,629.05 275.00	1.52% 864.82	A2 / A AA-	1.44 1.40
857477AS2	State Street Bank Note 2.55% Due 8/18/2020	100,000.00	06/28/2017 1.86%	102,098.00 100,981.26	99.58 2.84%	99,577.20 92.08	1.01% (1,404.06)	A1 / A AA-	1.47 1.43
00440EAT4	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.3% Due 11/3/2020	125,000.00	02/06/2017 2.16%	125,588.75 125,257.25	99.03 2.89%	123,787.75 942.36	1.26% (1,469.50)	A3 / A A	1.68 1.62
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	120,000.00	05/16/2016 1.84%	122,103.60 120,880.21	99.11 2.68%	118,936.80 1,333.20	1.22% (1,943.41)	Aaa / AA+ NR	2.01 1.93
084670BQ0	Berkshire Hathaway Callable Note Cont 2/15/2021 2.2% Due 3/15/2021	130,000.00	03/23/2018 2.69%	128,180.00 128,749.17	99.09 2.66%	128,816.09 1,318.78	1.32% 66.92	Aa2 / AA A+	2.04 1.97
369550BE7	General Dynamics Corp Note 3% Due 5/11/2021	135,000.00	Various 3.19%	134,275.95 134,466.71	100.38 2.82%	135,519.21 1,237.50	1.38% 1,052.50	A2 / A+ NR	2.20 2.10
166764BG4	Chevron Corp Callable Note Cont 4/15/2021 2.1% Due 5/16/2021	135,000.00	03/23/2018 2.91%	131,750.55 132,711.77	98.61 2.75%	133,117.43 826.88	1.35% 405.66	Aa2 / AA NR	2.21 2.14
68389XBK0	Oracle Corp Callable Note Cont 8/01/21 1.9% Due 9/15/2021	115,000.00	11/29/2016 2.40%	112,425.15 113,631.56	97.70 2.84%	112,350.40 1,007.53	1.15% (1,281.16)	A1 / AA- A	2.55 2.44
24422ETL3	John Deere Capital Corp Note 2.65% Due 1/6/2022	125,000.00	07/27/2017 2.15%	127,605.00 126,675.56	99.25 2.93%	124,059.38 506.08	1.26% (2,616.18)	A2 / A A	2.86 2.72
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	60,000.00	01/19/2017 2.66%	59,896.80 59,940.09	99.57 2.78%	59,742.54 161.88	0.61% (197.55)	A1 / A+ AA-	2.91 2.77
44932HAC7	IBM Credit Corp Note 2.2% Due 9/8/2022	125,000.00	12/28/2017 2.60%	122,780.00 123,334.03	96.98 3.11%	121,223.88 1,321.53	1.24% (2,110.15)	A1 / A A	3.53 3.32
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	125,000.00	10/30/2018 3.73%	121,335.00 121,623.53	99.44 3.13%	124,294.13 474.69	1.26% 2,670.60	A2 / A- AA-	3.88 3.24

Three Valleys Municipal Water District

Holdings Report

Account #10065

As of February 28, 2019



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
US CORPORATE									
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	125,000.00	06/01/2018 3.31%	121,453.75 122,016.55	98.72 3.00%	123,401.38 331.25	1.25% 1,384.83	A2 / A A	3.91 3.67
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	125,000.00	11/29/2018 3.49%	119,456.25 119,768.62	98.12 2.88%	122,655.13 983.33	1.25% 2,886.51	Aa1 / AA+ NR	4.18 3.91
69371RP59	Paccar Financial Corp Note 3.4% Due 8/9/2023	125,000.00	09/10/2018 3.37%	125,177.50 125,160.66	100.17 3.36%	125,206.50 259.72	1.27% 45.84	A1 / A+ NR	4.45 4.09
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	135,000.00	10/03/2018 3.64%	134,889.30 134,897.91	102.12 3.13%	137,860.92 1,916.72	1.41% 2,963.01	A2 / A NR	4.62 4.17
Total US Corporate		2,720,000.00	2.67%	2,702,326.85 2,703,496.13	2.83%	2,702,452.68 18,558.76	27.51% (1,043.45)	A1 / A+ A+	2.22 2.08

US TREASURY									
912828ST8	US Treasury Note 1.25% Due 4/30/2019	75,000.00	01/23/2015 1.22%	75,091.07 75,003.51	99.79 2.52%	74,838.90 313.36	0.76% (164.61)	Aaa / AA+ AAA	0.17 0.17
912828TH3	US Treasury Note 0.875% Due 7/31/2019	200,000.00	03/30/2015 1.30%	196,414.73 199,655.74	99.34 2.45%	198,679.60 140.19	2.01% (976.14)	Aaa / AA+ AAA	0.42 0.42
912828L99	US Treasury Note 1.375% Due 10/31/2020	180,000.00	11/23/2015 1.71%	177,181.07 179,046.29	98.08 2.56%	176,547.60 827.28	1.79% (2,498.69)	Aaa / AA+ AAA	1.67 1.63
912828N89	US Treasury Note 1.375% Due 1/31/2021	155,000.00	03/09/2016 1.40%	154,849.15 154,940.74	97.83 2.54%	151,633.56 170.74	1.53% (3,307.18)	Aaa / AA+ AAA	1.93 1.88
912828B90	US Treasury Note 2% Due 2/28/2021	180,000.00	04/26/2016 1.40%	185,056.07 182,088.81	98.97 2.53%	178,143.84 9.78	1.80% (3,944.97)	Aaa / AA+ AAA	2.00 1.95
912828P87	US Treasury Note 1.125% Due 2/28/2021	200,000.00	12/29/2016 1.86%	194,125.67 197,182.48	97.28 2.53%	194,554.60 6.11	1.97% (2,627.88)	Aaa / AA+ AAA	2.00 1.96
912828Q37	US Treasury Note 1.25% Due 3/31/2021	210,000.00	12/13/2016 1.81%	205,136.25 207,639.47	97.47 2.50%	204,684.48 1,096.15	2.08% (2,954.99)	Aaa / AA+ AAA	2.09 2.03
912828T34	US Treasury Note 1.125% Due 9/30/2021	185,000.00	11/09/2016 1.48%	181,871.52 183,345.50	96.62 2.48%	178,741.82 869.09	1.82% (4,603.68)	Aaa / AA+ AAA	2.59 2.51
912828J43	US Treasury Note 1.75% Due 2/28/2022	215,000.00	03/13/2017 2.14%	211,112.24 212,649.31	97.88 2.49%	210,431.25 10.22	2.13% (2,218.06)	Aaa / AA+ AAA	3.00 2.90
912828XR6	US Treasury Note 1.75% Due 5/31/2022	205,000.00	07/27/2017 1.84%	204,103.81 204,397.29	97.68 2.50%	200,251.38 896.88	2.03% (4,145.91)	Aaa / AA+ AAA	3.25 3.12

Three Valleys Municipal Water District

Account #10065

Holdings Report

As of February 28, 2019



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
US TREASURY									
9128282P4	US Treasury Note 1.875% Due 7/31/2022	200,000.00	09/28/2017 1.90%	199,805.36 199,862.45	97.96 2.50%	195,929.60 300.41	1.98% (3,932.85)	Aaa / AA+ AAA	3.42 3.28
912828N30	US Treasury Note 2.125% Due 12/31/2022	160,000.00	01/31/2018 2.54%	156,975.00 157,638.98	98.59 2.51%	157,750.08 563.54	1.60% 111.10	Aaa / AA+ AAA	3.84 3.65
Total US Treasury		2,165,000.00	1.74%	2,141,721.94 2,153,450.57	2.51%	2,122,186.71 5,203.75	21.51% (31,263.86)	Aaa / AA+ AAA	2.30 2.22
TOTAL PORTFOLIO		9,968,831.19	2.15%	9,913,305.37 9,936,448.33	2.63%	9,847,215.52 43,860.44	100.00% (89,232.81)	Aa1 / AA AAA	2.57 2.38
TOTAL MARKET VALUE PLUS ACCRUED						9,891,075.96			

Three Valleys Municipal Water District

Transaction Ledger

Account #10065

As of February 28, 2019



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	02/01/2019	31846V203	625.00	First American Govt Obligation Fund Class Y	1.000	2.01%	625.00	0.00	625.00	0.00
Purchase	02/01/2019	31846V203	294.67	First American Govt Obligation Fund Class Y	1.000	2.01%	294.67	0.00	294.67	0.00
Purchase	02/07/2019	31846V203	2,062.50	First American Govt Obligation Fund Class Y	1.000	2.01%	2,062.50	0.00	2,062.50	0.00
Purchase	02/09/2019	31846V203	2,125.00	First American Govt Obligation Fund Class Y	1.000	2.01%	2,125.00	0.00	2,125.00	0.00
Purchase	02/12/2019	31846V203	1,040.63	First American Govt Obligation Fund Class Y	1.000	2.01%	1,040.63	0.00	1,040.63	0.00
Purchase	02/15/2019	31846V203	700.00	First American Govt Obligation Fund Class Y	1.000	2.01%	700.00	0.00	700.00	0.00
Purchase	02/15/2019	31846V203	2,882.89	First American Govt Obligation Fund Class Y	1.000	2.01%	2,882.89	0.00	2,882.89	0.00
Purchase	02/15/2019	31846V203	30.33	First American Govt Obligation Fund Class Y	1.000	2.01%	30.33	0.00	30.33	0.00
Purchase	02/15/2019	31846V203	77.58	First American Govt Obligation Fund Class Y	1.000	2.01%	77.58	0.00	77.58	0.00
Purchase	02/15/2019	31846V203	256.67	First American Govt Obligation Fund Class Y	1.000	2.01%	256.67	0.00	256.67	0.00
Purchase	02/15/2019	31846V203	204.00	First American Govt Obligation Fund Class Y	1.000	2.01%	204.00	0.00	204.00	0.00
Purchase	02/15/2019	31846V203	6,318.25	First American Govt Obligation Fund Class Y	1.000	2.01%	6,318.25	0.00	6,318.25	0.00
Purchase	02/15/2019	31846V203	9,591.40	First American Govt Obligation Fund Class Y	1.000	2.01%	9,591.40	0.00	9,591.40	0.00
Purchase	02/17/2019	31846V203	1,156.25	First American Govt Obligation Fund Class Y	1.000	2.01%	1,156.25	0.00	1,156.25	0.00
Purchase	02/18/2019	31846V203	2,237.50	First American Govt Obligation Fund Class Y	1.000	2.01%	2,237.50	0.00	2,237.50	0.00
Purchase	02/19/2019	31846V203	100.33	First American Govt Obligation Fund Class Y	1.000	2.01%	100.33	0.00	100.33	0.00

Three Valleys Municipal Water District

Transaction Ledger

Account #10065

As of February 28, 2019



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	02/26/2019	31846V203	1,375.00	First American Govt Obligation Fund Class Y	1.000	2.01%	1,375.00	0.00	1,375.00	0.00
Purchase	02/27/2019	3130AAHE1	75,000.00	FHLB Note 2.5% Due 12/8/2023	99.774	2.55%	74,830.50	411.46	75,241.96	0.00
Purchase	02/27/2019	313383YJ4	190,000.00	FHLB Note 3.375% Due 9/8/2023	103.413	2.57%	196,484.70	3,010.31	199,495.01	0.00
Purchase	02/28/2019	31846V203	4,806.25	First American Govt Obligation Fund Class Y	1.000	2.01%	4,806.25	0.00	4,806.25	0.00
Subtotal			300,884.25				307,199.45	3,421.77	310,621.22	0.00
TOTAL ACQUISITIONS			300,884.25				307,199.45	3,421.77	310,621.22	0.00
DISPOSITIONS										
Sale	02/27/2019	31846V203	115,127.35	First American Govt Obligation Fund Class Y	1.000	2.01%	115,127.35	0.00	115,127.35	0.00
Sale	02/27/2019	912828R85	160,000.00	US Treasury Note 0.875% Due 6/15/2019	99.578	2.30%	159,325.00	284.62	159,609.62	-700.75
Subtotal			275,127.35				274,452.35	284.62	274,736.97	-700.75
Paydown	02/15/2019	47788BAB0	2,874.50	John Deere Owner Trust 2017-B A2A 1.59% Due 4/15/2020	100.000		2,874.50	8.39	2,882.89	0.00
Paydown	02/15/2019	47788BAD6	0.00	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	100.000		0.00	30.33	30.33	0.00
Paydown	02/15/2019	47788CAC6	0.00	John Deere Owner Trust 2016-B A4 2.66% Due 4/18/2022	100.000		0.00	77.58	77.58	0.00
Paydown	02/15/2019	47788EAC2	0.00	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	100.000		0.00	256.67	256.67	0.00
Paydown	02/15/2019	65479GAD1	0.00	Nissan Auto Receivables Owner 2018-B A3 3.06% Due 3/15/2023	100.000		0.00	204.00	204.00	0.00
Paydown	02/15/2019	89237RAB4	6,264.55	Toyota Auto Receivable 2017-C A2A 1.58% Due 7/15/2020	100.000		6,264.55	53.70	6,318.25	0.00

Three Valleys Municipal Water District

Transaction Ledger

Account #10065

As of February 28, 2019



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	02/15/2019	89238BAB8	9,439.43	Toyota Auto Receivables Owner 2018-A A2A 2.1% Due 10/15/2020	100.000		9,439.43	151.97	9,591.40	0.00
Paydown	02/19/2019	43814UAG4	0.00	Honda Auto Receivables 2018-2 A3 3.01% Due 5/18/2022	100.000		0.00	100.33	100.33	0.00
Subtotal			18,578.48				18,578.48	882.97	19,461.45	0.00
Security Withdrawal	02/05/2019	31846V203	985.61	First American Govt Obligation Fund Class Y	1.000		985.61	0.00	985.61	0.00
Security Withdrawal	02/25/2019	31846V203	104.17	First American Govt Obligation Fund Class Y	1.000		104.17	0.00	104.17	0.00
Subtotal			1,089.78				1,089.78	0.00	1,089.78	0.00
TOTAL DISPOSITIONS			294,795.61				294,120.61	1,167.59	295,288.20	-700.75
OTHER TRANSACTIONS										
Interest	02/01/2019	3137EADK2	100,000.00	FHLMC Note 1.25% Due 8/1/2019	0.000		625.00	0.00	625.00	0.00
Interest	02/07/2019	40428HPV8	150,000.00	HSBC USA Inc Note 2.75% Due 8/7/2020	0.000		2,062.50	0.00	2,062.50	0.00
Interest	02/09/2019	69371RP59	125,000.00	Paccar Financial Corp Note 3.4% Due 8/9/2023	0.000		2,125.00	0.00	2,125.00	0.00
Interest	02/12/2019	3137EAEC9	185,000.00	FHLMC Note 1.125% Due 8/12/2021	0.000		1,040.63	0.00	1,040.63	0.00
Interest	02/15/2019	22160KAG0	80,000.00	Costco Wholesale Corp Note 1.75% Due 2/15/2020	0.000		700.00	0.00	700.00	0.00
Interest	02/17/2019	3135G0N82	185,000.00	FNMA Note 1.25% Due 8/17/2021	0.000		1,156.25	0.00	1,156.25	0.00
Interest	02/18/2019	3130A7CV5	140,000.00	FHLB Note 1.375% Due 2/18/2021	0.000		962.50	0.00	962.50	0.00
Interest	02/18/2019	857477AS2	100,000.00	State Street Bank Note 2.55% Due 8/18/2020	0.000		1,275.00	0.00	1,275.00	0.00

Three Valleys Municipal Water District

Transaction Ledger

Account #10065

As of February 28, 2019



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	02/26/2019	3135G0J20	200,000.00	FNMA Note 1.375% Due 2/26/2021	0.000		1,375.00	0.00	1,375.00	0.00
Interest	02/28/2019	912828B90	180,000.00	US Treasury Note 2% Due 2/28/2021	0.000		1,800.00	0.00	1,800.00	0.00
Interest	02/28/2019	912828J43	215,000.00	US Treasury Note 1.75% Due 2/28/2022	0.000		1,881.25	0.00	1,881.25	0.00
Interest	02/28/2019	912828P87	200,000.00	US Treasury Note 1.125% Due 2/28/2021	0.000		1,125.00	0.00	1,125.00	0.00
Subtotal			1,860,000.00				16,128.13	0.00	16,128.13	0.00
Dividend	02/01/2019	31846V203	94,410.32	First American Govt Obligation Fund Class Y	0.000		294.67	0.00	294.67	0.00
Subtotal			94,410.32				294.67	0.00	294.67	0.00
TOTAL OTHER TRANSACTIONS			1,954,410.32				16,422.80	0.00	16,422.80	0.00



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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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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.



Benchmark Index	Disclosure
ICE BAML 1-5 Yr US Treasury/Agency Index	The ICE BAML 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. (Index: GVA0. Please visit www.mlindex.ml.com for more information)



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: March 20, 2019
Subject: YTD District Budget Status Report

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Attached for your review is the YTD District Budget Status Report for the period ending February 28, 2019.

Due to the payment schedule for **Membership Dues & Fees**, the YTD actuals are higher than expected. This line item is not expected to exceed budget.

The **Hydroelectric Facilities** line item is 88% of budget due to the removal, repair, and reinstall of the bearing housing at the Fulton hydro.

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

MC/LC


Item 8.B3 - Exhibit A

THREE VALLEYS MUNICIPAL WATER DISTRICT				
DISTRICT BUDGET - FISCAL YEAR 2018-2019				
Month Ending February 28, 2019				
	2018-2019 YTD Actual	Annual Budget All Funds	2018-2019 Percent of Budget	2018-2019 Balance Remaining
REVENUES				
<i>OPERATING REVENUES</i>				
Water Sales	42,930,316	56,527,935	75.9%	13,597,619
MWD RTS Standby Charge	2,043,333	3,466,681	58.9%	1,423,348
MWD Capacity Charge Assessment	845,853	1,208,200	70.0%	362,347
TVMWD Fixed Charges	438,795	665,901	65.9%	227,106
Hydroelectric Revenue	74,578	34,583	215.6%	(39,995)
<i>NON-OPERATING REVENUES</i>				
Property Taxes	1,417,154	2,120,753	66.8%	703,599
Interest Income	135,775	151,600	89.6%	15,825
Pumpback O&M/Reservoir #2 Reimbursement	20,128	20,000	100.6%	(128)
Grants and Other Revenue	9,097	5,054	180.0%	(4,043)
TOTAL REVENUES	47,915,029	64,200,707	74.6%	16,285,678
EXPENSES				
<i>OPERATING EXPENSES</i>				
MWD Water Purchases	38,738,406	50,329,635	77.0%	11,591,229
MWD RTS Standby Charge	1,785,049	3,466,681	51.5%	1,681,632
Staff Compensation	2,807,244	4,309,457	65.1%	1,502,213
MWD Capacity Charge	664,680	1,208,200	55.0%	543,520
Operations and Maintenance	920,728	1,307,790	70.4%	387,062
Professional Services	351,825	470,450	74.8%	118,625
Directors Compensation	162,350	309,965	52.4%	147,615
Communication and Conservation Programs	105,809	185,700	57.0%	79,891
Planning & Resources	27,439	60,000	45.7%	32,561
Membership Dues and Fees	100,473	106,318	94.5%	5,845
Hydroelectric Facilities	37,426	42,500	88.1%	5,074
Board Elections	-	-	0.0%	-
<i>NON OPERATING EXPENSES</i>				
Pumpback O&M/Reservoir #2 Expenses	15,257	20,000	76.3%	4,743
<i>RESERVE EXPENSES</i>				
Reserve Replenishment	-	234,878	0.0%	234,878
<i>CAPITAL INVESTMENT</i>				
Capital Repair & Replacement	52,186	872,199	6.0%	820,013
Capital Investment Program	653,542	3,252,974	20.1%	2,599,432
TOTAL EXPENSES	46,422,414	66,176,747	70.1%	19,754,333
NET INCOME (LOSS) BEFORE TRANSFERS	1,492,615	(1,976,040)		(3,468,655)
TRANSFER IN FROM DEBT RESERVES				-
TRANSFER FROM/(TO) CAPITAL RESERVES		97,132		97,132
TRANSFER IN FROM CAPITAL RESERVES				-
TRANSFER IN FROM OPPORTUNITY RESERVE				-
TRANSFER IN FROM ENCUMBERED RESERVES	511,203	1,907,288		1,396,085
NET INCOME (LOSS) AFTER TRANSFERS	\$ 2,003,818	\$ 28,380		\$ (1,975,438)

***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 of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: March 20, 2019
Subject: **Warrant List**

<input checked="" type="checkbox"/> For Action	<input checked="" type="checkbox"/> Fiscal Impact	\$ 3,525,721.98
<input type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

Receive and file the Warrant List for the period ending February 28, 2019 as presented.

Discussion:

The monthly warrant list is provided for your information.

General checks 49099 through 49176 totaling \$292,910.82 are listed on pages 1 to 4.

MWD December water invoice totaling \$3,008,444.00 is listed on page 4.

Wire transfers for taxing agencies, benefit payments and PERS totaling \$78,459.38 are listed on pages 4 to 5.

Total payroll checks 12383, 12386 through 12436 totaling \$145,907.78 are listed on page 5.

Umpqua Bank invoice detail is listed on page 6.

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 – Warrant List

Meeting History:

None

MC/LC



THREE VALLEYS MUNICIPAL WATER DISTRICT
Warrant List
February 2019

General Checks 49099 through 49176
Payroll Wire Transfer 2655 through 2657, 2659, 2660, 2663, 2665 through 2677
Payroll Checks 12383, 12386 through 12436

Check Number	Vendor	Description	Paid Amount
49099	AZUSA LIGHT & WATER	ELECTRIC UTILITY - 12/10/18 TO 1/14/19	20.67
49100	D & H WATER SYSTEMS INC.	RECEIVERS/GAS MONITOR/GAS DETECTOR/GAS AUTOTEST/GENERATOR	2,145.95
49101	HARBOR FREIGHT TOOLS	GLOVES/FACE SHIELDS	308.50
49102	MC MASTER-CARR SUPPLY COMPANY	HINGED LOCKOUT/GASKETS WITH BOLT HOLES	246.59
49103	OFFICE DEPOT	TONER CARTRIDGE/PENS	631.17
49104	PRIME SYSTEMS IND AUTOMATION	HYDROPNEUMATIC TANK REMOVAL & BOOSTER PUMP IMPROVEMENTS-PLC/SCADA PROGRAMMING	55,400.00
49105	SOUTHERN CALIFORNIA EDISON	MIRAMAR/WILLIAMS/FULTON/PM-26/SCADA/PUMPBACK - JAN	1,387.91
49106	BATTERY SYSTEMS	UPS BATTERIES	2,459.14
49107	CA-NV SECTION AWWA	GRADE 3 WATER QUALITY ANALYST CERTIFICATION RENEWAL - HARBERSON	55.00
49108	CELL BUSINESS EQUIPMENT	PLOTTER LEASE - FEB	268.28
49109	GIERLICH-MITCHELL, INC.	ROTOR/STATOR/GASKETS/O-RINGS	8,381.03
49110	HARRINGTON IND PLASTICS, LLC	TUBING/UNION ELBOWS/VALVE BALLS/CONNECTORS	598.74
49111	HEYES FILTERS INC.	ALPHA CAPSULE FILTERS	1,164.40
49112	LARRY BURKE ENTERPRISES	UPS BATTERIES/AUTOMOTIVE BATTERIES	1,096.40
49113	LEWIS ENGRAVING, INC	TILE PLATE ENGRAVING	13.14
49114	LITCHFIELD, MATTHEW H.	MILEAGE & EXPENSES JAN	78.57
49115	LOS ANGELES TIMES	NEWSPAPER SUBSCRIPTION	122.98
49116	MC MASTER-CARR SUPPLY COMPANY	STUD ANCHOR/STEEL WASHERS/STEEL HEX NUTS	145.64
49117	PRIME SYSTEMS IND AUTOMATION	SCADA UPGRADE/PLC CONTROL PANEL DESIGN/FABRICATION/TESTING AT 6TH & WHITE	27,500.00
49118	SOUTHERN CALIFORNIA EDISON	MIRAMAR - JAN	3,153.63
49119	TIME WARNER CABLE	BROADBAND SERVICES - WILLIAMS/PLANT 2/FULTON 1/9/19 - 2/20/19	239.97
49120	TRANSPORTATION CONNECTION INC.	3/8/19 CTEC FIELD TRIP TO ORANGE COUNTY WATER TREATMENT PLANT TRANSPORTATION	834.55
49121	VERIZON WIRELESS	CELLULAR/IPAD/HARNESS FLEET SERVICES/MOBILE BROADBAND 1/26/19 - 2/25/19	787.54



THREE VALLEYS MUNICIPAL WATER DISTRICT
Warrant List
February 2019

Item 8.4B - Exhibit A

General Checks 49099 through 49176
Payroll Wire Transfer 2655 through 2657, 2659, 2660, 2663, 2665 through 2677
Payroll Checks 12383, 12386 through 12436

Check Number	Vendor	Description	Paid Amount
49122	BBVA COMPASS	OIL & FILTER CHANGE/MULTI-POINT INSPECTION & TIRE ROTATION FOR DISTRICT VEHICLE	48.78
49123	BRUNICK, MCELHANEY & KENNEDY	LEGAL FEES - JAN	14,504.00
49124	CLAREMONT PRINT & COPY	ENVELOPES	862.09
49125	CLS LANDSCAPE MANAGEMENT	LANDSCAPE MAINTENANCE - JAN/FEB	5,930.00
49126	HACH COMPANY	TOTAL AMMONIA REAGENTS/TOTAL CHLORINE REAGENTS SETS/PIPET TIP/OILING CLOTH	1,277.45
49127	LARRY BURKE ENTERPRISES	BATTERIES	813.71
49128	LINCOLN FINANCIAL GROUP	401A DEFRD: FEBRUARY 10 PAYROLL	200.00
49129	LINCOLN LIFE, EMPL SVCS(5H-26)	457 DEFRD: FEBRUARY 10 PAYROLL	9,375.00
49130	LOWE'S	SECURITY CABLE/POLYMER FISH TAPE/DOOR HANDLE/DEADBOLT/EXT CORD/COTTON TOWELS	918.14
49131	OFFICE DEPOT	PAPER	58.21
49132	SAM'S CLUB	OFFICE SUPPLIES	126.58
49133	SCHULER CONSTRUCTORS INC.	HYDROPNEUMATIC TANK REMOVAL AND BOOSTER PUMPS IMPROVEMENT	8,626.00
49134	SOUTHERN CALIFORNIA EDISON	MIRAMAR/WILLIAMS/FULTON - DEC/JAN	834.13
49135	UMPQUA BANK	UMPQUA BANK INVOICE DETAIL - LAST PAGE	23,415.67
49136	WALNUT VALLEY WATER DISTRICT	RAIN BARREL DISTRIBUTION (REIMBURSED BY MWD)	3,500.00
49137	WEX BANK	FUEL 1/01/19 - 1/31/19	1,081.05
49138	UMPQUA BANK	UMPQUA BANK INVOICE DETAIL - LAST PAGE	3,834.35
49139	AFLAC	AFLAC SUPP. INS: FEBRUARY 2019 (EMPLOYEE REIMBURSED)	1,000.80
49140	CITY OF CLAREMONT	REFUSE PICKUP/STREET SWEEPING - JAN	149.64
49141	FRAUD HOTLINE, LLC	ANONYMOUS & CONFIDENTIAL THIRD PARTY REPORTING SERVICE	250.00
49142	GEOSCIENCE SUPPORT SVCS INC	WELL SITE EVALUATION - JAN	3,907.50
49143	JCI JONES CHEMICALS, INC.	CHLORINE	5,447.40
49144	LA VERNE CHAMBER OF COMMERCE	ANNUAL MEMBERSHIP DUES - BOWCOCK/SCHOLARSHIP PROGRAM CONTRIBUTION	215.00
49145	MCR TECHNOLOGIES, INC.	ABB FLOWMETER/REMOTE MOUNT TRANSMITTER	8,783.36



THREE VALLEYS MUNICIPAL WATER DISTRICT
 Warrant List
 February 2019

Item 8.4B - Exhibit A

General Checks 49099 through 49176
 Payroll Wire Transfer 2655 through 2657, 2659, 2660, 2663, 2665 through 2677
 Payroll Checks 12383, 12386 through 12436

Check Number	Vendor	Description	Paid Amount
49146	MICHAEL J ARNOLD & ASSOC, INC.	LEGISLATIVE CONSULTANT FEB/JAN EXPENSES	6,084.00
49147	MICROBIOLOGICS INC	ESCHERICHIA COLI/STAPHYLOCOCCUS AUREUS	1,016.71
49148	POLYDYNE, INC	CLARIFLOC	14,987.60
49149	SCWUA	2/21/19 CALIFORNIA WATER SUPPLY UPDATE - BOWCOCK, DE JESUS, GOYTIA	90.00
49150	SOCALGAS	FULTON SERVICE 01/07/19 - 02/05/19	14.30
49151	UNDERGROUND SERVICE ALERT	DIGALERT TICKETS - JAN	57.85
49152	ACWA/JPIA	ACWA EMPLOYEE BENEFITS - MARCH 2019	43,709.81
49153	BURLINGTON SAFTY LAB OF CA,INC	RETEST INSULATING GLOVES	32.17
49154	CANON FINANCIAL SERVICES,INC.	COPY MACHINE LEASE - FEB	1,595.96
49155	OFFICE DEPOT	LUMINATED TAPE/LETTERING TAPE/CLEAR TAPE	137.99
49156	RELIANCE STANDARD LIFE INS.	LT DISAB: FEBRUARY 2019	987.15
49157	SWRCB-DWOCP	T2 CERTIFICATION RENEWAL - EVANGELISTA	60.00
49158	UNDERGROUND SERVICE ALERT	CALIFORNIA STATE FEE FOR REGULATORY COSTS	21.35
49159	UPS	SHIPPING CHARGES - ELECTRO SENSORS	14.40
49160	CLAREMONT PRINT & COPY	BUSINESS CARDS - JACKMAN	127.02
49161	D & H WATER SYSTEMS INC.	CHECK VALVE KIT	2,232.85
49162	FRONTIER	DSL FOR SCADA 2/10/19 - 3/9/19	93.98
49163	HARRINGTON IND PLASTICS, LLC	ELBOWS/TEES	167.59
49164	INTERFACE SECURITY SYSTEMS LLC	EOC WIRELESS BROADBAND SERVICE 3/1/19 - 3/31/19	134.88
49165	JOHN ROBINSON CONSULTING, INC	CONSULTING SERVICES - SIX BASINS GRANT FUNDING SUPPORT	600.00
49166	LEWIS ENGRAVING, INC	TILE PLATES ENGRAVING	60.23
49167	OFFICE DEPOT	MULTIFOLD PAPER TOWELS/PAPER/TRASH CAN LINERS/BINDERS	218.89
49168	SYNCB/AMAZON	MAGNETIC WHITEBOARD/JUMP STARTER/TONER/REAR VIEW CAMERA/CHLORINE CALIBRATION GAS	1,599.11
49169	THOMSON REUTERS/BARCLAYS	CA WATER CODE 2019	99.10



THREE VALLEYS MUNICIPAL WATER DISTRICT
Warrant List
February 2019

Item 8.4B - Exhibit A

General Checks 49099 through 49176
Payroll Wire Transfer 2655 through 2657, 2659, 2660, 2663, 2665 through 2677
Payroll Checks 12383, 12386 through 12436

Check Number	Vendor	Description	Paid Amount
49170	GEOSCIENCE SUPPORT SVCS INC	WELL SITE EVALUATION - DEC	856.25
49171	JAN-PRO CLEANING SYS OF SO CA	JANITORIAL SERVICE - MAR	654.00
49172	LINCOLN FINANCIAL GROUP	401A DEFRD: FEBRUARY 24 PAYROLL	200.00
49173	LINCOLN LIFE, EMPL SVCS(5H-26)	457 DEFRD: FEBRUARY 24 PAYROLL	9,375.00
49174	LINCOLN LIFE, EMPL SVCS(5H-26)	457 DEFRD: BOARD-FEBRUARY 2019	5,276.90
49175	OFFICE DEPOT	USB FLASH DRIVES	82.07
49176	RC'S FLOOR & CARPET CARE, ROBERT C. CROWLEY	STRIP AND WAX FLOORS	125.00
TOTAL AMOUNT OF CHECKS LISTED			\$ 292,910.82
12787	METROPOLITAN WATER DISTRICT	DECEMBER 2018 MWD WATER INVOICE	3,008,444.00
TOTAL AMOUNT OF WIRE TRANSFERS			\$ 3,008,444.00
2655	FEDERAL TAX PAYMENT	FED TAX: JANUARY 27 PAYROLL	196.52
2656	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: JANUARY 27 PAYROLL	255.82
2657	STATE TAX PAYMENT	STATE TAX: JANUARY 27 PAYROLL	53.34
2659	BASIC PACIFIC	HEALTH SAVINGS ACCT: JANUARY 27 PAYROLL	1,625.50
2660	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: JANUARY 27 PAYROLL	560.62
2663	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: JANUARY 30 PAYROLL - HAHN	175.88
2665	FEDERAL TAX PAYMENT	FED TAX: JANUARY 27 PAYROLL	12,510.66
2666	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: JANUARY 27 PAYROLL	15,264.39
2667	STATE TAX PAYMENT	STATE TAX: JANUARY 27 PAYROLL	4,908.02
2668	CALPERS-457 PLAN	PERS-457 DEFERRED COMP/EMPL LOAN: JANUARY 27 PAYROLL	2,351.39
2669	FEDERAL TAX PAYMENT	FED TAX: FEBRUARY 10 PAYROLL	12,966.58
2670	BASIC PACIFIC	HEALTH SAVINGS ACCT: FEBRUARY 10 PAYROLL	1,567.50



THREE VALLEYS MUNICIPAL WATER DISTRICT
 Warrant List
 February 2019

Item 8.4B - Exhibit A

General Checks 49099 through 49176
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 Payroll Checks 12383, 12386 through 12436

Check Number	Vendor	Description	Paid Amount
2671	PUBLIC EMPLOYEES RETIREMENT SY	PERS CONTR: FEBRUARY 10 PAYROLL	15,522.05
2672	STATE TAX PAYMENT	STATE TAX: FEBRUARY 10 PAYROLL	5,022.90
2673	CALPERS-457 PLAN	PERS-457 DEFERRED COMP: FEBRUARY 10 PAYROLL	3,030.00
2674	BASIC PACIFIC	HEALTH SAVINGS ACCT: BOARD-FEBRUARY 2019	516.66
2675	FEDERAL TAX PAYMENT	FED TAX: BOARD-FEBRUARY 2019	1,115.66
2676	STATE TAX PAYMENT	STATE TAX: BOARD-FEBRUARY 2019	520.89
2677	CALPERS-457 PLAN	PERS-457 DEFRD COMP: BOARD-FEBRUARY 2019	295.00
TOTAL AMOUNT OF PAYROLL WIRE TRANSFERS LISTED			\$ 78,459.38

PAYROLL SUMMARY

Check# 12383, 12386 - 12436

TOTAL AMOUNT OF PAYROLL CHECKS LISTED	\$ 145,907.78
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TOTAL February 2019 CASH DISBURSEMENTS	\$ 3,525,721.98
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THREE VALLEYS MUNICIPAL WATER DISTRICT
 Warrant List
 February 2019
 Umpqua Bank E-Payables Invoice Detail Check 49135
 Umpqua Bank Credit Cards Invoice Detail Check 49138

Item 8.4B - Exhibit A

Check Number	Vendor	Description	Paid Amount
49135	ACCENT COMPUTER SOLUTIONS, INC.	IT SERVICES - JAN/PROTECH BACKUP/365 BUSINESS/NOTEBOOK/PROJECTOR/WORKSTATIONS	12,965.51
49135	GROUND CONTROL SYSTEMS, INC.	IDIRECT EMERGENCY RESPONDER SERVICES FEE - JAN	279.00
49135	R & S OVERHEAD DOORS OF INLAND	GATE EXIT LOOPS INSTALL	6,102.40
49135	WECK LABORATORIES, INC.	LABORATORY TESTING FOR ALKALINITY	75.00
49135	VWR INTERNATIONAL INC.	RAGS/AUTOCLAVE BAGS/BUFFER SOLUTIONS	1,509.56
49135	WESTERN WATER WORKS SUPPORT	BUTTERFLY VALVES/RING GASKETS	2,484.20
TOTAL AMOUNT OF UMPQUA BANK E-PAYABLES SERVICES INVOICE			\$ 23,415.67
49138	ADVANCE AUTO SMOG CHECK CENTER	SMOG CHECK FOR DISTRICT VEHICLE	31.75
49138	ALL SEASONS PARTY SUPPLIES	2/2/19 RETIREMENT EVENT HELIUM RENTAL - HANSEN	99.00
49138	APPLE STORE	IPAD POWER ADAPTER/LIGHTNING TO USB CABLE	41.62
49138	ARMSTRONG NURSERY	RETIREMENT EVENT CENTERPIECES - HANSEN	285.90
49138	BROWN AND CALDWELL	INSTRUMENTATION/ELECTRICAL SYSTEM OPERATOR/EXECUTIVE ASSISTANT RECRUITMENT ADS	400.00
49138	CLAREMONT CHAMBER OF COMMERCE	3/5/19 STATE OF THE CITY LUNCHEON - BOWCOCK	40.00
49138	INDUSTRY BUSINESS COUNCIL	1/17/19 STATE OF THE CITY LUNCHEON - DE JESUS / 2/21/19 EMPLOYMENT LAW UPDATE - COHN	60.00
49138	LUCABELLA AT THE WALKER HOUSE	1/10/19 RETIREMENT EVENT - HANSEN	2,959.50
49138	MISCELLANEOUS VENDORS	EVENTS REGISTRATIONS & EXPENSES - JAN	1,171.06
49138	SHERATON FAIRPLEX	2/28/19 LEADERSHIP BREAKFAST DEPOSIT	500.00
49138	SOME CRUST BAKERY	2/2/19 RETIREMENT EVENT CUPCAKES - HANSEN	763.80
49138	UMPQUA BANK	REBATE	(2,817.00)
49138	WATER DISTRICT JOBS	INSTRUMENTATION/ELECTRICAL SYSTEM OPERATOR RECRUITMENT AD	175.00
49138	WAYFAIR.COM	COFFEE TABLE - LITCHFIELD	123.72
TOTAL AMOUNT OF UMPQUA BANK CARD SERVICES INVOICE			\$ 3,834.35



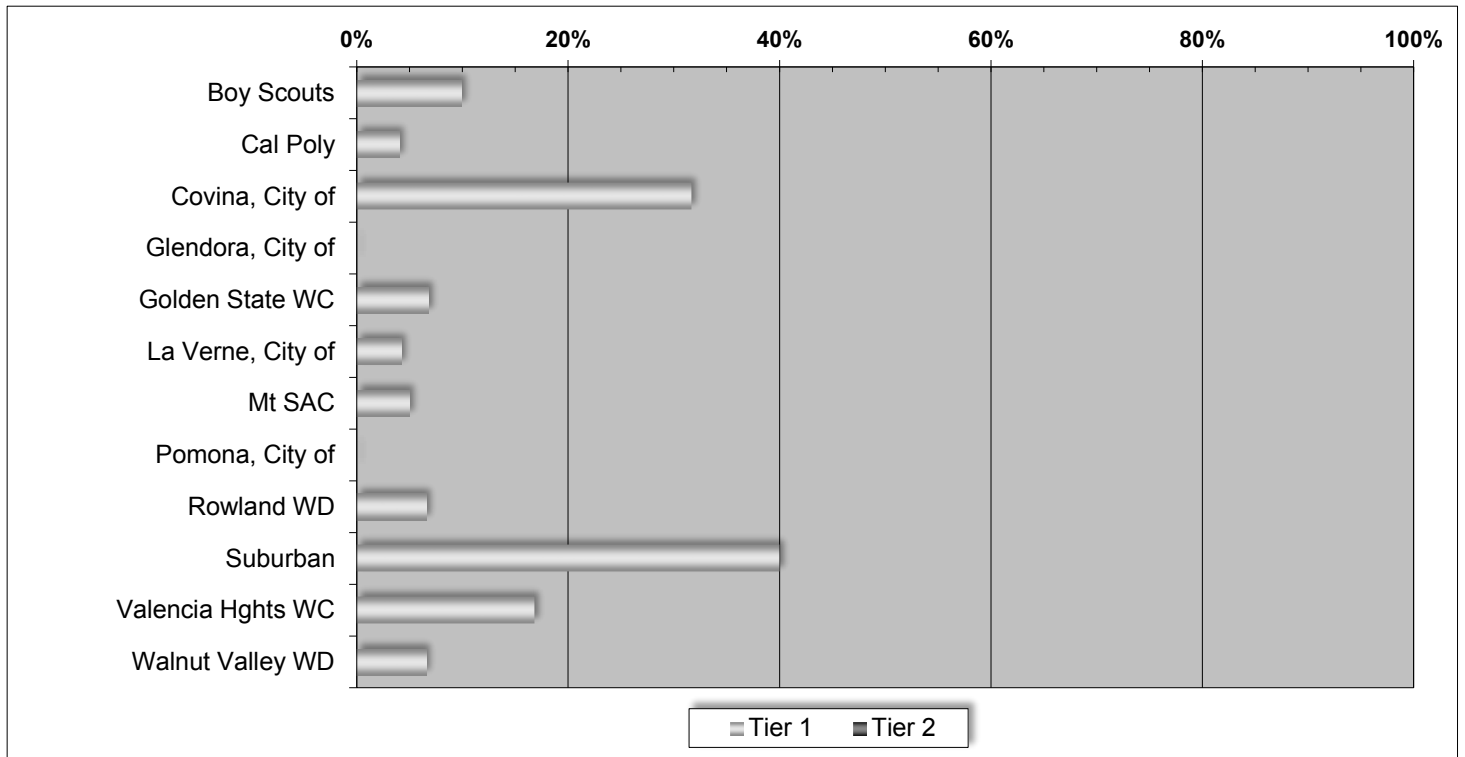
**Tier 1 Balance (in Acre-Feet)
Calendar Year 2019
(through February 2019)**

Agency	Tier 1 Allocation					Balance
		Weymouth	Miramar	CIC	Spreading	
Boy Scouts of America	36	3.5	0.0	0.0	0.0	32.1
Cal Poly Pomona	269	10.7	0.0	0.0	0.0	258.3
Covina, City of *	1,568	0.0	0.0	496.2	0.0	1,071.8
Glendora, City of *	4,101	0.0	0.0	0.0	0.0	4,101.3
Golden State Water Company *	15,714	523.1	480.9	48.9	0.0	14,661.0
La Verne, City of	8,026	0.0	331.6	0.0	0.0	7,694.7
Mt San Antonio College	699	34.6	0.0	0.0	0.0	664.4
Pomona, City of *	7,052	0.0	0.0	0.0	0.0	7,052.2
Rowland Water District *	14,741	813.3	148.2	0.0	0.0	13,779.4
Suburban Water Systems *	1,961	27.7	0.0	755.6	0.0	1,177.6
Three Valleys MWD	NA				0.0	NA
Valencia Heights Water Co *	464	0.0	0.0	77.6	0.0	386.4
Walnut Valley Water District *	26,057	1,386.5	309.9	0.0	0.0	24,360.4

* 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 = 5,498
TVMWD Tier 1 Balance = 75,190

Overage by Individual Agencies 0.0



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

FEBRUARY 2019

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 February (results of the combined filter effluent)

		Units	Results	Limits	
Turbidity	TU	NTU	0.068	0.3	<i>Results should be less than limits to comply</i>
Total Dissolved Solids	TDS	mg/l	230	500	
Total Trihalomethanes	TTHM	µg/l	58.1-61.5	80	<i>Ranges from 4 distribution locations (Dec results)</i>
Haloacetic Acids	HAA	µg/l	18.4-21.8	60	
		Units	Results	Minimum Limit	
Total Organic Carbon	TOC	RAA Ratio	1.16	1.00	<i>* RAA Results should be greater than minimum limit to comply</i>

Reportable violations made to SWRCB: **NONE**

*RAA - Running Annual Average

Monthly Plant Production

		Capacity	Monthly %
Potable water produced from Miramar Plant	570.5 AF	1666.1 AF	34.2%

Monthly Well Production

	Days in service		Same month prior year	Days in service
Well #1	4	4.8 AF	14.1 AF	14
Well #2	4	8.5 AF	61.7 AF	22
Total monthly Well production		13.3 AF	75.8 AF	

Monthly Sales

La Verne	138.0 AF	23.6%
GSWC (Claremont)	137.2	23.5%
GSWC (San Dimas)	52.7	9.0%
PWR-JWL	254.6	43.6%
Pomona (Mills)	0.0	0.0%
TVMWD Admin	1.3	0.2%
Total Potable Water Sold	583.8 AF	100.0%

Year To Date 2018-19

	Actual	Budget	% of Budget
Potable Water Sold from Miramar Plant (94.9%)	11,820.2 AF	10,202.1 AF	115.9%
Total Well Production (5.1%)	638.3	856.7	74.5%
Total Potable Water Sold (Plant & Wells)	12,458.5 AF	11,058.8 AF	112.7%
Average monthly water sold	1,557.3 AF		

Hydroelectric Generation (kWh) FY 2018-19

	Monthly kWh		YTD kWh		
	Actual	Budget	Actual	Budget	% of Budget
Miramar					
Hydro 1	14,115	83,042	1,280,938	941,143	136.1%
Hydro 2	44	12,811	683	132,918	0.5%
Hydro 3	7,342	25,969	125,187	269,424	46.5%
Williams	14,720	57,832	1,059,520	528,753	200.4%
Fulton	0	23,205	396,840	262,991	150.9%
	36,221	202,859	2,863,168	2,135,229	134.1%

Operations/Maintenance Review

Special Activities

- ▶ Interviews were held for the new Instrumentation/ Electrical position. The second round of interviews will be done in February.
- ▶ Diver Dan completed his underwater inspection of Reservoir #1 & Reservoir #2. He will send a full report noting any issues with the covers, sediment levels, walls and floor conditions.
- ▶ Operations staff drained and cleaned the north sedimentation basin. Permanent ladders were installed at the north basin for safer access during cleaning and maintenance.
- ▶ Kone Cranes performed inspections of all District cranes. The safety inspections are required by OSHA every 90 days.
- ▶ City of La Verne had its second major electric system failure at the 6th/White connection causing damage to the Districts meter, actuator, wiring and UPS system.

Outages/Repairs

- ▶ There were three scheduled SCE power outages: one at the Mills Connection, at Indian Hill/Baseline and one at the Fulton Hydro for upgrades and maintenance.


Unbudgeted Activities

- ▶ None

Other

- ▶ District staff provided a two tours to students from Glendora Cullen Elementary. A tour was also given to a group of engineering college students from Cal Poly Pomona.

Submitted by: _____


Steve Lang
Operations Manager


Distribution:

Board of Directors
General Manager
Chief Engineering & Operations Officer



Board of Directors Staff Report

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: March 20, 2019

Subject: **FY 2019-20 Annual Purchase Orders**

<input checked="" type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input type="checkbox"/> Information Only	<input checked="" type="checkbox"/> Funds Budgeted:	\$1,500,000

Staff Recommendation:

Staff is recommending approval of standing purchase orders for FY 2019-20 for the vendors listed below.

Discussion:

General purchases exceeding \$50,000 and public projects exceeding \$200,000 are to be approved by the Board. Staff has listed below vendors/contractors used on an ongoing basis. Staff felt it appropriate to bring these before the Board for consideration for next fiscal year.

- ACWA Joint Powers Insurance Authority (JPIA) - \$675,000 for medical, dental, vision, life, liability, property and workers' compensation insurance. This activity is categorized as section E professional services of the purchasing policy. TVMWD has utilized JPIA for several years. Staff consistently fields requests from other providers to quote our business, however none have come close to matching the cost for the value of benefits provided. In addition, staff serves as a member of JPIA's Employee Benefits Program Committee. For all these reasons, staff feels JPIA qualifies as a single source vendor.
- Brunick, McElhaney & Kennedy Professional Law Corporation - \$140,000 for legal services. This activity is categorized as section E professional services of the purchasing policy. Brunick, McElhaney & Kennedy has been with TVMWD for decades. Staff feels Mr. Kennedy's qualifications and history with TVMWD at a very reasonable fee justifies qualification as a single source vendor.
- Michael J. Arnold and Associates - \$75,000 to serve as state legislative lobbyist. This activity is categorized as section E professional services of the purchasing policy. Mr. Arnold has served as TVMWD's state lobbyist for over 15 years. Staff feels Mr. Arnold's qualifications and history with TVMWD justifies qualification as a single source vendor.

Chemicals - Chemicals are categorized as section B general supplies of the purchasing policy, normally requiring competitive bids. However, chemicals meet the exception to competitive offer requirements as a good with significant market fluctuation. Requiring a guaranteed price for a year would cost more than simply paying the ebbs and flows of the current market price. Senior staff frequently compares pricing to obtain the lowest cost for each order.

- JCI Jones Chemicals - \$80,000 for chlorine
 - Kemira Water Solutions - \$120,000 for aluminum chlorohydrate
 - Univar USA and Brenntag Pacific - \$130,000 for sodium hydroxide
 - Alpine Technical Services - \$85,000 for algaecide (EarthTec)
- Denali Water Solutions - \$65,000 for sludge removal services. This activity is categorized as section E professional services of the purchasing policy. Denali removes, transports and disposes the sludge generated during the residual management process. Denali has provided service to TVMWD since 2014. The cost for this service has increased recently due to an increased distance required for disposal. Staff has considered many other options including transport via TVMWD staff, however no option yet has proven as cost effective as Denali.
 - CLS Landscape Management - \$55,000 for landscape maintenance for TVMWD's various infrastructure sites. This activity is categorized as section D general trade services of the purchasing policy, requiring competitive bids. In addition to the monthly landscape maintenance service, CLS performs additional services, including trimming and removing trees, replacing and repairing sprinklers, and mulch replacement. This service was recently competitively bid (July 2016) and staff has been pleased with CLS's performance.
 - Hach Company - \$75,000 for lab supplies, specialized equipment and servicing, categorized as section C proprietary equipment and goods and section E professional services of the purchasing policy. TVMWD uses multiple items of Hach equipment where the corresponding supplies and servicing can only be from Hach.

Strategic Plan Objective(s):

3.3 – Be accountable and transparent with major decisions

Attachment(s):

None


Meeting History:

Board of Directors Meeting, March 6, 2019, Informational Item Only

MC/JL



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: Approval of Resolution No. 19-04-846 for County Sanitation District Tax Sharing Resolution: Annexation No. 21-761

<input checked="" type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

Staff is recommending approval of...

1. Three Valleys Municipal Water Resolution Number 19-01-846 for County Sanitation District Tax Sharing Resolution Annexation No. 21-761; and
2. Direct staff to return the documents back to the County Sanitation District of Los Angeles County with proper documentation.

Discussion:

The applicants for projects have requested annexation of their respective properties to the County Sanitation District to receive off-site sewage disposal. The annexation process requires that a resolution for property tax revenue exchange be adopted by all of the affected agencies prior to approval.

Three Valleys will not lose any existing ad valorem tax revenue it currently receives from the affected territories; Three Valleys would give up a portion of the revenue received from future “increased assessed valuation only.”

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

Project No.	TVMWD Current Tax Share	Percent	Adjustments	TVMWD Net Share
<i>The property consists of three proposed single-family homes</i>				
21-761	0.003296064	0.3296%	-0.000024264	0.003271800

Upon execution and receipt of the documents, fully conformed copies will be provided back to Three Valleys Municipal Water District.

Strategic Plan Objective(s):

3.3 – Be accountable and transparent with major decisions

Attachment(s):

Exhibit A - Resolution No. 19-04-846 for County Sanitation District Tax Sharing
Resolution: Annexation No. 21-761

Meeting History:

None

MC/KH

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. 761"

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. 761*;

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. 761* is approved and accepted.
2. For each fiscal year commencing on and after July 1, 2018 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 0.8936610 percent of the annual tax increment attributable to the land area encompassed within *Annexation No. 761* 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. 761*.

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

Bob Kuhn, President

PRINT NAME AND TITLE

April 3, 2019

Date

ATTEST:

Secretary, Brian Bowcock

(SIGNED IN COUNTERPART)

ANNEXATION TO: CO.SANITATION DIST.NO 21 DEBT S.
 ACCOUNT NUMBER: 066.80
 TRA: 02731
 EFFECTIVE DATE: 07/01/2019
 ANNEXATION NUMBER: 761 PROJECT NAME: A-21-761
 DISTRICT SHARE: 0.007361796

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.231816516	23.1825 %	0.007361796	0.001706595	-0.001746495	0.230070021
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000094463	0.0094 %	0.007361796	0.000000695	0.000000000	0.000094463
003.01	L A COUNTY LIBRARY	0.018358383	1.8358 %	0.007361796	0.000135150	-0.000135150	0.018223233
007.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.145248686	14.5248 %	0.007361796	0.001069291	-0.001069291	0.144179395
007.31	L A C FIRE-FFW	0.005325578	0.5325 %	0.007361796	0.000039205	0.000000000	0.005325578
030.10	L.A.CO.FL.CON.DR.IMP.DIST.MAINT.	0.001274515	0.1274 %	0.007361796	0.000009382	-0.000009382	0.001265133
030.70	LA CO FLOOD CONTROL MAINT	0.007212337	0.7212 %	0.007361796	0.000053095	-0.000053095	0.007159242
128.01	CITY-CLAREMONT TD #1	0.116273910	11.6273 %	0.007361796	0.000855984	-0.000855984	0.115417926
365.05	THREE VALLEY MWD ORIG AREA	0.003296064	0.3296 %	0.007361796	0.000024264	-0.000024264	0.003271800
400.00	EDUCATIONAL REV AUGMENTATION FD	0.078865462	7.8865 %	0.007361796	0.000580591	EXEMPT	0.078865462
400.01	EDUCATIONAL AUG FD IMPOUND	0.168070700	16.8070 %	0.007361796	0.001237302	EXEMPT	0.168070700
400.15	COUNTY SCHOOL SERVICES	0.001171532	0.1171 %	0.007361796	0.000008624	EXEMPT	0.001171532
400.21	CHILDREN'S INSTIL TUITION FUND	0.002325157	0.2325 %	0.007361796	0.000017117	EXEMPT	0.002325157
791.04	CITRUS COMMUNITY COLLEGE DIST	0.020563338	2.0563 %	0.007361796	0.000151383	EXEMPT	0.020563338
791.20	CHILDREN'S CTR FUND CITRUS C C	0.000536334	0.0536 %	0.007361796	0.000003948	EXEMPT	0.000536334
842.03	CLAREMONT UNIFIED SCHOOL DIST	0.192162813	19.2162 %	0.007361796	0.001414663	EXEMPT	0.192162813
842.06	CO.SCH.SERV.FD.- CLAREMONT	0.006669774	0.6669 %	0.007361796	0.000049101	EXEMPT	0.006669774
842.07	DEV.CTR.HDCPD.MINOR-CLAREMONT	0.000734438	0.0734 %	0.007361796	0.000005406	EXEMPT	0.000734438
***066.80	CO.SANITATION DIST.NO 21 DEBT S.	0.000000000	0.0000 %	0.007361796	0.000000000	0.000000000	0.003893661

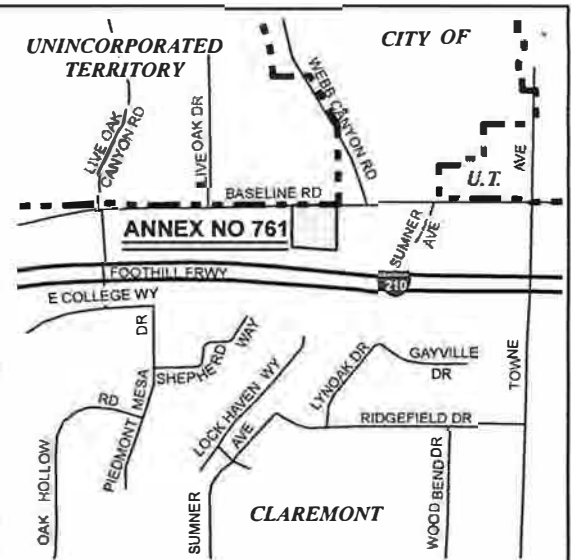
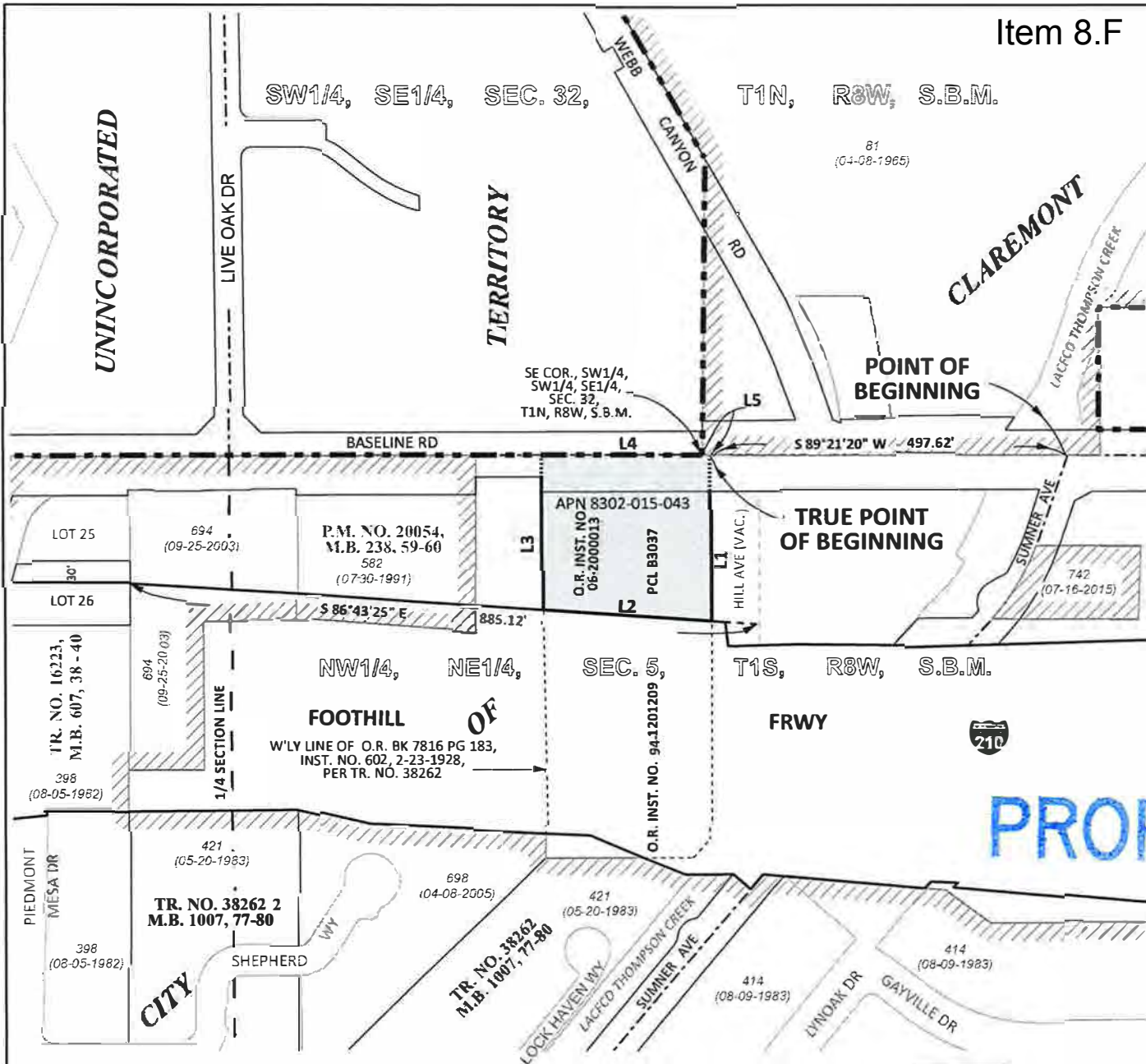
ANNEXATION NUMBER: 761

PROJECT NAME: A-21-761

TRA: 02731

<u>ACCOUNT #</u>	<u>TAXING AGENCY</u>	<u>CURRENT TAX SHARE</u>	<u>PERCENT</u>	<u>PROPOSED DIST SHARE</u>	<u>ALLOCATED SHARE</u>	<u>ADJUSTMENTS</u>	<u>NET SHARE</u>
		TOTAL: 1.000000000	100.0000 %		0.007361796	-0.003893661	1.000000000

Item 8.F

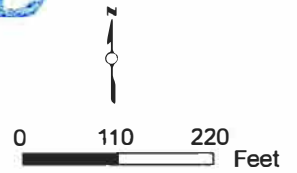


VICINITY MAP
NO SCALE

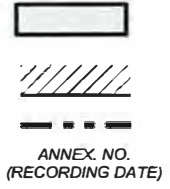
COURSE DATA

L1	S00°37'40"E	235.94'
L2	N86°43'25"W	235.55'
L3	N00°37'40"W	219.84'
L4	N89°21'20"E	217.85'
L5	N89°21'20"E	17.15'

PROPOSED



- Annexation No. 761 shown thus
- Boundary of Sanitation District No. 21 prior to Annexation No. 761 shown thus
- City Boundary
- Prior Annexations shown thus
- Area of Annexation 1.230 Acres



COUNTY SANITATION DISTRICT NO. 21
OF LOS ANGELES COUNTY, CA
OFFICE OF CHIEF ENGINEER
GRACE ROBINSON HYDE
CHIEF ENGINEER & GENERAL MANAGER

ANNEXATION NO. 761
TO
COUNTY SANITATION DISTRICT NO. 21

Recorded:

LA County Assessor Landbase 2018,
CAMS Centerline, DPW City boundary
LA County Sanitation Districts:
AnnexationLayer and District Layer

RESOLUTION NO. 19-04-847

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THREE VALLEYS MUNICIPAL WATER DISTRICT
CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY (ACWA-JPIA)**

WHEREAS, the Three Valleys Municipal Water District (“the District”) is a member district of the ACWA-JPIA; and

WHEREAS, the Bylaws of the ACWA-JPIA provide that in order for a nomination to be made to ACWA-JPIA’s Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA-JPIA member district, the Vista Irrigation District has requested that this District concur in its nomination of its member of the ACWA-JPIA Board of Directors to the Executive Committee of the ACWA-JPIA;

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Three Valleys Municipal Water District concur with the nomination of Paul E. Dorey of the Vista Irrigation District to the Executive Committee of the ACWA-JPIA.

BE IT FURTHER RESOLVED, that the District Executive Assistant is hereby directed to transmit a certified copy of this resolution to the ACWA-JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith

ADOPTED and PASSED at a meeting of the Three Valleys Municipal Water District’s Board of Directors, on this 3rd day of April, 2019 by the following vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0

Bob G. Kuhn, President

ATTEST:

Brian Bowcock, Secretary

SEAL:



1391 Engineer Street • Vista, California 92081-8840
Phone (760) 597-3100 • Fax: (760) 598-8757
www.vidwater.org

RECEIVED

FEB 28 2019

THREE VALLEYS MWD

Support

Board of Directors

Jo MacKenzie, *President*
Paul E. Dorey
Marty Miller
Patrick H. Sanchez
Richard L. Vásquez

Administrative Staff

Brett L. Hodgkiss
General Manager
Lisa R. Soto
Board Secretary
David B. Cosgrove
General Counsel

February 25, 2019

ACWA/JPIA Member Agencies

Re: Nomination of Paul E. Dorey to the
California Water Insurance Fund Board of Directors
(an ACWA JPIA Captive Insurance Company)

Dear General Manager:

The Vista Irrigation District (VID) has nominated Board member Paul E. Dorey to serve on the California Water Insurance Fund Board of Directors. Elections will take place at the JPIA Board of Directors meeting on May 6, 2019 at the Spring ACWA Conference in Monterey, California.

Paul has served as VID’s representative to the JPIA Board of Directors for 12 years, and he has been a member of the JPIA Liability Subcommittee for 9 years. We hope your organization will concur with this nomination.

As a member of ACWA JPIA, Vista Irrigation District requests that your Board submit a resolution of support **concurring** with the nomination of Paul Dorey to serve on the California Water Insurance Fund, and vote for him at the election. As you can see from the attached background information regarding Paul Dorey, he is well qualified for this position. All concurring nominations must reach the JPIA office to the attention of Sylvia Robinson at P.O. Box 619082, Roseville, CA 95661-9082 by 4:30 p.m. on Friday, March 22, 2019. If you have any questions, please feel free to contact me.

Thank you for your consideration.

Sincerely,

Brett Hodgkiss
General Manager

Attachments:

- Statement of candidacy for Paul E. Dorey
- Vista Irrigation District nominating resolution
- Sample concurring resolution

Paul E. Dorey

Statement of Candidacy for Board of Directors

California Water Insurance Fund *(an ACWA/JPIA Captive Insurance Company)*



I am seeking candidacy to become an at-large member of the Board of Directors for the California Water Insurance Fund (Fund). As a member of the Fund's Board of Directors, I will perform my duties and make decisions to guide the captive insurance company to most effectively benefit our member agencies. I will take my responsibility seriously and serve as a useful and productive member of the Fund's Board of Directors.

I have served on the ACWA/JPIA Board of Directors since 2007. During the last nine years, I have had the privilege of serving on the Liability Committee of the JPIA. The Liability Committee has successfully kept its focus on providing member agencies with the most comprehensive, affordable and reliable liability insurance possible. Our Committee has recommended significant reductions in the premiums paid by member agencies while also increasing the insurance coverages provided.


I was elected to the Vista Irrigation District Board of Directors in 2006. The District provides water service to over 135,000 residents in northern San Diego County. I served on the Board of Directors of the Groundwater Resources Association of California, and I currently serve on the San Luis Rey Watershed Council and the Southern California Water Coalition. My wife Nancy and I have lived in Vista since 1971, where we raised our two daughters.

My forty-eight years of public service, first in the United States Marine Corps and then in the water industry, have given me the necessary experience and background to serve as a member of the California Water Insurance Fund Board of Directors. My past experience has helped me recognize the importance of safety and risk management and the value of developing appropriate policies and procedures, as well as establishing conservative fiscal controls. I value your trust and will honor it if elected to the California Water Insurance Fund Board of Directors.

Thank you for your support. If you have any questions about my candidacy, feel free to contact me at (760) 208-5263 or Paul.Dorey@vidwater.org.



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: March 20, 2019
Subject: **Budget Amendment – Hydropneumatic Tank Replacement (Project No. 58460)**

<input checked="" type="checkbox"/> For Action	<input checked="" type="checkbox"/> Fiscal Impact	\$ 127,000
<input type="checkbox"/> Information Only	<input checked="" type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

Staff is recommending approval of the attached budget amendment to increase the allotted budget for the Hydropneumatic Tank Replacement Project by \$127,000.

Discussion:

The Hydropneumatic Tank Replacement Project was designed to modify the delivery system for Miramar’s plant process water. The upgrade involves the elimination of an outdated pressure vessel and replacing it with variable speed drives to optimize the operation of the pumps that deliver water for the plant’s needs (e.g. chemical feed, filter sprayers, etc.). When this project was initially envisioned, it was combined with the Reservoir Effluent Pump Station Project, which now supplies the potable water supply to the site’s buildings.

As both designs progressed and the details for each came to light, staff recognized that the initial budget for the combined projects was set too low. It also became apparent that the two projects could and should be separated for ease of planning and construction. When the projects were separated, a sufficient budget was maintained for the Reservoir Effluent Pump Station since it was to be constructed first. Meanwhile, the balance of the initial budget was left for the Hydropneumatic Tank Replacement knowing that it was insufficient to complete the project. Staff planned to later request an amendment to that budget once the construction costs were better known.

Fortunately, another project (6th/White Meter Replacement) during the current fiscal year was completed well under its allotted budget. This allows the District to draw from that balance without affecting reserves or adversely impacting the overall FY 2018-19 budget.

Staff is therefore requesting that the budget for the Hydropneumatic Tank Replacement Project be increased by \$127,000 to a total of \$164,643.

Strategic Plan Objective(s):

- 1.5 Maintain water infrastructure to assure 100% reliability.
- 2.3 Manage water infrastructure and staff operations to minimize costs.
- 3.3 Be accountable and transparent with major decisions.

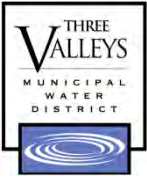
Attachment(s):

Exhibit A – Budget Amendment

Meeting History:

None

[MC/MCG]



BUDGET AMENDMENT

To: Finance Department

Fiscal Year: _____

From: _____
Department

Date: _____

Subject: _____

Please process this request and distribute the budget amendment as follows:

Expenditure Amendment

Ref No.	Line Item Description	Account Number	FY Budget (\$)			Reserve Funds (\$)		
			Existing	Change (+/-)	Revised	Existing	Change (+/-)	Balance
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
NET CHANGE:								

Attach staff report, motion, committee and/or board minutes associated with this budget amendment

YES NO

Committee Review: _____ Date: _____

Board Approval: _____ Date: _____

Chief Finance Officer Signature _____ Date: _____


General Manager Signature _____ Date: _____

- Amendment Procedure**
1. If required by District policy, General Manager requests Board approval of budget amendment. Request to amend budget must be included in the staff report.
 2. Upon Board approval, the Finance Department secures all necessary signatures to complete the Budget Amendment form. The staff report and board minutes, if any, should be attached to the form.
 3. Finance Department maintains all appropriate documentation and processes the budget entry.
 4. A fiscal year file will also be kept to hold all budget amendment forms for auditor review.

Finance Dept Use Only	
Date Received	_____
Board Report Date	_____
Motion #	_____
Date Posted	_____
Posted By	_____



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2018
Subject: Chino Basin Program Memorandum of Understanding

<input checked="" type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

Staff is recommending approval of the Chino Basin Program Memorandum of Understanding.

Discussion:

The Inland Empire Utilities Agency (IEUA) applied for Proposition 1 funding for the Chino Basin Program (CBP) - a revolutionary, first-of-its-kind program that was developed to help the region move beyond traditional water management practices and into a new era of water optimization.

The California Water Commission approved conditional funding of \$206.9 million for the CBP through the Proposition 1 Water Storage Investment Program in 2018. Proposition 1 funding will account for 54% of the \$385 million project cost and is the largest funding award IEUA has received.

The CBP involves the construction of an advanced water treatment facility and distribution system that will treat and store up to 15,000 acre-feet per year of recycled water for 25 years in the Chino Basin Water Bank, creating a new local water supply. The CBP will also provide additional needed infrastructure within the Chino Basin for added groundwater treatment and interconnections to provide added flexibility. During dry or critically dry years, CBP’s partnership with an existing State Water Project Contractor will allow exchange of up to 50,000 acre-feet per year from the Chino Basin resulting in ecosystem benefits north of the Delta.

Staff has been actively engaged with the CBP Workgroup since December 2018 to provide local input in the development of a regional program that best meets the current and future needs of the Chino Basin as a whole. The intent of the CBP Workgroup is to establish a stakeholder working group that would collaborate in the development of the

project components, funding assistance for local projects, and performance requirements.

The CBP provides an unprecedented opportunity to deliver already identified needed water system improvements earlier, at a lower cost, and secure access to water supplies for the future – through a revolutionary, collaborative new approach to making every drop count.

The attached Memorandum of Understanding is substantively non-binding on the Parties but expresses the agreement and commitment of the Parties to initiate the process to work collaboratively, in good faith, to identify issues of common concern, and goals and solutions which are of common benefit to the Parties, and which may ultimately be implemented through the CBP.

Strategic Plan Objective(s):

- 1.3 - Maintain diverse sources of water supplies and storage, and increase extractable water storage supplies to 10,000
- 1.4 - Capable of delivering 10,000 AFY from local sources in case of drought or catastrophe
- 2.5 - Obtain grant funding to offset capital investment projects

Attachment(s):

Exhibit A –Memorandum of Understanding

Meeting History:

None

MC/ML

Chino Basin Program
Memorandum of Understanding

This Memorandum of Understanding (“MOU”) is entered into effective _____, 2019, between various Chino Basin stakeholders (“Stakeholders”) and the Inland Empire Utilities Agency (“IEUA”) (collectively, the “Parties”).

Whereas, Parties have developed and approved various planning documents that have identified the need for investment in infrastructure within the Chino Basin. These investments would help address various sustainability objectives of the Chino Basin Optimum Basin Management Program (OBMP), such as, recycled water compliance, groundwater quality, storage and recovery programs, and subsidence mitigation. The Parties are currently in the process of updating the OBMP.

WHEREAS, IEUA received a conditional funding approval of \$207 million through the California Proposition 1 Water Storage Investment Program.

WHEREAS, IEUA has established the Chino Basin Program (“CBP”) Workgroup to help provide local input in the development of a regional program that best meets the current and future needs of the individual Stakeholders and the Chino Basin as a whole.

WHEREAS, formal funding approval of the CBP requires development of a refined project, including operations, finance, environmental permitting and all associated institutional agreements. A formal CBP Agreement amongst the Parties is essential for successful agreements with State Water Project Contractors and administering agencies.

WHEREAS, this MOU is substantively non-binding on the Parties, but expresses the agreement and commitment of the Parties to initiate the process to work collaboratively, in good faith, to identify issues of common concern, and goals and solutions which are of common benefit to the Parties, and which may ultimately be implemented through the CBP.

NOW, THEREFORE, the Parties hereby make the following mutual commitments:

1. Work together in good faith to cooperatively plan and evaluate a strategy for the successful development of the CBP and receipt of the \$207 million funding.
2. Collaborate to refine the CBP components, including, but not limited to, water supply sources, infrastructure requirements operations, performance obligations, program costs and Basin impacts to optimize the benefits for the Chino Basin and the individual Stakeholders.
3. Develop a CBP Agreement.
4. Support securing additional grants and other funding sources for the CBP.
5. All Parties will work together in good faith to ensure that the CBP Agreement is negotiated and ready for potential execution by Summer 2019, recognizing the urgency of completing the institutional agreements by 2020.

This MOU may be signed in identical counterparts, each of which shall be deemed to be an original and shall constitute one MOU.

Executed this _____ day of April 2019 by:

**Three Valleys Municipal Water
District**

Signature Date

Name:

Title:



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: Legislative Update – April 2019

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Attached for monthly review is the *California Legislative Calendar* for 2019. The deadline for bill introduction has passed and bills are now in the mid-stages of the committee hearing process. The legislature will be on Spring Break during the middle of April, after which time they will be back in full force to lobby their bills.

Also included with this memo is the monthly Legislative Status Report, prepared by our legislative lobbyist Mike Arnold & Associates. Staff has already taken active positions on ten bills and unlike in most years, many of these initial bills are good pieces of legislation that we are supporting.

Staff will be reporting to the board today with a short “review-to-date” summary presentation on the bills we’ve acted on thus far in 2019.

Strategic Plan Objective(s):

1.7 – Advocate for a Bay-Delta fix

3.5 – Ensure that all of the region’s local government policy makers understand TVMWD’s role in the delivery of water.

Attachment(s):

Exhibit A – 2019 Legislative Calendar

Exhibit B – Legislative Status Report

Meeting History:

None



2019 Legislative Calendar

January 1	2019 Statutes take effect
January 7	Legislature reconvenes.
January 10	Budget Bill must be submitted by Governor.
January 25	Last day to submit bill requests to the Office of Legislative Counsel
February 22	Last day for bills to be introduced.
April 11	Spring Recess begins at the end of this day's session.
April 22	Legislature reconvenes from Spring Recess.
April 26	Last day for policy committees to meet and report to Fiscal Committees fiscal bills introduced in their house.
May 3	Last day for policy committees to meet and report to the floor non-fiscal bills introduced in their house.
May 10	Last day for policy committees to meet prior to June 3.
May 17	Last day for Fiscal Committees to hear and report bills to the floor, bills introduced in their house. Last day for Fiscal Committees to meet prior to June 3.
May 28-31	Floor session only. No committees, other than conference or Rules Committee, may meet for any purpose.
May 31	Last day for bills to be passed out of the house of origin.
June 3	Committee meetings may resume.
June 15	Budget bill must be passed by midnight.
July 10	Last day for policy committee to hear and report fiscal bills to Fiscal Committee.
July 12	Last day for policy committees to meet and report bills. Summer Recess begins upon adjournment, provided Budget Bill has been passed.
August 12	Legislature reconvenes from Summer Recess.
August 30	Last day for Fiscal Committees to meet and report bills to the floor.
September 3-13	Floor Session Only. No committee, other than conference and Rules Committee, may meet for any purpose.
September 6	Last day to amend bills on the Floor.
September 13	Last day for each house to pass bills. Interim Study Recess begins upon adjournment.
October 13	Last day for Governor to sign or veto bills passed by the Legislature on or before September 13.

Three Valleys Municipal Water Department

Legislative Status Report – April 2019

- AB 5** **Gonzalez D** **Worker status: independent contractors.**
 Text Version: Introduced: 12/3/2018 Position: Watch
 [html](#) [pdf](#)
 Status: 3/25/2019-Referred to Com. on L. & E.
- Existing law, as established in the case of Dynamex Operations West, Inc. v. Superior Court of Los Angeles (2018) 4 Cal.5th 903 (Dynamex), creates a presumption that a worker who performs services for a hirer is an employee. Existing law requires a 3-part test, commonly known as the “ABC” test, to establish that a worker is independent contractor. This bill would state the intent of the Legislature to include provisions within this bill would codify the decision in the Dynamex case and clarify its application.
- AB 11** **Chiu D** **Community Redevelopment Law of 2019.**
 Text Version: Introduced: 12/3/2018 Position: Watch
 [html](#) [pdf](#)
 Status: 1/17/2019-Referred to Coms. on H. & C.D. and L. GOV.
 4/10/2019 9:30 a.m. - State Capitol, Room 126 ASSEMBLY HOUSING AND COMMUNITY
 Calendar: DEVELOPMENT, CHIU, Chair
- The California Constitution, with respect to any taxes levied on taxable property in a redevelopment project established under the Community Redevelopment Law, as it then read or may be amended, authorizes the Legislature to provide for the division of those taxes under a redevelopment plan between the taxing agencies and the redevelopment agency, as provided. This bill, the Community Redevelopment Law of 2019, would authorize a city or county, or two or more cities acting jointly, to propose the formation of an affordable housing and infrastructure agency by adoption of a resolution of intention that meets specified requirements, including that the resolution of intention include a passthrough provision and an override passthrough provision, as defined. The bill would require the city or county to submit that resolution to each affected taxing entity and would authorize an entity that receives that resolution to elect to not receive a passthrough payment, as provided. The bill would require the city or county that adopted that resolution to hold a public hearing on the proposal to consider all written and oral objections to the formation, as well as any recommendations of the affected taxing entities, and would authorize that city or county to adopt a resolution of formation at the conclusion of that hearing. The bill would then require that city or county to submit the resolution of intention to the Strategic Growth Council for a determination as to whether the agency would promote statewide greenhouse gas reduction goals. The bill would require the council to approve formation of the agency if it determines that formation of the agency both (1) would not result in a state fiscal impact, determined as specified by the Controller, that exceeds a specified amount and (2) would promote statewide greenhouse gas reduction goals. The bill would deem an agency to be in existence as of the date of the council’s approval. The bill would require the council to establish a program to provide technical assistance to a city or county desiring to form an agency pursuant to these provisions. This bill contains other related provisions and other existing laws.
- AB 60** **Friedman D** **Water conservation: water meters: accuracy standards.**
 Text Version: Amended: 2/25/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/25/2019-From committee: Be re-referred to Com. on W., P., & W. Re-referred. (Ayes 12. Noes
 0.) (March 25). Re-referred to Com. on W., P., & W.
 Calendar: 4/9/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 WILDLIFE, GARCIA, EDUARDO, Chair

Existing law requires the State Energy Resources Conservation and Development Commission to establish design and construction standards and energy and water conservation design standards for new residential and new nonresidential

buildings to reduce the wasteful, uneconomic, inefficient, or unnecessary consumption of energy, including energy associated with the use of water. Existing law requires the commission to establish minimum levels of operating efficiency to promote the use of energy and water efficient appliances, including landscape irrigation equipment. This bill would require the commission, on or before January 1, 2022, to adopt regulations setting standards for the accuracy of water meters, as described. The bill would prohibit any water meter manufactured on or after the effective date of those regulations from being sold or offered for sale in the state, or installed by a water purveyor, unless it is certified by the manufacturer to be in compliance with those standards. Notwithstanding these provisions, the bill would require the regulations to include an exception for purchase of a noncompliant water meter pursuant to a contract entered into before January 1, 2020, and the subsequent installation of that water meter. The bill would allow a water purveyor to maintain water meters that are installed as of the effective date of the regulations, or pursuant to that exception, until the end of their useful service, as determined by the water purveyor.

AB 68 **Ting D** **Land use: accessory dwelling units.**
 Text Version: Introduced: 12/3/2018 Position: Watch
 [html](#) [pdf](#)
 Status: 1/17/2019-Referred to Coms. on H. & C.D. and L. GOV.
 4/3/2019 9:30 a.m. - State Capitol, Room 127 ASSEMBLY HOUSING AND COMMUNITY
 Calendar: DEVELOPMENT, CHIU, Chair

The Planning and Zoning Law authorizes a local agency to provide, by ordinance, for the creation of accessory dwelling units in single-family and multifamily residential zones and sets forth required ordinance standards, including, among others, maximum unit size, parking, and height standards. This bill would prohibit an ordinance from imposing requirements on minimum lot size, lot coverage, or floor area ratio, and would prohibit an ordinance from establishing size requirements for accessory dwelling units that do not permit at least an 800 square feet unit of at least 16 feet in height to be constructed. This bill contains other related provisions and other existing laws.

AB 69 **Ting D** **Land use: accessory dwelling units.**
 Text Version: Introduced: 12/3/2018 Position: Watch
 [html](#) [pdf](#)
 Status: 1/17/2019-Referred to Coms. on H. & C.D. and L. GOV.
 4/3/2019 9:30 a.m. - State Capitol, Room 127 ASSEMBLY HOUSING AND COMMUNITY
 Calendar: DEVELOPMENT, CHIU, Chair

The Planning and Zoning Law authorizes a local agency to provide, by ordinance, for the creation of accessory dwelling units in single-family and multifamily residential zones and sets forth required ordinance standards, including, among others, maximum unit size, parking, and height standards. Existing law requires a local agency to submit the accessory dwelling unit ordinance to the Department of Housing and Community Development within 60 days after adoption and authorizes the department to review and comment on the ordinance. This bill would authorize the department to submit written findings to a local agency as to whether the local ordinance complies with state law, and to notify the Attorney General if the ordinance violates state law. The bill would require a local agency to consider the department's findings and would authorize the local agency to amend its ordinance to comply with state law or adopt a resolution with findings explaining why the ordinance complies with state law, and addressing the department's findings. This bill contains other related provisions and other existing laws.

AB 134 **Bloom D** **Safe, clean, affordable, and accessible drinking water.**
 Text Version: Amended: 3/25/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/25/2019-Referred to Com. on E.S. & T.M. From committee chair, with author's amendments:
 Amend, and re-refer to Com. on E.S. & T.M. Read second time and amended.
 3/26/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS SPECIAL ORDER, QUIRK, Chair

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes. This bill would state findings and declarations relating to the intent of the Legislature to adopt policies to ensure that every Californian has the right to safe, clean, affordable, and accessible drinking water. The bill would require, if a Safe Drinking Water Fund or Safe and Affordable Drinking Water Fund is established, the funding to be displayed in the annual Governor's budget, as prescribed, and, at least every 5 years, would require the Legislative Analyst's Office to provide an assessment of the effectiveness of expenditures from the fund.

Existing law requires the State Water Resources Control Board, on or before December 31, 2023, to adopt uniform water recycling criteria for direct potable reuse through raw water augmentation, as specified. Existing law defines “direct potable reuse” and “indirect potable reuse for groundwater recharge” for these purposes. This bill would eliminate the definition of “direct potable reuse” and instead would substitute the term “groundwater augmentation” for “indirect potable reuse for groundwater recharge” in these definitions. The bill would revise the definition of “treated drinking water augmentation.” The bill would require, on or before December 31, 2023, the state board to adopt uniform water recycling criteria for raw water augmentation. The bill would make conforming changes in other areas relating to potable reuse.

AB 305**Nazarian D****Public capital facilities: public water or wastewater agencies: rate reduction bonds.**

Amended: 3/12/2019 Position: Watch
 Text Version: [html](#) [pdf](#)
 Status: 3/13/2019-Re-referred to Com. on L. GOV.
 4/10/2019 1:30 p.m. - State Capitol, Room 447 ASSEMBLY LOCAL
 Calendar: GOVERNMENT, AGUIAR-CURRY, Chair

Existing law authorizes certain joint powers authorities, upon application by a local agency that owns and operates a publicly owned utility, defined to mean certain utilities furnishing water service to not less than 25,000 customers, to issue rate reduction bonds to finance utility projects, as defined, subject to certain requirements. Under existing law, these rate reduction bonds are secured by a pledge of utility project property, and the joint powers authority issuing the bonds may impose on, and collect from, customers of the publicly owned utility a utility project charge to finance the bonds, as provided. Existing law requires the California Pollution Control Financing Authority, among other things, to review each issuance of rate reduction bonds issued under these provisions and to submit an annual report to the Legislature containing specified information on its activities under these provisions for the preceding year. Existing law, after December 31, 2020, prohibits a joint powers authority from issuing rate reduction bonds under these provisions and no longer requires the California Pollution Control Financing Authority to submit an annual report to the Legislature. This bill would expand the definition of a publicly owned utility for these purposes to include certain utilities furnishing wastewater service to not less than 25,000 customers and would authorize an authority to issue rate reduction bonds to finance or refinance water or wastewater utility projects, as specified. The bill would extend the requirement that the California Pollution Control Financing Authority submit an annual report to the Legislature and the authority to issue rate reduction bonds under these provisions indefinitely. The bill would eliminate specified duties of the California Pollution Control Financing Authority if the determinations of the local agency applying for financing or refinancing of a utility project are subject to review by a ratepayer advocate or similar entity.

AB 382**Mathis R****Integrated regional water management plans: grant funding: upper watershed health.**

Introduced: 2/5/2019 Position: Watch
 Text Version: [html](#) [pdf](#)
 Status: 3/20/2019-In committee: Set, first hearing. Referred to suspense file.

Existing law, the Integrated Regional Water Management Planning Act, authorizes a regional water management group to prepare and adopt an integrated regional water management plan with specified components relating to water supply and water quality. Existing law provides that an integrated regional water management plan is eligible for funding allocated specifically for implementation of integrated regional water management. Existing law requires certain state agencies to include in any set of criteria used to select projects and programs for funding, a criterion that provides a preference for regional projects or programs. This bill would require the department to include in any criteria used to select a project or program for grant funding authorized on or after January 1, 2020 a criterion that provides a preference for a regional water management group undertaking a project improving upper watershed health upstream and outside of the defined geographical area covered by the group’s plan. The bill, if consistent with a general obligation bond act providing grant funding authorized on or after January 1, 2020, would require a group to contribute a lower amount of matching funds as a local cost share for a project that improves upper watershed health upstream and outside of the defined geographical area covered by the group’s plan.

AB 402**Quirk D****State Water Resources Control Board: local primacy delegation: funding stabilization program.**

Amended: 3/5/2019 Position: Watch
 Text Version: [html](#) [pdf](#)
 Status: 3/20/2019-In committee: Set, first hearing. Referred to suspense file.

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health, including, but not limited to, conducting research, studies, and demonstration programs relating to the provision of a dependable, safe supply of drinking water, enforcing the federal Safe Drinking Water Act, adopting implementing regulations, and conducting studies and investigations to assess the quality of water in private domestic water supplies. The act authorizes the state board to delegate, through a local primacy delegation agreement, primary responsibility for the act’s administration and

enforcement within a county to a local health officer, as specified. The act requires that a local primacy delegation remain in effect until specified conditions occur. The act requires the state board to provide the local primacy agency, to the extent funds are available from the Safe Drinking Water Account, with an annual drinking water surveillance program grant to cover the costs of conducting inspection, monitoring, surveillance, and water quality evaluation activities specified in the local primacy agreement. The act requires the state board to adopt a schedule of fees and requires a public water system under the jurisdiction of a local primacy agency to pay these fees to the local primacy agency in lieu of the state board. Existing law makes it a crime for any person to knowingly commit certain acts, including making a false statement or representation in any record submitted, maintained, or used for the purposes of compliance with the act, possessing a record required to be maintained by the act that has been altered or concealed, and destroying, altering, or concealing any record required to be maintained by the act. This bill would include enforcement costs as costs covered by an annual drinking water surveillance program grant. The bill would authorize any local primacy agency, with approval of the state board, to elect to participate in a funding stabilization program effective for the 2020–21 fiscal year and fiscal years thereafter, as specified. The bill would require the state board, during any fiscal year for which a local primacy agency participates in the funding stabilization program, to establish and collect all fees payable by public water systems for the local primacy agency activities and to provide funding to the local primacy agency each year in accordance with an annual workscope, prepared as prescribed by the local primacy agency that is submitted to and approved by the state board. The bill would prohibit a participating local primacy agency from charging a public water system any fee in addition to the fees established and collected by the funding stabilization program for the activities in the local primacy agency and would require all fines and penalties collected by such a local primacy agency for the local primacy agency's activities to be remitted to the state board for deposit in the Safe Drinking Water account. The bill would require a participating local primacy agency to establish and maintain accurate accounting records of all costs it incurs and periodically to make these records available to the state board. By requiring new records for the purpose of complying with the act, this bill would expand the scope of a crime and thereby impose a state-mandated local program. This bill contains other related provisions and other existing laws.

AB 405 **Rubio, Blanca D** **Sales and use taxes: exemption: water treatment.**
 Text Version: Introduced: 2/7/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/11/2019-In committee: Hearing for testimony only.

The Sales and Use Tax Law imposes a tax on retailers measured by the gross receipts from the sale in this state of, or the storage, use, or other consumption in this state of, tangible personal property. The law provides various exemptions from that tax, including an exemption for the sale of, or the storage, use, or consumption of, gas, electricity, and water when delivered to consumers, as specified. This bill would exempt from that tax the gross receipts from the sale in this state of, and the storage, use, or other consumption in this state of, chemicals used to treat water, recycled water, or wastewater regardless of whether those chemicals or other agents become a component part thereof and regardless of whether the treatment takes place before or after the delivery to consumers. This bill contains other related provisions and other existing laws.

AB 441 **Eggman D** **Water: underground storage.**
 Text Version: Introduced: 2/11/2019 Position: Oppose
 [html](#) [pdf](#)
 Status: 2/21/2019-Referred to Com. on W., P., & W.
 3/26/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Under existing law, the right to water or to the use of water is limited to that amount of water that may be reasonably required for the beneficial use to be served. Existing law provides for the reversion of water rights to which a person is entitled when the person fails to beneficially use the water for a period of 5 years. Existing law declares that the storing of water underground, and related diversions for that purpose, constitute a beneficial use of water if the stored water is thereafter applied to the beneficial purposes for which the appropriation for storage was made. This bill would revise the above declaration to additionally provide that certain uses of stored water while underground constitute beneficial use. The bill would provide that the forfeiture periods of a water right do not apply to water being beneficially used, as provided, or being held in storage for later beneficial use.

An act to amend Section 1242 of the Water Code, relating to water.

AB 487 **Gallagher R** **Department of Water Resources: dams and reservoirs: notice.**
 Text Version: Introduced: 2/12/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 2/21/2019-Referred to Com. on W., P., & W.

Existing law requires the Department of Water Resources to supervise the construction, enlargement, alteration, repair, maintenance, operation, and removal of dams and reservoirs for the protection of life and property. Existing law prohibits

commencing construction of any new dam or reservoir or the enlargement of any dam or reservoir until the owner has applied for and obtained written approval of plans and specifications from the department. Existing law, if an application is approved, requires notice to be given to the department at least 10 days before construction is to be commenced. This bill would instead require notice to be given to the department at least one month before construction is to be commenced.

AB 489 **Stone, Mark D** **Water development projects: state financial assistance.**
 Text Version: Introduced: 2/12/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 2/21/2019-Referred to Com. on W., P., & W.
 3/26/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Existing law provides for state cooperation with the federal government in the construction of specified flood control projects. For certain flood control projects authorized on or after January 1, 2002, or for which specified findings have been made on or after that date, the act requires the state to pay 50% of specified nonfederal costs. Existing law authorizes the state to pay up to 70% of those nonfederal costs upon the recommendation of the Department of Water Resources or the Central Valley Flood Protection Board if either entity determines that the project will advance one of several objectives. Those objectives include developing or enhancing certain recreational opportunities. This bill would, for purposes of eligibility for increasing the state share of those nonfederal costs to 70%, include in those recreational opportunities outdoor recreational areas, sports complexes, and musical venues.

AB 508 **Chu D** **Drinking water: consolidation and extension of service: domestic wells.**
 Text Version: Amended: 3/25/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/25/2019-Referred to Coms. on E.S. & T.M. and L. GOV. From committee chair, with author's
 amendments: Amend, and re-refer to Com. on E.S. & T.M. Read second time and amended.

(1)Existing law, the California Safe Drinking Water Act, provides for the operation of public water systems and imposes on the State Water Resources Control Board various responsibilities and duties. The act authorizes the state board to order consolidation with, or extension of service from, a receiving water system, as defined, if a public water system or state small water system serving a disadvantaged community consistently fails to provide an adequate supply of safe drinking water or if a disadvantaged community is reliant on a domestic well that consistently fails to provide an adequate supply of safe drinking water. The act requires the state board, before ordering consolidation or extension of service, to, among other things, obtain written consent from any domestic well owner for consolidation or extension of service and make a finding that consolidation of the receiving water system and subsumed water system or extension of service to the subsumed water system is appropriate and technically and economically feasible. The act makes any domestic well owner within the consolidation or extended service area who does not provide written consent ineligible, until consent is provided, for any future water-related grant funding from the state, except as provided. This bill would modify the provision that authorizes consolidation or extension of service if a disadvantaged community is reliant on a domestic well described above to instead authorize consolidation or extension of service if a disadvantaged community has one or more residences that are reliant on a domestic well described above.

AB 510 **Cooley D** **Local government records: destruction of records.**
 Text Version: Introduced: 2/13/2019 Position: Support
 [html](#) [pdf](#)
 Status: 2/21/2019-Referred to Com. on L. GOV.

Existing law authorizes the head of a department of a county or city, or the head of a special district to destroy recordings of routine video monitoring maintained by that county, city, or special district after one year if that person receives approval from the legislative body and the written consent of the agency attorney. Existing law authorizes the head of a department of a county or city, or the head of a special district to destroy recordings of telephone and radio communications maintained by that county, city, or special district after 100 days if that person receives approval from the legislative body and the written consent of the agency attorney. This bill would exempt the head of a department of a county or city, or the head of a special district from these recording retention requirements if the county, city, or special district adopts a records retention policy governing recordings of routine video monitoring and recordings of telephone and radio communications.

AB 533 **Holden D** **Income taxes: exclusion: water conservation or efficiency programs: water runoff management improvement programs.**
 Text Version: Amended: 3/19/2019 Position: Support
 [html](#) [pdf](#)
 Status: 3/20/2019-Re-referred to Com. on REV. & TAX.

The Personal Income Tax Law and the Corporation Tax Law, in conformity with federal income tax law, generally defines

“gross income” as income from whatever source derived, except as specifically excluded, and provides various exclusions from gross income. Existing law limits the collection and use of taxpayer information and provides that any unauthorized use of this information is punishable as a misdemeanor. This bill, for taxable years beginning on or after January 1, 2019, and before January 1, 2024, would provide an exclusion from gross income for any amount received as a rebate, voucher, or other financial incentive issued by a water service provider for any water conservation or efficiency program or water runoff management improvement program, as provided. The bill would require the Department of Finance to include an analysis of these exclusions in its annual tax expenditure report provided to the Legislature and further provides that taxpayer information collected pursuant to this requirement is subject to the limitation on the collection and use of that information. This bill contains other related provisions and other existing laws.

[AB 591](#) [Garcia, Cristina D](#) **Central Basin Municipal Water District: board of directors.**

Text Version: [html](#) [pdf](#) Position: Watch
 Amended: 3/11/2019
 Status: 3/12/2019-Re-referred to Com. on L. GOV.

Existing law, the Municipal Water District Law of 1911, provides for the formation of municipal water districts and grants to those districts specified powers. Existing law permits a district to acquire, control, distribute, store, spread, sink, treat, purify, recycle, recapture, and salvage any water for the beneficial use of the district, its inhabitants, or the owners of rights to water in the district. Existing law requires the board of directors of the Central Basin Municipal Water District to be composed of 8 directors until the directors elected at the November 8, 2022, election take office, when the board would be composed of 7 directors, as prescribed. Existing law requires the 3 directors appointed by the water purveyors, as specified, to live or work within the district and requires the term of an appointed director to be terminated if the appointed director no longer is employed by or a representative of the appointing entity. This bill would define representative for these purposes to be a consultant or contractor of an entity, or a board member of an entity that is a mutual water company.

[AB 636](#) [Gray D](#) **State Water Resources Control Board: water quality objectives.**

Text Version: [html](#) [pdf](#) Position: Watch
 Introduced: 2/15/2019
 Status: 3/14/2019-Referred to Com. on E.S. & T.M.
 4/9/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 AND TOXIC MATERIALS, QUIRK, Chair
 Calendar:

Existing law establishes the State Water Resources Control Board and the 9 California regional water quality control boards as the principal state agencies with authority over matters relating to water quality. Existing law requires the state board to formulate and adopt state policy for water quality control. Existing law requires each regional board to formulate and adopt water quality control plans for all areas within the region, as provided. Existing law authorizes the state board to adopt certain water quality control plans. This bill would prohibit the state board from implementing water quality objectives for which the state board makes a certain finding relating to environmental quality until it has submitted the water quality objectives and a statement of that finding to the appropriate policy committees of the Legislature and each committee has held a hearing on these matters.

[AB 637](#) [Gray D](#) **State Water Resources Control Board: minority and low-income communities: drinking water.**

Text Version: [html](#) [pdf](#) Position: Watch
 Amended: 3/19/2019
 Status: 3/20/2019-Re-referred to Com. on E.S. & T.M.
 4/9/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 AND TOXIC MATERIALS, QUIRK, Chair
 Calendar:

Existing law establishes the State Water Resources Control Board and states the intent of the Legislature that the state board administer the water rights, water quality, and drinking water functions of the state government to provide for coordinated consideration of water rights, water quality, and safe and reliable drinking water. Existing law provides to the state board any powers that may be necessary or convenient for the exercise of its duties authorized by law. Existing law establishes 9 California regional water quality control boards to coordinate with the state board with respect to water quality control matters. This bill would require the state board, before taking actions that impact drinking water, to identify potential adverse human health effects that the proposed action may have on minority and low-income populations and to seek to reduce those effects to the greatest extent practicable.

[AB 638](#) [Gray D](#) **Department of Water Resources: water storage capacity.**

Text Version: [html](#) [pdf](#) Position: Watch
 Introduced: 2/15/2019
 Status: 2/25/2019-Referred to Com. on W., P., & W.
 Calendar: 3/26/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND

WILDLIFE, GARCIA, EDUARDO, Chair

Existing law requires the Department of Water Resources to gather and correlate information and data pertinent to an annual forecast of seasonal water crop, as specified. Existing law also requires the Department of Water Resources to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, which is known as The California Water Plan. This bill would require the department, on or before January 1, 2021, with updates every 2 years thereafter, to identify the statewide water storage capacity, the adverse impacts to the capacity from the effects of climate change, and the mitigation strategies for anticipated adverse impacts. The bill would require the department to publish this information on the department's publicly available internet website and to provide a copy of the impacts and mitigation strategies to the appropriate policy committees of the Legislature.

AB 658

Garcia, Eduardo D Water rights: water management.

Text Version: Introduced: 2/15/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/26/2019-Action From W.,P. & W.: Do pass.To.
 3/26/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Under existing law, the State Water Resources Control Board administers a water rights program pursuant to which the board grants permits and licenses to appropriate water. Existing law allows a person who has an urgent need to divert and use water to apply for, and the board to issue, a temporary permit, as prescribed. Existing law requires an applicant to pay an application fee and a permit fee, if a temporary permit is issued, both computed as specified. This bill would authorize a groundwater sustainability agency or local agency to apply for, and the board to issue, a conditional temporary permit for diversion of surface water to underground storage for beneficial use that advances the sustainability goal of a groundwater basin, as specified. This bill contains other related provisions and other existing laws.

AB 722

Bigelow R Water: dams: fees.

Text Version: Amended: 3/14/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/18/2019-Re-referred to Com. on W., P., & W.
 4/9/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Existing law requires the Department of Water Resources to supervise the maintenance and operation of dams and reservoirs as necessary to safeguard life and property. Existing law requires the department to adopt, by regulation, a schedule of fees to cover the department's costs in carrying out the supervision of dam safety. Existing law limits the total annual fee for a dam or reservoir located on a farm or ranch property or a privately owned dam with less than 100 acre-feet of storage capacity to no more than 20% of the fees assessed pursuant to the schedule of fees. This bill would limit the total annual fee for a dam located in a disadvantaged community to no more than 20% of the fees assessed pursuant to the schedule of fees.

AB 756

Garcia, Cristina D Public water systems: contaminants.

Text Version: Amended: 3/13/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/14/2019-Re-referred to Com. on E.S. & T.M.
 3/26/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health, including, but not limited to, conducting research, studies, and demonstration programs relating to the provision of a dependable, safe supply of drinking water, enforcing the federal Safe Drinking Water Act, adopting implementing regulations, and conducting studies and investigations to assess the quality of water in private domestic water supplies. Under the California Safe Drinking Water Act, the implementing regulations are required to include, but are not limited to, monitoring of contaminants and requirements for notifying the public of the quality of the water delivered to customers. This bill would require a public water system to monitor for perfluoroalkyl and polyfluoroalkyl substances. The bill would additionally require a public water system to publish and keep current on its internet website water quality information relating to regulated contaminants and to notify each customer on the customer's next water bill and through email, as prescribed, of confirmed detections of specified excess contaminants.

[AB 835](#)[Quirk D](#)**Safe recreational water use: standards: harmful algal blooms.**

Text Version: Introduced: 2/20/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/4/2019-Referred to Com. on W., P., & W.
 4/9/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Existing law authorizes recreational activities in which there is bodily contact with the water by any participant, in certain reservoirs, only in accordance with prescribed requirements. Existing law also requires the State Department of Public Health, by regulation and in consultation with the State Water Resources Control Board, local health officers, and the public, to establish, maintain, and amend as necessary, minimum standards for the sanitation of public beaches. This bill would require the department, by regulation and in consultation with the board, local health officers, and the public, to establish, maintain, and amend as necessary, minimum standards for the safety of freshwater recreational bodies as related to harmful algal blooms, as it determines are reasonably necessary for the protection of the public health and safety.

[AB 841](#)[Ting D](#)**Drinking water: contaminants: perfluoroalkyl and polyfluoroalkyl substances.**

Text Version: Amended: 3/20/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/21/2019-Re-referred to Com. on E.S. & T.M.
 3/26/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health, including, but not limited to, conducting research, studies, and demonstration programs relating to the provision of a dependable, safe supply of drinking water, enforcing the federal Safe Drinking Water Act, adopting implementing regulations, and conducting studies and investigations to assess the quality of water in private domestic water supplies. The act requires the board to adopt primary drinking water standards for contaminants in drinking water and requires the Office of Environmental Health Hazard Assessment to prepare and publish an assessment of the risks to public health posed by each contaminant for which the board proposes a primary drinking water standard. This bill would require the office to adopt and complete a work plan within prescribed timeframes to assess which substances in the class of perfluoroalkyl and polyfluoroalkyl substances should be identified as a potential risk to human health, as provided. The bill would require the office, as part of those assessments, to determine which of the substances are appropriate candidates for notification levels to be adopted by the state board. The bill would require the office, by January 1, 2022, to provide to the Legislature an update on the assessment. The bill would require the office to assess annually those substances as new information, scientific research, and detection methodologies become available. This bill contains other existing laws.

[AB 937](#)[Rivas, Robert D](#)**Waste discharge requirements: produced water: oil and gas operations.**

Text Version: Introduced: 2/20/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/4/2019-Referred to Com. on E.S. & T.M.
 4/9/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

Under the Porter-Cologne Water Quality Control Act, the State Water Resources Control Board and the California regional water quality control boards are the principal agencies with authority over water quality. Under the act, persons discharging waste are required to file with the appropriate regional board a report of the discharge and the discharge is subject to waste discharge requirements prescribed by that regional board. This bill would authorize a regional board to approve a waste discharge requirement for the use or reuse of produced water from an oil and gas operation for agricultural purposes or for groundwater recharge, only if, after a public hearing, it finds that the California Council on Science and Technology has reviewed the best available independent scientific evidence and has found the use will not pose a significant risk to the public from any contaminants in the produced water, as provided.

[AB 1021](#)[Frazier D](#)**Pupils with exceptional needs: summer school.**

Text Version: Amended: 3/25/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/25/2019-From committee chair, with author's amendments: Amend, and re-refer to Com. on ED.
 Read second time and amended.

Existing law establishes a system of public elementary and secondary schools throughout the state. These schools are operated by local educational agencies and provide instruction to pupils in kindergarten and grades 1 to 12, inclusive. Existing law requires that every individual with exceptional needs, as defined, who is eligible be provided with educational

instruction, services, or both, at no cost to the pupil's parent or guardian or, as appropriate, to the pupil. A free appropriate public education is required to be made available to individuals with exceptional needs in accordance with specified federal regulations adopted pursuant to the federal Individuals with Disabilities Education Act. This bill would require school districts to provide summer school instruction for pupils with exceptional needs on weekdays from the last day of the regular school year to the first day of summer school and from the last day of summer school to the first day of the regular school year. By adding to the duties of school districts, the bill would impose a state-mandated local program.

AB 1123 **Reyes D** **Safe Drinking and Toxic Enforcement Act of 1986: appeal: notice to the Attorney General.**
 Text Version: Introduced: 2/21/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/7/2019-Referred to Coms. on E.S. & T.M. and JUD.
 3/26/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

The Safe Drinking Water and Toxic Enforcement Act of 1986, an initiative measure approved by the voters as Proposition 65 at the November 4, 1986, statewide general election, prohibits a person, in the course of doing business, from knowingly and intentionally exposing any individual to a chemical known to the state to cause cancer or reproductive toxicity without giving a specified warning, or from knowingly discharging or releasing that chemical into water, or into or onto land and passing into any source of drinking water, except as specified. The act authorizes a person, acting in the public interest, to bring an action to enforce the requirements of the act if that person has given a notice of violation to the Attorney General, the district attorney and a city attorney or prosecutor in whose jurisdiction the violation is alleged to have occurred, and the alleged violator 60 days before the commencement of the action and neither the Attorney General nor a district attorney nor a city attorney or prosecutor has commenced and is diligently prosecuting an action against the alleged violator. This bill would require each party, in an appellate proceeding in which a violation of Proposition 65 is alleged or the application or construction of Proposition 65 is at issue, to serve a copy of the party's brief or petition and brief on the Attorney General, as provided. The bill would prohibit the acceptance for filing of a brief unless the proof of service shows service on the Attorney General. This bill contains other related provisions and other existing laws.

AB 1180 **Friedman D** **Water: recycled water.**
 Text Version: Introduced: 2/21/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/11/2019-Referred to Com. on E.S. & T.M.
 3/26/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

(1)Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law requires, on or before January 1, 2020, the state board to adopt standards for backflow protection and cross-connection control through the adoption of a policy handbook, as specified. This bill would require that handbook to include provisions for the use of a swivel or changeover device to supply potable water to a dual-plumbed system during an interruption in recycled water service. This bill contains other related provisions and other existing laws.

AB 1204 **Rubio, Blanca D** **Public water systems: primary drinking water standards: implementation date.**
 Text Version: Introduced: 2/21/2019 Position: Support
 [html](#) [pdf](#)
 Status: 3/11/2019-Referred to Com. on E.S. & T.M.
 4/9/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health, including, but not limited to, conducting research, studies, and demonstration programs relating to the provision of a dependable, safe supply of drinking water, enforcing the federal Safe Drinking Water Act, adopting implementing regulations, and conducting studies and investigations to assess the quality of water in private domestic water supplies. The act requires the board to adopt primary drinking water standards for contaminants in drinking water and requires the Office of Environmental Health Hazard Assessment to prepare and publish an assessment of the risks to public health posed by each contaminant for which the board proposes a primary drinking water standard. Existing law requires the state board to consider specified criteria when it adopts a primary drinking water standard, including the technological and economic feasibility of compliance. This bill would require the adoption or amendment of a primary drinking water standard for a contaminant in drinking water not regulated by a federal primary drinking water standard or that is more stringent than a federal primary drinking water standard to take effect 3 years after the date on which the state board adopts or amends the primary drinking water standard. The bill would authorize the state board to delay the effective date of the primary drinking water standard

adoption or amendment by no more than 2 additional years as necessary for capital improvements to comply with a maximum contaminant level or treatment technique.

AB 1220 **Garcia, Cristina D** **Metropolitan water districts.**

Text Version: Introduced: 2/21/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/11/2019-Referred to Com. on L. GOV.

Under the Metropolitan Water District Act, the board of a metropolitan water district is required to consist of at least one representative from each member public agency, as prescribed. The act authorizes each member public agency to appoint additional representatives not exceeding one additional representative for each 5% of the assessed valuation of property taxable for district purposes within the entire district that is within the boundaries of that member public agency. This bill would authorize each member public agency to designate and appoint additional representatives pursuant to the greater of that allowed under either the assessed valuation calculation or, on and after January 1, 2021, for each full 5% of the population within the entire district that is within the member public agency. The bill would require a district to conduct the analysis of additional directors using the Department of Finance population data and any other pertinent population data and would require the number of population-based directors authorized to remain fixed until it is recalculated, every 10 years in the year immediately following each United States census. By requiring a district to analyze the population data to determine additional representatives, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

AB 1381 **Salas D** **Safe Drinking Water Plan.**

Text Version: Amended: 3/18/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/19/2019-Re-referred to Com. on E.S. & T.M.
 4/9/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 Calendar: AND TOXIC MATERIALS, QUIRK, Chair

Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes. Existing law, known as the California Safe Drinking Water Act, requires the State Water Resources Control Board to maintain a drinking water program and carry out various duties, responsibilities, and functions relating to drinking water, including submission to the Legislature, every 5 years, of a comprehensive Safe Drinking Water Plan for California that includes, but is not limited to, specified information including, among other things, an analysis of the overall quality of California's drinking water, specific recommendations to improve the quality of drinking water in California, and a detailed 5-year implementation program. This bill would additionally require the state board, in its Safe Drinking Water Plan, to identify, within the state, public water systems that consistently fail to deliver water that meets all applicable standards under the California Safe Drinking Water Act, specified areas in which persons have, and specified populations having, limited access to, or ability to pay for, safe and affordable drinking water, and strategies to address the changing needs of current and future populations. The bill would also require the plan to include a publicly accessible map that identifies areas that consistently lack, or are at risk of losing, access to safe and affordable drinking water. The bill would also authorize the state board to include additional information in the plan identifying water systems in the state that are not public water systems, their adequacy and reliability, and the extent of reliance on those water systems, and would require the state board, in providing this additional information, to collaborate with other local, state, and federal agencies. This bill contains other related provisions.

AB 1414 **Friedman D** **Urban retail water suppliers: reporting.**

Text Version: Introduced: 2/22/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/14/2019-Referred to Com. on W., P., & W.
 4/9/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

(1)Existing law requires the state to achieve a 20% reduction in urban per capita water use in California by December 31, 2020. Existing law requires each urban retail water supplier to develop urban water use targets and an interim urban water use target, in accordance with specified requirements. Existing law requires each urban retail water supplier, on or before October 1, 2017, and on or before October 1 of each year thereafter, to submit a completed and validated water loss audit report for the previous calendar year or previous fiscal year as prescribed by rules adopted by the Department of Water Resources. This bill would require each urban retail water supplier on or before January 1 of each year until January 1, 2024, to submit a completed and validated water loss audit report as prescribed by the department. The bill would require on or before January 1, 2024, and on or before January 1 of each year thereafter, each urban retail water supplier to submit a completed and validated water loss audit report for the previous calendar year or previous fiscal year as part of an existing report relating to its urban water use. This bill contains other related provisions and other existing laws.

AB 1415 Friedman D **Department of Water Resources: reporting requirements: civil penalties.**
 Introduced: 2/22/2019 Position: Watch
 Text Version: [html](#) [pdf](#)
 Status: 3/14/2019-Referred to Com. on W., P., & W.
 4/9/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Existing law establishes in the Natural Resources Agency the Department of Water Resources, which is under the control of the Director of Water Resources. Existing law requires specified plans and reports relating to water management to be provided to the department. This bill would require the department to impose a civil penalty on any person or entity who fails to file with the department a specified report or plan by the deadline required for that particular report or plan, as provided. The bill would authorize the department to reduce or waive the civil penalty under certain circumstances. The bill would require the department, not later than February 1, 2021, and not later than February 1 each year thereafter, to prepare and submit a report to the Speaker of the Assembly and the President pro Tempore of the Senate listing each person or entity that, during the preceding calendar year, failed to timely file a report or plan subject to the civil penalties imposed by this bill. This bill contains other related provisions and other existing laws.

AB 1432 Dahle R **Water shortage emergencies: declarations: wildfires.**
 Amended: 3/25/2019 Position: Watch
 Text Version: [html](#) [pdf](#)
 Status: 3/25/2019-Referred to Com. on W., P., & W. From committee chair, with author's amendments:
 Amend, and re-refer to Com. on W., P., & W. Read second time and amended.
 4/9/2019 9 a.m. - State Capitol, Room 444 ASSEMBLY WATER, PARKS AND
 Calendar: WILDLIFE, GARCIA, EDUARDO, Chair

Existing law requires the governing body of a public water supplier to declare a water shortage emergency condition if the supplier makes certain findings. Existing law requires a public water supply that declares the existence of an emergency condition of water shortage to adopt regulations and restrictions on the delivery and consumption of water to conserve the water supply for the greatest public benefit. Existing law requires the declaration to be made only after a public hearing except in the event of a breakage or failure of a dam, pump, pipeline, or conduit causing an immediate emergency. This bill would additionally authorize a public water supplier to declare a water shortage emergency condition without holding a public hearing in the event of a wildfire.

AB 1439 Melendez R **State policy for water quality control.**
 Introduced: 2/22/2019 Position: Watch
 Text Version: [html](#) [pdf](#)
 Status: 2/25/2019-Read first time.

Under existing law, the Porter-Cologne Water Quality Control Act, the state policy for water quality control is required to consist of water quality principles and guidelines for long-range resource planning, water quality objectives, and other principles and guidelines deemed essential by the State Water Resources Control Board for water quality control. This bill would make nonsubstantive changes to that provision.

AB 1486 Ting D **Local agencies: surplus land.**
 Introduced: 2/22/2019 Position: Oppose Unless Amended
 Text Version: [html](#) [pdf](#)
 Status: 3/14/2019-Referred to Com. on L. GOV.

(1) Existing law prescribes requirements for the disposal of surplus land by a local agency. Existing law defines "local agency" for these purposes as every city, county, city and county, and district, including school districts of any kind or class, empowered to acquire and hold real property. Existing law defines "surplus land" for these purposes as land owned by any local agency that is determined to be no longer necessary for the agency's use, except property being held by the agency for the purpose of exchange. This bill would expand the definition of "local agency" to include sewer, water, utility, and local and regional park districts, joint powers authorities, successor agencies to former redevelopment agencies, housing authorities, and other political subdivisions of this state and any instrumentality thereof that is empowered to acquire and hold real property, thereby requiring these entities to comply with these requirements for the disposal of surplus land. The bill would revise the definition of "surplus land" to mean land owned by any local agency that is not necessary for the agency's governmental operations, except property being held by the agency expressly for the purpose of exchange for another property necessary for its governmental operations and would provide that land is presumed to be surplus land when a local agency initiates an action to dispose of it. This bill contains other related provisions and other existing laws.

[AB 1588](#)[Gloria D](#)**Drinking water and wastewater operator certification programs.**

Text Version: Introduced: 2/22/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/14/2019-Referred to Com. on E.S. & T.M.
 4/9/2019 1:30 p.m. - State Capitol, Room 444 ASSEMBLY ENVIRONMENTAL SAFETY
 AND TOXIC MATERIALS, QUIRK, Chair
 Calendar:

Existing law requires the State Water Resources Control Board to examine and certify persons as to their qualifications to operate water treatment plants and water distribution systems. Existing law requires the certification to indicate the classification of water treatment plant or water distribution system that the person is qualified to operate. Existing law requires the board to classify types of wastewater treatment plants for the purpose of determining the levels of competence necessary to operate them. Existing law requires a person who operates a nonexempt wastewater treatment plant to possess a valid, unexpired wastewater certificate or water treatment operator certificate of the appropriate grade. This bill, when applying for certification by the board as a water treatment operator, distribution system operator, or wastewater operator, would require operators of complex industrial facilities, including members of the military and military service veterans, to receive full equivalent experience credit and education credit for work and tasks performed that are directly related to the operation of water or wastewater facilities, as specified. The bill would require for purposes of water treatment operator certification experience a treatment plant using advanced water treatment processes, as defined, that treats water of wastewater origin for purposes of water reuse to be considered to provide certain equivalent experience to working at a water treatment plant. The bill would require for purposes of water distribution operator certification experience operation of a recycled water distribution system to be considered to provide equivalent experience to operating a potable distribution system. The bill would authorize for purposes of certification as a certain water treatment operator or certain water distribution operator the substitution of specified experience or registration as a professional engineer in California. This bill contains other related provisions and other existing laws.

[AB 1694](#)[O'Donnell D](#)**Water supply improvements.**

Text Version: Introduced: 2/22/2019 Position: Watch
[html](#) [pdf](#)
 Status: 2/25/2019-Read first time.

Under existing law, various state and local agencies engage in water resource planning. This bill would state the intent of the Legislature to enact legislation relating to water supply improvements.

[ACA 1](#)[Aguiar-Curry D](#)**Local government financing: affordable housing and public infrastructure: voter approval.**

Text Version: Amended: 3/18/2019 Position: Support
[html](#) [pdf](#)
 Status: 3/19/2019-Re-referred to Com. on L. GOV.
 3/27/2019 1:30 p.m. - State Capitol, Room 447 ASSEMBLY LOCAL
 GOVERNMENT, AGUIAR-CURRY, Chair
 Calendar:

(1)The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure. This bill contains other related provisions and other existing laws.

[ACA 3](#)[Mathis R](#)**Clean Water for All Act.**

Text Version: Amended: 3/20/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/21/2019-Re-referred to Com. on W., P., & W. Measure version as amended on March 20 corrected.

Under existing law, the Department of Water Resources performs duties relating to water resources throughout the state, and the State Water Resources Control Board exercises regulatory functions relating to water quality. Existing law, the Water Quality, Supply, and Infrastructure Improvement Act of 2014, approved by the voters as Proposition 1 at the November 4, 2014, statewide general election, authorizes the issuance of general obligation bonds in the amount of \$7,545,000,000 to finance a water quality, supply, and infrastructure improvement program. This measure, the Clean Water for All Act, would additionally require, commencing with the 2021–22 fiscal year, not less than 2% of specified state

revenues to be set apart for the payment of principal and interest on bonds authorized pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014; water supply, delivery, and quality projects administered by the department, and water quality projects administered by the state board, as provided. This bill contains other existing laws.

SB 1 **Atkins D** **California Environmental, Public Health, and Workers Defense Act of 2019.**
 Text Version: Introduced: 12/3/2018 Position: Watch
 [html](#) [pdf](#)
 Status: 3/22/2019-Set for hearing April 9.
 4/9/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN,
 Calendar: Chair

(1)The federal Clean Air Act regulates the discharge of air pollutants into the atmosphere. The federal Clean Water Act regulates the discharge of pollutants into water. The federal Safe Drinking Water Act establishes drinking water standards for drinking water systems. The federal Endangered Species Act of 1973 generally prohibits activities affecting threatened and endangered species listed pursuant to that act unless authorized by a permit from the United States Fish and Wildlife Service or the National Marine Fisheries Service, as appropriate. This bill would require specified agencies to take prescribed actions regarding certain federal requirements and standards pertaining to air, water, and protected species, as specified. By imposing new duties on local agencies, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

SB 5 **Beall D** **Affordable Housing and Community Development Investment Program.**
 Text Version: Amended: 3/21/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/21/2019-Read second time and amended. Re-referred to Com. on HOUSING.
 4/2/2019 1:30 p.m. - John L. Burton Hearing Room (4203) SENATE HOUSING, WIENER,
 Calendar: Chair

Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, subject to certain modifications. Existing law requires an annual reallocation of property tax revenue from local agencies in each county to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to specified educational entities. This bill would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. The bill would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria. This bill contains other related provisions and other existing laws.

SB 13 **Wieckowski D** **Accessory dwelling units.**
 Text Version: Amended: 3/11/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/20/2019-Re-referred to Coms. on HOUSING and GOV. & F.
 4/2/2019 1:30 p.m. - John L. Burton Hearing Room (4203) SENATE HOUSING, WIENER,
 Calendar: Chair

(1)The Planning and Zoning Law authorizes a local agency, by ordinance, or, if a local agency has not adopted an ordinance, by ministerial approval, to provide for the creation of accessory dwelling units in single-family and multifamily residential zones. Existing law requires accessory dwelling units to comply with specified standards, including that the accessory dwelling unit is either attached to, or located within, the proposed or existing primary dwelling or detached if located within the same lot, and that it does not exceed a specified amount of total area of floor space. This bill would, instead, authorize the creation of accessory dwelling units in areas zoned to allow single-family or multifamily dwelling use. The bill would also revise the requirements for an accessory dwelling unit by providing the accessory dwelling unit may be attached to, or located within, an attached garage, storage area, or other structure, and that it does not exceed a specified amount of total floor area. (2)Existing law generally authorizes a local agency to include in the ordinance parking standards upon accessory dwelling units, including authorizing a local agency to require the replacement of parking spaces if a garage, carport, or covered parking is demolished to construct an accessory dwelling unit. Existing law also prohibits a local agency from imposing parking standards on an accessory dwelling unit if it is located within one-half mile of public transit. This bill would, instead, prohibit local agency from requiring the replacement of parking spaces if a garage, carport, or covered parking is demolished to construct an accessory dwelling unit. The bill would also prohibit a local agency from imposing parking standards on an accessory dwelling unit that is located within a traversable distance of one-half mile of public transit, and would define the term “public transit” for those purposes. (3)Existing law authorizes a local agency to

include in an ordinance governing accessory dwelling units a requirement that a permit applicant be an owner-occupant, and authorizes a local agency, as a part of a ministerial approval process for accessory dwelling units, to require owner occupancy for either the primary or the accessory dwelling unit created by that process. This bill would, instead, prohibit a local agency from requiring occupancy of either the primary or the accessory dwelling unit. (4) Existing law requires a local agency that has not adopted an ordinance governing accessory dwelling units to approve or disapprove the application ministerially and without discretionary review within 120 days after receiving the application. The bill would require a local agency, whether or not it has adopted an ordinance, to consider and approve an application, ministerially and without discretionary review, within 60 days after receiving the application. The bill would also provide that, if a local agency does not act on the application within that time period, the application shall be deemed approved. (5) Existing law requires fees for an accessory dwelling unit to be determined in accordance with the Mitigation Fee Act. Existing law also requires the connection fee or capacity charge for an accessory dwelling unit requiring a new or separate utility connection to be based on either the accessory dwelling unit's size or the number of its plumbing fixtures. This bill would prohibit a local agency, special district, or water corporation from imposing any impact fee upon the development of an accessory dwelling unit if that fee, in the aggregate, exceeds specified requirements depending on the size of the unit. The bill would revise the basis for calculating the connection fee or capacity charge specified above to either the accessory dwelling unit's square feet or the number of its drainage fixture unit values, as specified. (6) Existing law requires a local agency to submit a copy of the adopted ordinance to the Department of Housing and Community Development and authorizes the department to review and comment on the ordinance. This bill would instead authorize the department to submit written findings to the local agency as to whether the ordinance complies with the statute authorizing the creation of an accessory dwelling unit, and, if the department finds that the local agency's ordinance does not comply with those provisions, would require the department to notify the local agency and would authorize the department to notify the Attorney General that the local agency is in violation of state law. The bill would authorize the department to adopt guidelines to implement uniform standards or criteria to supplement or clarify the provisions authorizing accessory dwelling units. (7) Existing law requires the planning agency of each city and county to adopt a general plan that includes a housing element that identifies adequate sites for housing. Existing law authorizes the department to allow a city or county to do so by a variety of methods and also authorizes the department to allow a city or county to identify sites for accessory dwelling units, as specified. This bill would state that a local agency may count an accessory dwelling unit for purposes of identifying adequate sites for housing in accordance with those provisions. (8) Existing law, the State Housing Law, a violation of which is a crime, establishes statewide construction and occupancy standards for buildings used for human habitation. Existing law requires, for those purposes, that any building, including any dwelling unit, be deemed to be a substandard building when a health officer determines that any one of specified listed conditions exists to the extent that it endangers the life, limb, health, property, safety, or welfare of the public or its occupants. This bill would authorize the owner of an accessory dwelling unit that receives a notice to correct violations or abate nuisances to request that the enforcement of the violation be delayed for 10 years if correcting the violation is not necessary to protect health and safety, as determined by the enforcement agency, subject to specified requirements. The bill would make conforming and other changes relating to the creation of accessory dwelling units. By increasing the duties of local agencies with respect to land use regulations, and because the bill would expand the scope of a crime under the State Housing Law, the bill would impose a state-mandated local program. This bill contains other existing laws.

SB 19**Dodd D****Water resources: stream gages.**

Text Version: Amended: 2/28/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/12/2019-From committee: Do pass and re-refer to Com. on APPR. (Ayes 8. Noes 0.) (March 12).
 Re-referred to Com. on APPR.

Under existing law, the State Water Resources Control Board administers a water rights program pursuant to which the board grants permits and licenses to appropriate water. Existing law, the Open and Transparent Water Data Act, requires the Department of Water Resources, the board, and the Department of Fish and Wildlife to coordinate and integrate existing water and ecological data from local, state, and federal agencies. This bill would require the Department of Water Resources and the board, upon an appropriation of funds by the Legislature, to develop a plan to deploy a network of stream gages that includes a determination of funding needs and opportunities for modernizing and reactivating existing gages and deploying new gages, as specified. The bill would require the department and the board, in consultation with the Department of Fish and Wildlife, the Department of Conservation, the Central Valley Flood Protection Board, interested stakeholders, and, to the extent they wish to consult, local agencies, to develop the plan to address significant gaps in information necessary for water management and the conservation of freshwater species. The bill would require the Department of Water Resources and the board to give priority in the plan to placing or modernizing and reactivating stream gages where lack of data contributes to conflicts in water management or where water can be more effectively managed for multiple benefits and to consider specified criteria in developing the plan.

SB 45**Allen D****Wildfire, Drought, and Flood Protection Bond Act of 2020.**

Text Version: Amended: 3/5/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/26/2019-Action From N.R. & W.: Do pass. To E.Q..
 Calendar: 3/26/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN,
 Chair

The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide primary direct election, authorizes the issuance of bonds in an amount of \$4,000,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. This bill would enact the Wildfire, Drought, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in an amount of \$4,300,000,000 pursuant to the State General Obligation Bond Law to finance projects to restore fire damaged areas, reduce wildfire risk, create healthy forest and watersheds, reduce climate impacts on urban areas and vulnerable populations, protect water supply and water quality, protect rivers, lakes, and streams, reduce flood risk, protect fish and wildlife from climate impacts, improve climate resilience of agricultural lands, and protect coastal lands and resources. This bill contains other related provisions.

SB 70**Nielsen R****Electricity: undergrounding of electrical distribution infrastructure.**

Amended: 3/19/2019
 Text Version: [html](#) [pdf](#) Position: Watch
 Status: 3/19/2019-From committee with author's amendments. Read second time and amended.
 Re-referred to Com. on RLS.

(1) Under existing law, the Public Utilities Commission has jurisdiction over public utilities, including electrical corporations. Under its existing authority, the commission requires certain electrical corporations to implement the California Overhead Conversion Program to provide financial assistance to local governments to facilitate projects that are in the public interest and that remove overhead infrastructure, replacing it with infrastructure in underground trenches. This bill would require the commission, on and after January 1, 2021, to require each electrical corporation to replace overhead electrical distribution infrastructure in a very high fire hazard severity zone in the electrical corporation's territory that is destroyed as a result of fire with underground electrical distribution infrastructure, and to convert overhead electrical distribution infrastructure that is removed due to an accident to underground electrical distribution infrastructure. The bill would prohibit an electrical corporation from recovering from ratepayers the costs of complying with these requirements. This bill would establish the Electrical Infrastructure Undergrounding Working Group to promote the undergrounding of electrical infrastructure and the implementation of a statewide joint trenching policy. The bill would require the working group to focus on those areas of the state affected by wildfires from 2013 to 2020, inclusive, during the rebuilding and restoration phases of those areas, and to prioritize undergrounding along those streets and highways that serve as county-designated evacuation routes. This bill contains other related provisions and other existing laws.

SB 128**Beall D****Enhanced infrastructure financing districts: bonds: issuance.**

Amended: 3/21/2019
 Text Version: [html](#) [pdf](#) Position: Watch
 Status: 3/21/2019-Read second time and amended. Ordered to third reading.
 Calendar: 3/28/2019 #9 SENATE SENATE BILLS -THIRD READING FILE

Existing law authorizes the legislative body of a city or a county to establish an enhanced infrastructure financing district, with a governing body referred to as a public financing authority, to finance public capital facilities or other specified projects of communitywide significance. Existing law requires a public financing authority to adopt an infrastructure financing plan and hold a public hearing on the plan, as specified. Existing law authorizes the public financing authority to issue bonds for these purposes upon approval by 55% of the voters voting on a proposal to issue the bonds. Existing law requires the proposal submitted to the voters by the public financing authority and the resolution for the issuance of bonds following approval by the voters to include specified information regarding the bond issuance. This bill would instead authorize the public financing authority to issue bonds for these purposes without submitting a proposal to the voters. The bill would require the resolution to issue bonds to contain specified information related to the issuance of the bonds. The bill would also require the public financing authority to hold three public hearings on an enhanced infrastructure financing plan, as specified. The bill would also make conforming changes.

SB 134**Hertzberg D****Water conservation: water loss performance standards: enforcement.**

Introduced: 1/15/2019
 Text Version: [html](#) [pdf](#) Position: Watch
 Status: 3/13/2019-Set for hearing April 9.
 Calendar: 4/9/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN, Chair

Existing law requires each urban retail water supplier to calculate an urban water use objective no later than November 1, 2023, and by November 1 every year thereafter. Existing law requires the urban water use objective to be composed of the sum of certain water use estimates, including aggregate estimated efficient water losses. Existing law authorizes the State Water Resources Control Board to issue information orders, written notices, and conservation orders to an urban retail

water supplier that does not meet its urban water use objective, and existing law authorizes the board to impose civil liability for a violation of an order or regulation issued pursuant to these provisions, as specified. This bill would prohibit the board from imposing liability for a violation of the performance standards for the volume of water losses except as part of the enforcement of an urban water use objective. This bill contains other existing laws.

SB 200**Monning D****Safe and Affordable Drinking Water Fund.**

Text Version: Amended: 3/11/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/22/2019-Set for hearing April 23.
 4/23/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN,
 Calendar: Chair

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes. This bill would establish the Safe and Affordable Drinking Water Fund in the State Treasury and would provide that moneys in the fund are continuously appropriated to the board. The bill would require the board to administer the fund to provide a stable source of funding to secure access to safe drinking water for all Californians, while also ensuring the long-term sustainability of drinking water service and infrastructure. The bill would authorize the board to provide for the deposit into the fund of federal contributions, voluntary contributions, gifts, grants, and bequests. The bill would require the board to expend moneys in the fund for grants, loans, contracts, or services to assist eligible applicants with projects relating to the provision of safe and affordable drinking water. The bill would require the board, working with a multistakeholder advisory group, to adopt a fund implementation plan and policy handbook with priorities and guidelines for expenditures of the fund. The bill would require the board annually to prepare and make available a report of expenditures from the fund. The bill would require the board to adopt annually, after a public hearing, an assessment of funding need that estimates the anticipated funding needed for the next fiscal year to achieve the purposes of the fund. The bill would require, by January 1, 2021, the board, in consultation with local health officers and other relevant stakeholders, to make available a map of aquifers that are used or likely to be used as a source of drinking water that are at high risk of containing contaminants and to make available a map of residential areas that are at high risk of containing contaminants at the tap that exceed health standards. For purposes of the map, the bill would require local health officers and other relevant local agencies to provide all results of, and data associated with, water quality testing performed by certified laboratories to the board, as specified. By imposing additional duties on local health officers and local agencies, the bill would impose a state-mandated local program. By creating a new continuously appropriated fund, this bill would make an appropriation. This bill contains other existing laws.

SB 204**Dodd D****State Water Project: contracts.**

Text Version: Amended: 3/18/2019 Position: Oppose
[html](#) [pdf](#)
 Status: 3/18/2019-Read second time and amended. Re-referred to Com. on APPR.

(1) Under existing law, the Department of Water Resources operates the State Water Resources Development System, known as the State Water Project, in accordance with the California Water Resources Development Bond Act to supply water to persons and entities in the state. Existing law requires the department to present to the Joint Legislative Budget Committee and relevant policy and fiscal committees of the Legislature the details of the terms and conditions of a long-term water supply contract between the department and a state water project contractor and to submit a copy of one long-term contract, as prescribed. This bill would instead require the department to provide at least 10 days' notice to the Joint Legislative Budget Committee and relevant policy and fiscal committees of the Legislature before holding public sessions to negotiate any potential amendment of a long-term water supply contract that is of projectwide significance with substantially similar terms intended to be offered to all contractors. The bill would require the department, before the execution of a specified proposed amendment to a long-term water supply contract and at least 60 days before final approval of such an amendment, to submit to the Joint Legislative Budget Committee and relevant policy and fiscal committees of the Legislature certain information regarding the terms and conditions of a proposed amendment of a long-term water supply contract and to submit a copy of the long-term contract as it is proposed to be amended. This bill contains other related provisions and other existing laws.

SB 332**Hertzberg D****Wastewater treatment: recycled water.**

Text Version: Introduced: 2/19/2019 Position: Watch
[html](#) [pdf](#)
 Status: 3/5/2019-Set for hearing April 3.
 Calendar: 4/3/2019 9:30 a.m. - Room 3191 SENATE ENVIRONMENTAL QUALITY, ALLEN, Chair

The California Constitution requires that the water resources of the state be put to beneficial use to the fullest extent of which they are capable and that the waste or unreasonable use or unreasonable method of use of water be prevented.

Existing law declares that the use of potable domestic water for certain nonpotable uses is a waste or an unreasonable use of water if recycled water is available, as determined by the State Water Resources Control Board, and other requirements are met. This bill would declare, except in compliance with the bill's provisions, that the discharge of treated wastewater from ocean outfalls is a waste and unreasonable use of water. The bill would require each wastewater treatment facility that discharges through an ocean outfall and affiliated water suppliers to reduce the facility's annual flow as compared to the average annual wastewater discharge baseline volume, as prescribed, by at least 50% on or before January 1, 2030, and by at least 95% on or before January 1, 2040. The bill would subject the owner or operator of a wastewater treatment facility, as well as the affiliated water suppliers, to a civil penalty of \$2,000 per acre-foot of water above the required reduction in overall volume discharge for the failure to meet these deadlines. This bill contains other related provisions and other existing laws.

SB 413 **Rubio D** **San Gabriel Water Quality Authority.**
 Introduced: 2/20/2019 Position: Support
 Text Version: [html](#) [pdf](#)
 Status: 3/19/2019-Set for hearing March 27.
 3/27/2019 9:30 a.m. - Room 112 SENATE GOVERNANCE AND FINANCE, MCGUIRE,
 Calendar: Chair

(1) Existing law, the San Gabriel Basin Water Quality Authority Act, establishes the San Gabriel Water Basin Quality Authority, until July 1, 2030, and authorizes it to plan, finance, and implement groundwater remediation activities, as prescribed. The act requires the board of the authority to be composed of members and their alternates, as specified, generally with terms of office of 4 years. The act specifies the procedures for filling a vacancy in an office. This bill would require the terms of a member or alternate for a city with pumping rights elected in 2016 to expire January 1, 2022, and the terms of a member or alternate for a city without pumping rights elected in 2018 to expire on January 1, 2024, as prescribed. The bill would specify that a nomination is required to be submitted to the authority at least 60, but not more than 90, days preceding the meeting at which the board will select an appointee to fill a vacancy to the office of a member or alternate. The bill would require a vacancy in the office of a member or alternate elected by cities, at the general discretion of the board, to be filled by either a special election or an appointment process, as specified, except that an office may be left vacant if there is less than 6 months remaining in the term. This bill contains other related provisions and other existing laws.

SB 414 **Caballero D** **Small System Water Authority Act of 2019.**
 Introduced: 2/20/2019 Position: Support
 Text Version: [html](#) [pdf](#)
 Status: 3/19/2019-Set for hearing March 27.
 3/27/2019 9:30 a.m. - Room 112 SENATE GOVERNANCE AND FINANCE, MCGUIRE,
 Calendar: Chair

Existing law, the California Safe Drinking Water Act, provides for the operation of public water systems and imposes on the State Water Resources Control Board various responsibilities and duties. The act authorizes the state board to order consolidation with a receiving water system where a public water system or a state small water system, serving a disadvantaged community, as defined, consistently fails to provide an adequate supply of safe drinking water. The act, if consolidation is either not appropriate or not technically and economically feasible, authorizes the state board to contract with an administrator to provide administrative and managerial services to designated public water systems and to order the designated public water system to accept administrative and managerial services, as specified. This bill would create the Small System Water Authority Act of 2019 and state legislative findings and declarations relating to authorizing the creation of small system water authorities that will have powers to absorb, improve, and competently operate noncompliant public water systems. The bill, no later than March 1, 2020, would require the state board to provide written notice to cure to all public agencies, private water companies, or mutual water companies that operate a public water system that has either less than 3,000 service connections or that serves less than 10,000 people, and are not in compliance, for the period from July 1, 2018, through December 31, 2019, with one or more state or federal primary drinking water standard maximum contaminant levels, as specified. The bill would require the state board to provide a copy of the notice, in the case of a water corporation, to the Public Utilities Commission and would require the Public Utilities Commission to be responsible with the state board for ensuring compliance with the provisions of the bill. The bill would require an entity receiving the notice to respond to the state board, and, if appropriate, the Public Utilities Commission, as to whether the violations of drinking water standards are remedied and the basis for that conclusion, as specified. The bill would require an entity reporting a continuing violation of drinking water standards to have 180 days from the date of a specified response filed with the state board to prepare and submit a plan to the state board to permanently remedy a violation of drinking water standards within a reasonable time that is not later than January 1, 2025. The bill would require the state board to review the plan and accept, accept with reasonable conditions, or reject the plan, as prescribed. The bill would require an entity with an accepted plan to provide quarterly reports to the state board on progress towards a permanent remedy for violations of drinking water standards and would require the state board to annually hold a public hearing to consider whether the progress is satisfactory. The bill would require the state board, if it rejects the plan and after a certain

period to allow for a petition for reconsideration, to cause the formation of an authority by the applicable local agency formation commission to serve the customers of the public water system that submitted the plan the state board rejects, if certain findings are made by the state board. If the state board is unable to make those findings, the bill would require the state board to remedy the failure to meet the applicable drinking water standards, as specified. This bill contains other related provisions and other existing laws.

[SB 454](#) **[Caballero D](#)** **State Water Resources Control Board: Administrative Hearing Office: fees.**
 Text Version: Introduced: 2/21/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/19/2019-Set for hearing April 23.
 4/23/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN,
 Calendar: Chair

Existing law, operative July 1, 2019, creates within the State Water Resources Control Board an Administrative Hearings Office composed of attorneys qualified to act as hearing officers in adjudicative proceedings involving water rights matters. Existing law establishes the Water Rights Fund and provides that moneys in the fund are available, upon appropriation by the Legislature, for, among other things, the administration of the board's water rights program. This bill would authorize the office to be supported in full or in part by fees assessed against parties that participate in a hearing conducted by the office and would prohibit the fees from being in an amount more than necessary to cover the reasonable costs of the burden imposed on the office by the individual fee payor. The bill would require the fees collected to be deposited into the fund.

[SB 474](#) **[Stern D](#)** **Department of Water Resources: appropriations of water.**
 Text Version: Introduced: 2/21/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/13/2019-Set for hearing April 9.
 4/9/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN,
 Calendar: Chair

Under existing law, the Department of Water Resources is required to make and file with the State Water Resources Control Board applications for the appropriation of any water that, in the department's judgment, is or may be required in the development and completion of all or part of a general or coordinated plan for the development, utilization, or conservation of the water resources of the state. Existing law gives those applications priority, as of the date of filing the application, over any subsequent application and exempts certain water rights diligence provisions from generally applying to the applications. This bill would eliminate the exemption from the application of the diligence provisions as of January 1, 2021.

[SB 547](#) **[Borgeas R](#)** **California Water Commission: members.**
 Text Version: Introduced: 2/22/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/7/2019-Referred to Com. on RLS.

Existing law establishes the California Water Commission, consisting of 9 members who are appointed to 4-year terms by the Governor, in the Department of Water Resources. Existing law requires 7 of the members to be selected on the basis of their general educational and business qualifications and their knowledge of, interest in, and experience with problems relating to water. This bill would make nonsubstantive changes in these provisions.

[SB 559](#) **[Hurtado D](#)** **Department of Water Resources: grant: Friant-Kern Canal.**
 Text Version: Introduced: 2/22/2019 Position: Watch
 [html](#) [pdf](#)
 Status: 3/13/2019-Set for hearing April 9.
 4/9/2019 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, STERN,
 Calendar: Chair

[SB 669](#) **[Caballero D](#)** **Water quality: Safe Drinking Water Fund.**
 Text Version: Introduced: 2/22/2019 Position: Support
 [html](#) [pdf](#)
 Status: 3/19/2019-Set for hearing April 9.
 4/10/2019 9:30 a.m. to 12:30 p.m. - Room 113 and Upon adjournment of Energy, Utilities and
 Calendar: Communications Committee Room 3191 SENATE ENVIRONMENTAL QUALITY, ALLEN,
 Chair

(1)Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes. This bill would establish the Safe Drinking Water Fund in the State Treasury and would provide that moneys in the fund are continuously appropriated to the state board. The bill would require the state board to administer the fund to assist community water systems in disadvantaged communities that are chronically noncompliant relative to the federal and state drinking water standards and do not have the financial capacity to pay for operation and maintenance costs to comply with those standards, as specified. The bill would authorize the state board to provide for the deposit into the fund of federal contributions, voluntary contributions, gifts, grants, and bequests, transfers by the Legislature from the General Fund and the Greenhouse Gas Reduction Fund, funding from authorized general obligation bond acts, and net revenue from the Safe Drinking Water Trust that this bill would create. The bill would require the state board to expend moneys in the fund for grants, loans, contracts, or services to assist eligible applicants. The bill by July 1, 2021, and by July 1 of each year thereafter, would require the state board to adopt, working with a multistakeholder advisory group, after a public workshop and a public hearing, an annual fund implementation plan. The bill would require the state board annually to prepare and make publicly available a report of expenditures of the fund and to adopt annually, after a public hearing, an annual update to a specified needs analysis. By creating a new continuously appropriated fund, this bill would make an appropriation. This bill contains other related provisions and other existing laws.

[SB 690](#)[Hueso D](#)**California regional water quality control boards: membership: disqualifying financial interest.**

Text Version: Introduced: 2/22/2019 Position: Watch
[html](#) [pdf](#)

Status: 3/14/2019-Referred to Com. on RLS.

Under existing law, the State Water Resources Control Board and the 9 California regional water quality control boards prescribe waste discharge requirements in accordance with the federal national pollutant discharge elimination system permit program established by the federal Clean Water Act and the Porter-Cologne Water Quality Control Act. Existing law requires regional boards to consist of 7 members appointed by the Governor and prohibits a member of a regional board from participating in specified board actions in which the member has a disqualifying financial interest within the meaning of the Political Reform Act of 1974. This bill would make a nonsubstantive change within these provisions.

[SB 693](#)[Borgeas R](#)**State Water Resources Control Board: Administrative Hearings Office.**

Text Version: Introduced: 2/22/2019 Position: Watch
[html](#) [pdf](#)

Status: 3/14/2019-Referred to Com. on RLS.

Existing law, operative July 1, 2019, creates within the State Water Resources Control Board an Administrative Hearings Office composed of attorneys qualified to act as hearing officers in adjudicative proceedings involving water rights matters. Existing law prescribes procedures for hearings presided over by the office, including the adoption of a final order by the office for certain matters imposing administrative civil liability, and the preparation of a proposed order to be submitted for final review by the board for all other matters presided over by the office. This bill would make nonsubstantive changes in these provisions.

[SB 699](#)[Hill D](#)**Director of Water Resources.**

Text Version: Introduced: 2/22/2019 Position: Watch
[html](#) [pdf](#)

Status: 3/14/2019-Referred to Com. on RLS.

Existing law establishes in the Natural Resources Agency the Department of Water Resources, which is under the control of the Director of Water Resources. Existing law provides for the appointment of the director by the Governor, subject to confirmation by the Senate. Existing law requires the director to organize the department as necessary and authorizes the director to create divisions, subdivisions, and branch offices, as prescribed. This bill would make nonsubstantive changes relating to the powers of the director.

[SB 762](#)[Jones R](#)**Groundwater storage: beneficial use.**


Text Version: Introduced: 2/22/2019 Position: Watch
[html](#) [pdf](#)

Status: 3/14/2019-Referred to Com. on RLS.

Existing law specifies that the storing of water underground, including the diversion of streams and the flowing of water on lands necessary to the accomplishment of that storage, constitutes a beneficial use of water if the water so stored is thereafter applied to the beneficial purposes for which the appropriation for storage was made. This bill would make a nonsubstantive change in those provisions.



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 03, 2019
Subject: TVMWD Grand Avenue Well Equipping (Project No. 58446)

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	<input type="checkbox"/> Funds Budgeted
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Cost Estimate:	\$4,120,000

Requested Action:

No Action Necessary – Informational Item Only

Discussion:

Phase 2 - Well Equipping Bids

The TVMWD Grand Avenue Well Equipping Project will involve construction and installation of 3,070 linear feet of 8-inch DIP, 3,600 linear feet of 12-inch DIP and 900 linear feet of 16-inch diameter DIP, a vertical turbine pump, 200 horsepower motor, a well enclosure building, disinfection system modifications, and electrical improvements and SCADA integration/programming tasks.

A pre-bid meeting was held on February 28, 2019 and final bids were opened on March 21, 2019. The bid results are shown in Table 1 below. The apparent low bid of \$3,434,444 is substantially lower (18%) than the Engineer’s Estimate of \$4,200,000.

Table 1 – Bid Summary

No.	Company Name	Bid Amount
1	E.J. Meyer Co.	\$3,434,444
2	R. C. Foster	\$3,933,000
3	MNR Construction	\$4,922,870
4	GRIFCO	\$5,276,001

Staff has reviewed the references and financial information provided by the apparent low bidder (E.J. Meyer Company) and has found the bid to be complete. E.J. Meyer and its team of sub-contractors has successful experience on similar projects with various water agencies. Therefore, staff recommends that E.J. Meyer Company be awarded the construction contract for the equipping of the Grand Avenue Well. The construction work and related activities are anticipated to require approximately nine months for complete.

Phase 2 - Well Equipping Remaining Tasks

The total anticipated well equipping (phase 2) related costs for design and construction is about \$4,120,000. This includes design, construction, SCADA Integration, estimated SCE infrastructure improvement costs/fees, soils/materials testing and a 10% construction contingency to cover any unforeseen costs through the remainder of the construction phase. These costs are shown in Table 2 below.

Table 2 – Remaining Well Equipping Tasks

Task/Item Description	Cost
Design, CM, and Inspection (Stantec)	\$149,650
Well Equipping & Pipeline Construction (Contractor)	\$3,434,444
SCE Infrastructure Improvements & fees (estimated)	\$125,000
Soils & Materials Testing	\$19,800
Construction Contingency (10%)	\$343,440
SCADA Integration & Programming (Prime Systems)	\$48,000
Sub-Total:	\$4,120,330

In addition, we had previously requested \$2,532,000 in the FY 2019-20 budget to bring the total to \$3,900,000 for completion. We have now added an additional \$225,000 to the FY 2019-20 budget in order to successfully complete the project.

Based on the pumping development and production testing conducted during drilling (phase 1) activities, the pumping capacity of Grand Avenue Well is expected to be about 700 to 750 gpm. At this pumping rate, the Grand Avenue would be the highest producing District well.

Strategic Plan Objective(s):

- 1.3 – Maintain diverse sources of water supplies and storage, and increase extractable water storage supplies to 10,000 AF.
- 1.4 – Capable of delivering 10,000 AFY from local sources in case of drought or catastrophe.
- 1.5 – Maintain water infrastructure to assure 100% reliability.
- 2.1 – Utilize 10,000 AF of well production to meet annual demands.
- 2.3 – Manage water infrastructure and staff operations to minimize costs.
- 3.3 – Be accountable and transparent with major decisions

Attachment(s):

None

Meeting History:

Board Meeting – March , 2019

MC/BP



DIRECTOR EXPENSE SHEET

NAME: Brian Bowcock, Division 3

MONTH / YEAR

February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	1	D & M board meeting	La Verne				\$ 200.00
Half day training program for all board members							
2	5	Citrus College Over-site committee	La Verne	Glendora	18.0	\$ 10.44	\$ 200.00
Representing city of Claremont on Citrus bond issues							
3	6	TVMWD BOD MEETING	La Verne	Claremont	10.0	\$ 5.80	\$ 200.00
Regular meeting of the district discussion of issues in the region							
4	8	CTEC Strategic Plan	La Verne				\$ 200.00
This was put on by the Learning Center for all the classes at the Fairplex							
5	11	CTEC water advisory committee	La Verne				\$ 200.00
Regular meeting of the committee to help young men and women to a career in water.							
6	12	WOA meeting	La Verne		35.0	\$ 20.30	\$ 200.00
Engineering and Administration meetings discuss issues and projects with the boundaries of the WOA.							
7	18	TALK GROUP	La Verne	Glendora	10.0	\$ 5.80	\$ 200.00
Today we discussed upcoming bills both Assembly and Senate dealing with open space and community development							
8	20	TVMWD BOD MEETING	La Verne	Claremont	10.0	\$ 5.80	\$ 200.00
Regular meeting of the board to discuss issues within our boundaries							
9	27	Six Basins bod	La Verne	Claremont	10.0	\$ 5.80	\$ 200.00
Regular monthly meeting to discuss issues and the strategic plan.							
10	28	TVMWD LEADERSHIP BREAKFAST	La Verne				\$ 200.00
Quarterly meeting the speaker from MWD to discuss the Colorado River.							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
2			
3			
4			
5			

I certify the above is correct and accurate to the best of my knowledge

Signature

Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 53.94
Subtotal Meeting Compensation	\$ 2,000.00
Subtotal All	\$ 2,053.94
Mandatory Deferred Compensation @ 7.5%	(\$ 150.00)
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	(\$ 800.00)
TOTAL	\$ 1,103.94

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

NAME: David De Jesus, MWD

MONTH / YEAR

February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	1	Conference call with Operations Manager Jim Green					\$ 200.00
Monthly meeting with Mr. Jim Green on E&O Committee related issues, projects and operations							
2	5	San Gabriel Valley Caucus Meeting					\$ 200.00
Joined SGV directors (San Mario, Foothill, and Upper District) for a discussion on issues impacting our respective areas.							
3	7	Northern Caucus Group Meeting					\$ 200.00
Meeting with directors and management to discuss previous months operations and this months agenda items including legal, water, and legislative updates							
4	8	CTEC Special Strategic Planning Session					\$ 200.00
Attended the Pomona Fairplex Study session to address the need of students in various fields including water. Dr. Erik Rolland the Dean of Cal-Poly Pomona College of Business Administration spoke on the "Future of the Workforce"							
5	11	Committee Meetings					\$ 200.00
Attended various meetings which will be reported on at the regularly scheduled Three Valley Meeting							
6	12	Board Meeting					\$ 200.00
Attended the Board meeting the details of which will be reported at the Three Valleys Meeting or video of which can be found on the MWD website							
7	13	Colorado River Board Meeting					\$ 200.00
Monthly meeting with the key issue on hand being the water systems water supply and the Drought Contingency Plan that is nearing approval of all of the seven Basin States.							
8	15	Follow-up conference call with Operation Manager Green					\$ 200.00
This meeting was called to discuss transitional issues related with Mr Greens announced to resign/retire from MWD and to outline continued communications with his replacement. In addition, updates to the water supply in Northern California was discussed relative to additional water flows due to the high volume of water and the conditions for Article 21 (outside of amounts allocated)							
9	22	CTEC Water Advisory Committee Meeting					\$ 200.00
This meeting was a follow up to the special strategic session held earlier this month. The key focus of this meeting was to review 2019 strategies to encourage more participation from neighboring agencies and to assist in the development of potential internship programs for graduating students of the water technology program.							
10	26	Executive Committee Meeting					\$ 200.00
Attended the meeting as Vice chair of engineering and operations committee. Management provided the board with updates to their respective committees.							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
2			
3			
4			
5			

Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 0.00
Subtotal Meeting Compensation	\$ 2,000.00
Subtotal All	\$ 2,000.00
Mandatory Deferred Compensation @ 7.5%	(\$ 150.00)
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	(\$ 1,150.00)
TOTAL	\$ 700.00

I certify the above is correct and accurate to the best of my knowledge

Signature

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

NAME: David De Jesus, Division 2

MONTH / YEAR

February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	4	SGV Water Association Legislative Committee Meeting	Walnut	Azusa	20.0	\$ 11.60	\$ 200.00
<p>Attended the Legislative Committee meeting to review the potential bills with varying impacts to the industry as a whole focusing more on those with impacts to the San Gabriel Valley. The Associations Sacramento Lobbyist provide the group with updates as to process and next steps.</p>							
2	6	Board workshop	Walnut	Claremont	38.0	\$ 22.04	\$ 200.00
<p>Among other matters and staff reports, the district ceremoniously welcomed its newest board member Denise Jackman, representing Division 7.</p>							
3	14	Chino Basin Appropriative Committee Meeting	Walnut	Rancho C	42.0	\$ 24.36	\$ 200.00
<p>Attended the meeting where staff provided the committee with updates on various tasks including the pending court appeal that has been the main issue of the basin for the last couple of years.</p>							
4	19	Executive Committee Meeting	Walnut	San Dimas	26.0	\$ 15.08	\$ 200.00
<p>Met with the president and GM to review staff reports on agenda items and discuss district related issues including personnel matters.</p>							
5	20	Board Meeting	Walnut	Claremont	38.0	\$ 22.04	\$ 200.00
<p>Regular district board meeting where I took action on agenda items in representation of Division 2 residents and reported on the activities attended at MWD and fielded questions as usual.</p>							
6	21	San Gabriel Valley Water Utilities Association Meeting	Walnut	Pomona	14.0	\$ 8.12	\$ 200.00
<p>Attended the Associations meeting to hear the main speaker (Brad Coffey) from MWD spoke on the Carson Recycle Project along with other projects that would add to the supply mix that maintains our economic stance in Southern California</p>							
7	25	San Gabriel Valley Water Association	Walnut	Azusa	20.0	\$ 11.60	\$ 200.00
<p>Provided the board with an update on the water supply outlook in Northern California and the political stance on the Governors single tunnel preference. GM Litchfield reported on Three Valleys</p>							
8	28	Quarterly Leadership Meeting	Walnut	Pomona	14.0	\$ 8.12	\$ 200.00
<p>Speaker William Hasencamp of MWD provided the attendees with an update of the water supply picture now and in the future with a unique historical perspective on the development of the Seven (7) Basin states that make up the Colorado River Users.</p>							
9							
10							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
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I certify the above is correct and accurate to the best of my knowledge

Signature _____

Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 122.96
Subtotal Meeting Compensation	\$ 1,600.00
Subtotal All	\$ 1,722.96
Mandatory Deferred Compensation @ 7.5%	(\$ 120.00)
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	(\$ 1,150.00)
TOTAL	\$ 452.96

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

NAME: Carlos Goytia, Division 1

MONTH / YEAR

February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	2	TVMWD Conference Center	Pomona	Pomona	8.0	\$ 4.64	\$ 200.00
Former GM Rick Hansen Retirement Reception with local leaders from various water agencies and Elected Officials							
2	4	Pomona City Council Meeting	Pomona	Pomona	8.0	\$ 4.64	\$ 200.00
Attended City Council Meeting w/Tim Sandoval							
3	6	TVMWD BM Workshop	Pomona	Claremont	32.0	\$ 18.56	\$ 200.00
Attended and participated in boardroom discussions and deliberations							
4	9	Meeting w/Mayor Tim Sandoval & Councilmember Preciado	Pomona	Pomona	8.0	\$ 4.64	\$ 200.00
Met to discuss possible grant funding for water related City projects							
5	13	SGVEP Meeting	Pomona	Irwindale	36.0	\$ 20.88	\$ 200.00
Met wit CEO Bill Manis & Brad Jensen to discuss economic development and issues related to the Eastern San Gabriel and Pomona Valley							
6	14	PWR Joint Water Line	Pomona	Walnut	12.0	\$ 6.96	\$ 200.00
Represented TVMWD in boardroom deliberations and discussions							
7	15	City of Pomona	Pomona	Pomona	8.0	\$ 4.64	\$ 200.00
Met with Mayor Tim Sandoval and Energy Nexus group to discuss energy cost efficient programs and possible projects							
8	20	TVMWD Board Meeting	Pomona	Claremont	32.0	\$ 18.56	\$ 200.00
Attended and participated in boardroom deliberations and discussions							
9	21	SGVCOG Board Meeting	Pomona	Monrovia	38.0	\$ 22.04	\$ 200.00
Attended and participated in boardroom deliberations and discussions							
10	28	State of the City	Pomona	Pomona	8.0	\$ 4.64	\$ 200.00
Attended the Mayor's City Address shared his economic outlook and vision for the upcoming year							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
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I certify the above is correct and accurate to the best of my knowledge

Signature

Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 110.20
Subtotal Meeting Compensation	\$ 2,000.00
Subtotal All	\$ 2,110.20
Mandatory Deferred Compensation @ 7.5%	(\$ 150.00)
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	\$ 0.00
TOTAL	\$ 1,960.20

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

Item 9.C

Submit Form

NAME: Denise Jackman, Division VII

MONTH / YEAR February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	4	TCW. GM M. Litchfield regarding agenda/questions	Rowland Hts				200.00
Discussed upcoming first meeting. Agenda and packet information and upcoming meetings. Other attendees K. Howie & J. Linthicum.							
2	6	TVMWD Meeting	Rowland Hts	Claremont	45.6	24.85	200.00
Participated in Board meeting and closed session.							
3	12	Rowland Water District Meeting	Rowland Hts	Rowland Hts	2.0	1.09	200.00
Observed Board meeting and participated in discussion.							
4	14	PWR Water Commission Meeting	Rowland Hts	Walnut	12.2	6.64	200.00
Observed meeting.							
5	19	Walnut Water District Meeting	Rowland Hts	Walnut	12.2	6.64	200.00
Observed meeting and was introduced to board as new director.							
6	20	TVMWD. Meeting	Rowland Hts	Claremont	45.6	24.85	200.00
Participated in board meeting and closed session.							
7	21	SGV COG	Rowland Hts.	Claremont	44.4	24.20	200.00
Observed meeting to learn.							
8	26	Meeting with Bob Kuhn and Scott Slater	Rowland Hts	West Covina	19.8	10.79	200.00
Reviewed background information on future topics of interest of TVMWD.							
9	28	Leadership Breakfast	Rowland Hts	Pomona	28.00	15.26	200.00
Observed speaker from MWD on history of Colorado River projects.							
10							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
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5			

I certify the above is correct and accurate to the best of my knowledge

Signature _____

Subtotal Miscellaneous Expense	0
Subtotal Mileage	114.32
Subtotal Meeting Compensation	1800.00
Subtotal All	1914.32
Mandatory Deferred Compensation @ 7.5%	135.00
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	0
TOTAL	1779.32

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

NAME: Bob Kuhn, Division 4

MONTH / YEAR February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	1	SGVEP Legislative Lunch / Assembly women Blanca	Glendora	Irwindale	26.0	\$ 15.08	\$ 200.00
Update on Sacramento Issues affecting the San Gabriel Valley							
2	4	City of Glendora Meeting with City Manager	Glendora	Glendora	4.0	\$ 2.32	\$ 200.00
Discussion about San Gabriel Valley Water issues							
3	5	Glendora Community Conversation Councilmembers Boyer & Thompson	Glendora	Glendora	0.0	\$ 0.00	\$ 200.00
Update with two City Council Member to the Gen public on several issues including water in the San Gabriel Valley							
4	6	TVMWD Wookshop	Glendora	Claremont	20.0	\$ 11.60	\$ 200.00
See the agenda on the specific issues covered							
5	7	Glendora Chamber of Commerce Legislative Committee	Glendora	Glendora	4.0	\$ 2.32	\$ 200.00
Update on several issues including Water and the drought							
6	8	Maria Kennedy, Joe R, and me	Glendora	Glendora	4.0	\$ 2.32	\$ 200.00
Talked about where Maria can help Joe with some of the LAFCO issues							
7	12	Gen Manager, Bob Bocock,	Glendora	Claremont	20.0	\$ 11.60	\$ 200.00
Concerns with some of the CBWM issues							
8	13	Jack Gualco, Bear Flag Republic Meeting	Glendora	Ontario	40.0	\$ 23.20	\$ 200.00
This was in Sacramento his office - held every year to meet new and some older legislators in an informal setting							
9	19	TVMWD Exec. Committee Gen Manager, David, Me	Glendora	San Dimas	6.0	\$ 3.48	\$ 200.00
Update on district issues and a look at the coming agenda							
10	20	TVMWD Board Meeting	Glendora	Claremont	20.0	\$ 11.60	\$ 200.00
See the attached agenda for specifics on issues discussed							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
2			
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5			

Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 83.52
Subtotal Meeting Compensation	\$ 2,000.00
Subtotal All	\$ 2,083.52
Mandatory Deferred Compensation @ 7.5%	(\$ 150.00)
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	(\$ 1,850.00)
TOTAL	\$ 83.52

I certify the above is correct and accurate to the best of my knowledge

Signature

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

NAME: John Mendoza, Division 6

MONTH / YEAR February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	1	SGVEP Legislative Networking	Pomona	Irwindale			\$ 200.00
Assembly Member Blanca Rubio update of legislation and briefing of Sacramento political activity. Attended by area businesses and legislators.							
2	4	Pomona City Council meeting	Pomona	Pomona			\$ 200.00
Attended and observed City Council meeting and water related issues.							
3	5	SGVEP Non Profit legal update.	Pomona	Irwindale			\$ 200.00
Attended by SGV business sector, non profits elected officials. Recent California legislation.							
4	6	TVMWD Board of Directors Meeting	Pomona	Claremont			\$ 200.00
Meeting of the Board of Directors, staff and member agencies to discuss and vote on important District business.							
5	11	American Ground Water Conference	Pomona	Ontario			\$ 200.00
American Ground Water Conference two day session of important water issues.							
6	12	American Ground Water Conference	Pomona	Ontario			\$ 200.00
Two day Water Conference focusing on important new laws ang legislations affect Water Agencies and local government.							
7	20	TVMWD Board of Directors meeting	Pomona	Claremont			\$ 200.00
Meeting of the Board of Directors and staff to vote on important issues related to the District and member agencies.							
8	21	SCWUA	Pomona	Pomona			\$ 200.00
Southern California Water Supply Update Brad Coffee. Group Manager, Water Resource Development MWD							
9	27	Six Basins	Pomona	Claremont			\$ 200.00
Meeting of member agencies of the Six Basins. Update on Ground Water and issues affecting the Basin.							
10	28	TVMWD Leadership Breakfast	Pomona	Pomona			\$ 200.00
Up date on water issues related to drought and other water related issues attended by elected officials, local community and water agencies							

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
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Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 0.00
Subtotal Meeting Compensation	\$ 2,000.00
Subtotal All	\$ 2,000.00
Mandatory Deferred Compensation @ 7.5%	(\$ 150.00)
Voluntary Deferred Compensation <i>(negative entry: default @ 0)</i>	\$ 0.00
TOTAL	\$ 1,850.00

I certify the above is correct and accurate to the best of my knowledge

Signature

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



DIRECTOR EXPENSE SHEET

NAME: Joe Ruzicka, Division 5

MONTH / YEAR February 2019

No	Day	Title of Meeting / Description	Mileage (assumed as round trip unless noted)				Meeting Compensation
			From City	To City	Miles	Miles \$	
1	6	TVMWD - Board Meeting	Diamond Bar	Claremont	40.0	\$ 23.20	\$ 200.00
Attended and participated in the deliberations.							
2	8	TVMWD - Special Meeting. Kuhn re LAFCO	Diamond Bar	Glendora	22.0	\$ 12.76	\$ 200.00
Attended and discussed various issues covered at LAFCO.							
3	11	SGV Regional Chamber - GAC Meeting	Diamond Bar	Rowland Hgts.	14.0	\$ 8.12	\$ 200.00
Attended and met with business and political leaders and discussed current legislation in Sacramento and Washington, D.C.							
4	12	RWD - Board Meeting	Diamond Bar	Rowland Hgts.	14.0	\$ 8.12	\$ 200.00
Attended and apprised myself of issues of concern to a member agency.							
5	13	LAFCO - Commission Meeting	Diamond Bar	Los Angeles	60.0	\$ 34.80	\$ 200.00
Attended and participated in the deliberations as Alternate Special District Representative.							
6	19	WVWD - Board Meeting	Diamond Bar	Walnut	10.0	\$ 5.80	\$ 200.00
Attended and apprised myself of the issues of concern to a member agency.							
7	20	TVMWD - Board Meeting	Diamond Bar	Claremont	40.0	\$ 23.20	\$ 200.00
Attended and participated in the deliberations.							
8	21	SGV Regional Chamber - Congressman Gil Cisneros	Diamond Bar	Diamond Bar	8.0	\$ 4.64	\$ 200.00
Attended and honored local outstanding citizens.							
9	28	TVMWD - MWDC. Bill Hasencamp, Mgr Colorado River Resources	Diamond Bar	Pomona	22.0	\$ 12.76	\$ 200.00
Attended and was given an update on water supplies from the Colorado River and the programs needed to augment those supplies by the MET .							
10			Diamond Bar				

No	Day	Miscellaneous Expense (please itemize each expense)	Misc. Expense
1			
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I certify the above is correct and accurate to the best of my knowledge

Signature

Subtotal Miscellaneous Expense	\$ 0.00
Subtotal Mileage	\$ 133.40
Subtotal Meeting Compensation	\$ 1,800.00
Subtotal All	\$ 1,933.40
Mandatory Deferred Compensation @ 7.5%	(\$ 135.00)
Voluntary Deferred Compensation <i>(negative entry; default @ 0)</i>	\$ 0.00
TOTAL	\$ 1,798.40

* Mileage is reimbursed at IRS Standard Business Mileage Rate

**Directors are eligible for ten meeting days per month at \$200 per day. Ordinance Nos. 02-01-7 and 02-07-15



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: Chief Engineer/Resources Officer Job Modification

<input checked="" type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

Staff recommends approval of:

1. The proposed modification to the Organizational Chart
2. The proposed modification to the Salary Schedule
3. Ratification of the recruitment process for the Chief Water Resources Officer

Background:

Pursuant to CalPERS and California Code of Regulations Section 570.5, salary schedule changes must be approved and adopted by the employer's governing body according to the requirements of applicable public meeting laws.

Discussion:

The current Chief Engineer/Resources Officer, Mr. Garcia, has submitted his letter of retirement effective July 1, 2019. As is customary, staff is taking this opportunity to consider how best to fill this vacancy. As a result, staff is proposing a slight modification of the job duties to better reflect current and future needs, resulting in this position being changed to Chief Water Resources Officer.

To expedite this transition, staff has already initiated the recruitment process for the Chief Water Resources Officer, with a goal of having the position filled prior to Mr. Garcia's departure.

Attached are an updated organizational chart and salary schedule reflecting the change in title for this position.

Also, due to cancelling the March 20, 2019 meeting, the Board had yet to approve the salary schedule that reflects the reclassification of the Water Operations Manager to Chief Operations Officer as approved in the strategic plan. This is also reflected in the attached salary schedule.

Strategic Plan Objective(s):

2.4 – Evaluate short-term and long-term workforce needs to achieve optimal efficiency and cost effectiveness without sacrificing employee morale or productivity

3.3 – Be accountable and transparent with major decisions

Attachment(s):

Exhibit A – Organizational Chart Effective April 3, 2019

Exhibit B – Salary Schedule Effective April 3, 2019

Meeting History:

None

MC/JL



Proposed Organizational Chart

VOTING ELECTORATE

BOARD OF DIRECTORS

GENERAL MANAGER

EXECUTIVE ASSISTANT

CHIEF FINANCE OFFICER

CHIEF ADMINISTRATIVE OFFICER

CHIEF WTR RESOURCES OFFICER

CHIEF OPERATIONS OFFICER

SENIOR FINANCIAL ANALYST

CONSERVATION & RESOURCE ANALYST

PROJECT MANAGER

OPERATIONS SUPERVISORS (2)

COMPLIANCE SPECIALIST

ACCOUNTING TECHNICIAN

ADMINISTRATIVE ASSISTANT

ASSISTANT ENGINEER

SHIFT OPERATORS (8)
INST/ELEC SYSTEM OPERATOR
APPRENTICES (PT)

Matthew Litchfield, P.E.
General Manager

April 3, 2019
Date

FTE **24**

**THREE VALLEYS MUNICIPAL WATER DISTRICT
ANNUAL SALARY RANGE BY CLASSIFICATION**

Effective: April 3, 2019

CLASSIFICATION	Minimum Salary Range	Maximum Salary Range
ACCOUNTING TECHNICIAN	\$ 48,127	\$ 77,003
ADMINISTRATIVE ASSISTANT	\$ 44,483	\$ 71,172
CHIEF ADMINISTRATIVE OFFICER	\$ 135,235	\$ 216,376
CHIEF FINANCE OFFICER	\$ 135,235	\$ 216,376
CHIEF OPERATIONS OFFICER	\$ 135,235	\$ 216,376
CHIEF WATER RESOURCES OFFICER	\$ 135,235	\$ 216,376
COMPLIANCE SPECIALIST	\$ 63,112	\$ 100,980
CONSERVATION & RESOURCE ANALYST	\$ 74,503	\$ 119,205
ENGINEER	\$ 75,117	\$ 120,187
EXECUTIVE ASSISTANT	\$ 55,419	\$ 88,671
GENERAL MANAGER	\$ 220,000	\$ 275,000
INSTRUMENTATION/ELECTRICAL SYSTEM OPERATOR	\$ 67,234	\$ 107,575
OPERATIONS SUPERVISOR	\$ 79,519	\$ 127,231
PLANT ASSISTANT	\$ 38,678	\$ 61,884
PROJECT MANAGER	\$ 98,622	\$ 157,795
SENIOR FINANCIAL ANALYST	\$ 74,317	\$ 118,908
SHIFT OPERATOR II	\$ 47,603	\$ 76,164
SHIFT OPERATOR III	\$ 58,588	\$ 93,740
SHIFT OPERATOR IV	\$ 64,648	\$ 103,437
SHIFT OPERATOR V	\$ 67,234	\$ 107,575

Based on Board approval, an adjustment to each salary range classification will be considered for July 1 of each year. Range adjustments are tied to changes in the Consumer Price Index - Urban Wage Earners and Clerical Workers for Los Angeles-Long Beach-Anaheim as prepared by the Bureau of Labor Statistics, from current year annual to the prior year annual. The adjustment to each salary range is intended to keep TVMWD's salary ranges at the market level and may not necessarily impact individual salaries. The opportunity for individual salary increases will continue under the merit-based system employed by TVMWD. An important note is that an employee's annual salary may be below the minimum salary range if: (1) their annual evaluation has not yet occurred in the current fiscal year or (2) their performance documented in prior annual evaluations has not merited an increase that has kept up with index adjustments to the salary ranges.

Shift Differential Pay

- Operators and plant assistants who work on Friday, Saturday or Sunday will be compensated with 10% additional pay for those hours.
- Shift differential pay is considered special compensation and will be reported to CalPERS as such.

On-Call Pay


- Standby operators who serve as the on-call standby operator each evening will be paid \$35 per day (\$70 on holidays).
- Laptop operators who serve as the on-call plant operator each evening will be paid \$90 per day (\$180 on holidays).
- In addition to receiving the on-call pay noted above, the on-call operators will be paid for the additional time spent responding to situations.
 - If responding by phone/tablet/laptop only, the on-call operator will be guaranteed at least 15 minutes of additional pay. All time over 15 minutes will be rounded up to the nearest 15 minute increment.
 - If responding in person, the on-call operator will be guaranteed at least two hours of additional pay. All time over two hours (portal to portal) will be rounded up to the nearest 15 minute increment.
 - Operators will be eligible for OT and shift differential pay as applicable for time spent responding.
- On-call pay is not considered special compensation and thus will not be included as a part of final compensation in calculating CalPERS pension.

Holiday Pay

- Any employee scheduled who works on either the actual holiday or the observed holiday will be paid at one and one-half times the employee's regular rate of pay. Since the employee is working the holiday, the employee will also be paid an additional eight hours at regular pay for that holiday.



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: **FY 2018-19 Project Encumbrances**

<input type="checkbox"/>	For Action	<input type="checkbox"/>	Fiscal Impact	\$
<input checked="" type="checkbox"/>	Information Only	<input type="checkbox"/>	Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Staff expects the following projects to continue into FY 19-20 and therefore respectfully requests funds are carried forward:

- Grand Avenue Well \$1,192,741
- Land Acquisition (future wells) 750,000
- Building Modifications 313,429
- Carports 226,972
- JWL Control Valve 151,694
- \$2,634,836**

The above is our best estimate of projects we expect to be incomplete at June 30, 2019.

This item will be brought back for consideration of adoption on April 17, 2019. A final breakdown of all projects will be provided at the conclusion of the audit (November 2019) for final approval.

Strategic Plan Objective(s):

- 1.5 – Maintain water infrastructure to assure 100% reliability
- 3.1 – Utilize and comply with a set of financial policies to maintain TVMWD’s financial health
- 3.3 – Be accountable and transparent with major decisions

Attachment(s):

None

Meeting History:

None

MC/LC



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: **Salary Schedule effective July 1, 2019**

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:

Staff Recommendation:

No Action Necessary – Informational Item Only

Background:

Pursuant to CalPERS and California Code of Regulations Section 570.5, salary schedule changes must be approved and adopted by the employer's governing body according to the requirements of applicable public meeting laws.

Discussion:

Provided for review is a draft of the salary schedule to be effective July 1, 2019, which reflects a 3.93% increase to salary ranges, based on the change from calendar year 2017 to 2018 in the Consumer Price Index - Urban Wage Earners and Clerical Workers, as prepared by the Bureau of Labor Statistics. These ranges were included in calculating the budget for FY 2019-20.

As a reminder, these adjustments are made to the salary ranges, not to the individual employee's salary. Salary changes continue to be based on the merits of the employee's annual evaluation.

This item will be brought back for consideration of adoption on April 17, 2019.

Strategic Plan Objective(s):

3.3 – Be accountable and transparent with major decisions

Attachment(s):

Exhibit A – Salary Schedule effective July 1, 2019

Meeting History:

None

MC/JL

**THREE VALLEYS MUNICIPAL WATER DISTRICT
ANNUAL SALARY RANGE BY CLASSIFICATION**

Effective: July 1, 2019

CLASSIFICATION	Minimum Salary Range	Maximum Salary Range
ACCOUNTING TECHNICIAN	\$ 50,018	\$ 80,029
ADMINISTRATIVE ASSISTANT	\$ 46,231	\$ 73,969
CHIEF ADMINISTRATIVE OFFICER	\$ 140,549	\$ 224,878
CHIEF FINANCE OFFICER	\$ 140,549	\$ 224,878
CHIEF OPERATIONS OFFICER	\$ 140,549	\$ 224,878
CHIEF WATER RESOURCES OFFICER	\$ 140,549	\$ 224,878
COMPLIANCE SPECIALIST	\$ 65,592	\$ 104,947
CONSERVATION & RESOURCE ANALYST	\$ 77,430	\$ 123,889
ENGINEER	\$ 78,068	\$ 124,910
EXECUTIVE ASSISTANT	\$ 57,596	\$ 92,154
GENERAL MANAGER	\$ 220,000	\$ 275,000
INSTRUMENTATION/ELECTRICAL SYSTEM OPERATOR	\$ 69,876	\$ 111,801
OPERATIONS SUPERVISOR	\$ 82,643	\$ 132,229
PLANT ASSISTANT	\$ 40,198	\$ 64,316
PROJECT MANAGER	\$ 102,497	\$ 163,995
SENIOR FINANCIAL ANALYST	\$ 77,237	\$ 123,579
SHIFT OPERATOR II	\$ 49,473	\$ 79,157
SHIFT OPERATOR III	\$ 60,890	\$ 97,424
SHIFT OPERATOR IV	\$ 67,188	\$ 107,501
SHIFT OPERATOR V	\$ 69,876	\$ 111,801

Based on Board approval, an adjustment to each salary range classification will be considered for July 1 of each year. Range adjustments are tied to changes in the Consumer Price Index - Urban Wage Earners and Clerical Workers for Los Angeles-Long Beach-Anaheim as prepared by the Bureau of Labor Statistics, from current year annual to the prior year annual. The adjustment to each salary range is intended to keep TVMWD's salary ranges at the market level and may not necessarily impact individual salaries. The opportunity for individual salary increases will continue under the merit-based system employed by TVMWD. An important note is that an employee's annual salary may be below the minimum salary range if: (1) their annual evaluation has not yet occurred in the current fiscal year or (2) their performance documented in prior annual evaluations has not merited an increase that has kept up with index adjustments to the salary ranges.

Shift Differential Pay

- Shift operators and plant assistants who work at times other than dayshift (7 AM to 3 PM) will be compensated with 10% additional pay for those hours.
- Shift differential pay is considered special compensation and will be reported to CalPERS as such.

Standby Pay


- Shift operators who serve in an on-call capacity will be paid \$35 per day (\$70 on holidays).
- One operator will be designated to serve in this role every day (weekdays and weekends).
- The on-call operator must be available on his designated day to return to the plant within 30 minutes of receiving a call, ready for work as in any other instance. If the on-call operator is unable to return to work, he is responsible for locating a substitute operator. The substitute operator will receive the \$35 standby pay.
- In addition to receiving the \$35 per day, the on-call operator will be paid for the additional time spent responding to the situation.
 - If responding by phone only, the on-call operator will be guaranteed at least 15 minutes of additional pay. All time over 15 minutes will be rounded up to the nearest 15 minute increment.
 - If responding in person, the on-call operator will be guaranteed at least two hours of additional pay. All time over two hours will be rounded up to the nearest 15 minute increment.
 - Operators will be eligible for OT and shift differential pay as applicable for time spent responding.
- Standby pay is not considered special compensation and thus will not be included as a part of final compensation in calculating CalPERS pension.

Holiday Pay

- Any employee scheduled who works on either the actual holiday or the observed holiday will be paid at one and one-half times the employee's regular rate of pay. Since the employee is working the holiday, the employee will also be paid an additional eight hours at regular pay for that holiday.



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: **FY 2019-20 Budget**

<input type="checkbox"/>	For Action	<input checked="" type="checkbox"/>	Fiscal Impact	\$ 70,600,000
<input checked="" type="checkbox"/>	Information Only	<input type="checkbox"/>	Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Attached is the second draft of the FY 2019-20 budget. After discussion with the Board and the member agencies, the following have been updated from the first draft reviewed:

- The first draft had an error in the calculation of the fixed charge assessment in the revenues section for FY 2019-20. The fixed charge assessment summary distributed was still correct.
- \$50,000 for GIS was omitted from the professional services calculation.
- Staff compensation was adjusted downward to reflect updated information.
- Property tax revenues are coming in higher than expected for the current year. We have increased future estimates accordingly. This only affects the Capital Fund and thus has no impact on the overall water rate.
- Capital Investment Program was increased \$225,000 upon final summary of expected costs to complete Grand Avenue Well Equipping. This only affects the Capital Fund and thus has no impact on the overall water rate.

The Budget Ad-Hoc committee met on March 19, 2019 and April 1, 2019. The committee discussed legislative outreach, community outreach and memberships. From that discussion, staff is recommending the following:

- Legislative Outreach – continue contracting with Michael J. Arnold & Associates, who will provide a monthly written detail of the services performed during the prior month.

- Community Outreach – increase the budget back to \$75,000 (from \$50,000) to maintain the same level of outreach currently provided.
- Memberships:
 - San Gabriel Valley Economic Partnership – reduce annual membership from \$20,000 level to \$5,000 level. TVMWD will remain viable members with the opportunity to participate in all of the events and activities that we currently do. While we can still sponsor individual events, we will no longer have *automatic* table sponsors of these multiple events occurring annually.
 - Los Angeles County Business Federation – will not renew \$5,000 membership. In the year that TVMWD has been a member, we’ve found that an overwhelming majority of the meetings and functions occur in Los Angeles and are focused on private sector business interests, having minimal relation to special districts and more specifically, water.
 - Southern California Water Coalition – reduce annual membership from \$5,000 level to \$500 level. TVMWD will remain an active member but will not be built-in sponsors for every event taking place during the year.
 - San Gabriel Valley Council of Governments (SGV-COG) – no change. TVMWD’s participation in the SGV-COG is via a JPA with SGVMWD and USGVMWD, in which the JPA is allowed to appoint a board member to the SGV-COG. This board member seat rotates annually among the three agencies. Staff will meet with these agencies regarding how best to maximize benefits for the three participants.

Summary:

Based on this second draft of the budget, TVMWD would be able to maintain the current \$10 surcharge discount for 2020 and the foreseeable future.

The budget will be brought back for consideration of adoption at the April 17, 2019 board meeting.

Strategic Plan Objective(s):

- 3.1 – Utilize and comply with a set of financial policies to maintain TVMWD’s financial health
- 3.3 – Be accountable and transparent with major decisions

Attachment(s):

Exhibit A – Budget Draft 2.0

Meeting History:

Board of Directors Meeting, March 6, 2019, Informational Item Only

Budget Ad-Hoc Meeting, March 19, 2019, Informational Item Only


Budget Ad-Hoc Meeting, April 1, 2019, Informational Item Only

MC/JL

FY 2019/20 TVMWD BUDGET VERSION 2.0										
	FY 2018/19	FY 2018/19	FY 2019/20	Pass Through	Operating	Capital	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
	Budget	Projected	Budget	Fund	Fund	Fund	Budget	Budget	Budget	Budget
REVENUES										
Water Sales	56,527,935	58,950,419	58,985,405		58,985,405		57,380,721	57,910,094	59,524,004	61,364,662
Standby Charge	3,466,681	3,466,681	3,554,640	3,554,640			3,860,294	4,184,696	4,407,857	4,732,277
Capacity Charge Assessment	1,208,200	1,208,200	1,173,600	1,173,600			1,303,120	1,381,880	1,474,960	1,582,360
Property Taxes	2,120,753	2,328,648	2,300,944			2,300,944	2,300,944	2,300,944	2,300,944	2,300,944
Fixed Charge Assessment	665,906	665,906	685,623		685,623		701,659	725,230	747,376	769,208
Hydroelectric Sales	34,583	126,609	126,609		126,609		126,609	126,609	126,609	126,609
Interest Income	151,600	315,939	212,900		212,900		212,900	212,900	212,900	212,900
Pumpback O&M & Reservoir #2 Reimb.	20,000	32,918	20,000	20,000			20,000	20,000	20,000	20,000
Grants and Other Revenue	5,054	107,597	5,170		5,170		5,300	5,432	5,568	5,707
TOTAL REVENUES	64,200,712	67,202,915	67,064,891	4,748,240	60,015,708	2,300,944	65,911,546	66,867,786	68,820,218	71,114,667
EXPENSES										
Water Purchases	50,329,636	53,064,789	52,837,522		52,837,522		51,005,884	51,533,845	53,089,810	54,669,480
MWD RTS Charge	3,466,681	3,466,681	3,554,640	3,554,640			3,860,294	4,184,696	4,407,857	4,732,277
Staff Compensation	4,239,457	4,162,710	4,200,756		4,200,756		4,340,598	4,522,072	4,701,748	4,869,899
MWD Capacity Charge	1,208,200	1,208,200	1,173,600	1,173,600			1,303,120	1,381,880	1,474,960	1,582,360
Operations and Maintenance	1,422,790	1,455,425	1,347,432		1,347,432		1,365,074	1,394,329	1,424,211	1,454,734
Capital Repair and Replacement	700,199	327,770	285,000			285,000	100,000	-	-	200,000
Capital Investment Program	3,379,974	1,053,468	3,233,213			3,233,213	1,032,684	2,341,000	2,986,222	1,087,925
Professional Services	470,450	496,457	524,982		524,982		536,233	597,725	559,463	571,453
Directors Compensation	309,965	297,213	331,520		331,520		336,999	342,768	348,841	355,236
Communication and Conservation Programs	185,700	185,560	193,000		193,000		197,136	201,361	205,677	210,084
Planning and Resources	60,000	137,500	90,000		90,000		91,929	93,899	95,911	97,967
Membership Dues and Fees	106,318	102,923	81,054		81,054		82,791	84,565	86,378	88,229
Hydroelectric Facilities	42,500	39,604	39,000		39,000		39,836	40,690	41,562	42,452
Pumpback O&M & Reservoir #2	20,000	32,918	20,000	20,000			20,000	20,000	20,000	20,000
Board Elections	-	76,363	-		-		-	-	-	-
Reserve Replenishment	234,878	234,878	238,181		238,181		238,181	238,999	238,999	239,835
Project Encumbrances from prior year		2,634,836	2,634,836			2,634,836	-	-	-	-
TOTAL EXPENSES	66,176,748	68,977,293	70,784,736	4,748,240	59,883,447	6,153,049	64,550,758	66,977,829	69,681,639	70,221,930
NET INCOME (LOSS) BEFORE TRANSFERS	(1,976,037)	(1,774,379)	(3,719,845)	-	132,261	(3,852,105)	1,360,788	(110,043)	(861,422)	892,737
TRANSFER FROM BOARD ELECTION RESERVES	-	76,363								
TRANSFER FROM/(TO) CAPITAL RESERVES	97,132	97,132	1,217,269			1,217,269	(1,168,260)	40,056	685,278	(1,013,019)
TRANSFER FROM/TO ENCUMBERED RESERVES	1,907,288	1,907,288	2,634,836			2,634,836				
NET INCOME (LOSS) AFTER TRANSFERS	28,384	306,405	132,261	-	132,261	-	192,528	(69,987)	(176,144)	(120,282)
	CY 2019		CY 2020				CY 2021	CY 2022	CY 2023	CY 2024
MWD RATE	\$ 1,050		\$ 1,078				1,104	1,130	1,159	1,183
TVMWD SURCHARGE	\$ (10)		\$ (10)				(10)	(10)	(10)	(10)
TVMWD RATE	\$ 1,040		\$ 1,068				\$ 1,094	\$ 1,120	\$ 1,149	\$ 1,173
ANNUAL FIXED CHARGE	\$ 681,330		\$ 689,917				\$ 713,400	\$ 737,060	\$ 757,692	\$ 780,724



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: Draft Resolution Adopting Water Rates and Charges for CY 2020

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Attached for review is the draft rate resolution reflecting the rates and charges that will go into effect January 1, 2020. Based on the assumptions for TVMWD FY 2019-20 Budget 2.0, TVMWD will apply a surcharge discount of -\$10 per AF to treated water delivered during calendar year 2020. This is the third consecutive year TVMWD has been able to reduce MWD’s treated water rate with a discounted surcharge.

TVMWD will apply a \$0 surcharge to all untreated water delivered during calendar year 2020. Untreated water delivered may be subject to additional charges from other agencies based on the connection used and basin delivered to.

Also attached are the summary drafts of the capacity charge and fixed charges for 2020.

This item will be brought back for consideration of adoption on April 17, 2019.

Strategic Plan Objective(s):

- 3.1 – Utilize and comply with a set of financial policies to maintain TVMWD’s financial health
- 3.3 – Be accountable and transparent with all major decisions

Attachment(s):

Exhibit A – Resolution No. 19-04-DRAFT – Water Rates and Charges for Calendar Year 2020

Exhibit B – Capacity Charge 2020

Exhibit C – Fixed Charges 2020

Meeting History:

Board of Directors Meeting, March 20, 2019, Informational Item

MC/LC

RESOLUTION NO. 19-04-DRAFT

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THREE VALLEYS MUNICIPAL WATER DISTRICT
ADOPTING WATER RATES FOR CALENDAR YEAR 2020**

WHEREAS, the Board of Directors of Three Valleys Municipal Water District (“TVMWD”) finds as follows:

A. TVMWD is a municipal water district organized and operating pursuant to Water Code Section 71000 et seq., and is a Member Agency of the Metropolitan Water District of Southern California (“MWD”) which wholesales imported water to TVMWD;

B. TVMWD is responsible for the sale and distribution of the water it purchases from MWD, and is authorized under Water Code Sections 71611-71613 to sell any water within its control to consumers, cities, and other public agencies and corporations;

C. Under Water Code Sections 71613-71617, TVMWD is authorized to fix rates at which the water it delivers may be sold;

D. TVMWD has approved the Fiscal Year (FY) Budget for 2019-20 consisting of expenses for expected water sales, reserves, and the Miramar Water Treatment Plant (“Miramar”);

E. TVMWD intends to collect sufficient revenues to cover the projected expenses from miscellaneous revenue, state subventions, property taxes, and by rate-based fees and charges for delivered and/or stored water;

F. The revenues raised by the levying of TVMWD’s water rates are used for all the purposes authorized by law, including but not limited to (1) funding the operating costs of TVMWD, including employee wages and benefits; (2) purchasing or leasing supplies, equipment, and materials; (3) meeting financial reserve needs and requirements; (4) obtaining funds for capital projects necessary to maintain service within existing services areas; (5) providing for repairs, maintenance, and depreciation of works owned and operated by TVMWD; (6) yielding a reasonable surplus for improvements, extensions, and enlargements; and (7) paying the principal, interest and maintaining the required coverage on any bonded indebtedness;

G. The establishment, modification, structuring, restructuring, and approval of TVMWD’s water rates are for the purpose of meeting TVMWD’s operating expenses (including employee wages and benefits), purchasing and/or leasing supplies, equipment, and materials, meeting TVMWD’s financial reserve needs and requirements, and obtaining funds for capital projects necessary to maintain service within TVMWD’s existing service areas, and is therefore exempt from the requirements of the California Environmental Quality Act as provided by Public Resources Code Section 21080(b)(8);

H. The amount of the rates and charges hereby adopted do not exceed the reasonable anticipated costs for the corresponding services provided by TVMWD, and therefore the fees imposed hereby do not qualify as a “tax” under Article XIIC, Section 1(e), of the California Constitution or Section 50076 of the California Government Code, and the

actions taken herein are exempt from the additional notice and public meeting requirements of the Ralph M. Brown Act pursuant to Government Code Sections 54954.6(a)(1)(A) and (B); and

I. To the extent that the water rates hereby adopted apply to TVMWD’s provision of wholesale water service to its retail agencies, such rates are not imposed upon any person as an incident of property ownership, and thus are not subject to the substantive and procedural prerequisites of Article XIID of the California Constitution.

NOW, THEREFORE, BE IT RESOLVED that TVMWD’s Board of Directors (“Board”) does hereby adopt and order as follows:

1. **Effective Date.** The effective date of the following rates, fees and charges shall be January 1, 2020 unless otherwise noted. The rates shall remain in effect until changed or canceled by the Board.
2. **Rates.** All sales, deliveries, and availability of water at the rates established herein shall be subject to the ability of TVMWD to sell, deliver, and make available such water under operating conditions determined by the General Manager of TVMWD and of MWD, and subject to the water service agreements of TVMWD and of MWD.
 - A. **TVMWD Water Rates.** MWD has assigned a “base firm demand” or allocation of water deliveries to TVMWD for the period January 1, 2015 through December 31, 2024 based on Option 2 of the new 10-year purchase order agreement. A Tier 1 base firm demand of 80,688 acre-feet has been allocated to the TVMWD Member Agencies based on the proportional share of each Member Agency’s 10-year average (FY 2005 through FY 2014); however, no agency will receive less than their CY 2014 Tier 1 limit. The Tier 1 allocations for calendar year 2020 are as follows:

<i>Member Agency</i>	<i>CY 2020 Tier 1 Allocation</i>
Boy Scouts	36
Cal Poly	269
Covina	1,568
Glendora	4,101
JWL	31,066
La Verne	8,026
Mt. SAC	699
RWD	4,879
GSWC - Claremont	5,576
GSWC - San Dimas	10,138
VHWC	464
Suburban	1,961
WVWD	11,905
<i>Tier-1 Acre Foot Allotment</i>	<i>80,688</i>

Each Member Agency's allocation may change if TVMWD's base firm demand is changed, but the sum of the Tier 1 allocations shall remain the same as the base firm demand assigned to TVMWD by MWD. If TVMWD's base firm demand is changed, the Member Agency Tier 1 allocation will change in proportion to the amount the agency contributed to the change and in comparison to the total increase in TVMWD's base firm demand.

Effective January 1, 2020 treated water from TVMWD will be sold at \$1,068 per acre foot for Tier 1 and \$1,155 per acre foot for Tier 2.

Individual Member Agencies that exceed their Tier 1 allocation during the calendar year will be billed at the end of the calendar year for the additional demand at the appropriate Tier 2 amount, depending upon actual Tier 2 costs incurred by TVMWD as a whole.

- B. Groundwater Replenishment Water Rate.** MWD did not adopt a replenishment water rate for 2020 and beyond. Groundwater replenishment water is provided only when additional water for such use is available from MWD. Subject to any applicable legal restrictions, the General Manager may set a groundwater replenishment rate at his/her discretion for deliveries to non-Member Agencies as long as the amount is no less than the rates applicable to Member Agencies.
- C. In Lieu Water Rate.** MWD did not adopt a replenishment water rate for 2020 and beyond, therefore an in-lieu water rate has yet to be determined. As provided for in the section on replenishment service in the MWD Rate Structure Administrative Procedures Handbook, TVMWD will incorporate these procedures for the sale of available in-lieu water service. This water will be sold for the replenishment of water supplies in groundwater basins, as a substitute for deliveries from the Weymouth Treatment and Miramar Treatment facilities.
- D. Untreated Water Rate.** Untreated water purchased from MWD for spreading purposes that is later extracted and sold will be charged at the current TVMWD rate on the date of extraction, less the initial price paid for the water. Effective January 1, 2020 the untreated rates from TVMWD will be \$755 per acre foot for Tier 1 and \$842 per acre foot for Tier 2. Additional charges based on the connection used and basin delivered to may apply. Subject to any applicable legal restrictions, the General Manager may set an untreated water rate at his/her discretion for deliveries to non-Member Agencies as long as the amount is no less than the rates applicable to Member Agencies.
- E. Capacity Charge.** The MWD Capacity Charge ("Charge") will be \$8,800 per cubic foot second (cfs) effective January 1, 2020. TVMWD's Capacity Charge basis will be 143.2 based on TVMWD's peak connected capacity during the last three completed fiscal years. The Charge will either increase or decrease only if a new 24-hour peak demand is established during the period of May-September of any year. Subsequently, a revised Charge would become effective on January 1 of the following year. A monthly allocation Charge will apply to each Member Agency based on their specific non-coincidental peak during the period of 2016 to 2018, as follows:

Agency	3 Year High Peak	Per CFS Charge 2020	2020 CFS Basis	2020 Monthly Charge	2020 Annual Charge
Boy Scouts	0.5	\$8,800	0.4	\$268	\$3,211
Cal Poly	0.9	\$8,800	0.7	\$482	\$5,781
Covina	7.1	\$8,800	5.2	\$3,800	\$45,602
Covina Irrigating Co.	20.0	\$8,800	14.6	\$10,705	\$128,457
Glendora	8.3	\$8,800	6.1	\$4,442	\$53,310
La Verne	17.7	\$8,800	13.0	\$9,498	\$113,973
Mt. SAC	2.6	\$8,800	1.9	\$1,392	\$16,699
PWR-JWL	41.3	\$8,800	30.1	\$22,105	\$265,263
RWD	16.0	\$8,800	11.7	\$8,564	\$102,765
GSWC – Claremont	21.3	\$8,800	15.5	\$11,376	\$136,517
GSWC - San Dimas	19.3	\$8,800	14.1	\$10,330	\$123,961
WVWD	41.2	\$8,800	30.1	\$22,052	\$264,621
Capacity Charge Totals:	196.2		143.2	\$105,013	\$1,260,160

As the cfs basis is subject to change each year, TVMWD will re-allocate the charge to each Member Agency for their proportionate share in setting the new peak. The monthly charge shall be paid regardless of the quantity of water delivered during the month and will be separate from the monthly water sale charges invoiced by TVMWD.

- 3. Penalties.** In the event any Member Agency shall be delinquent in the payment for water delivered by TVMWD, or through an MWD connection, and/or other charges as invoiced by TVMWD, an additional charge equal to two (2) percent of such delinquent payment for each month or portion thereof (days delinquent divided by 30) that such payment remains delinquent shall be assessed, and the Member Agency shall pay such charge to TVMWD in addition to the amount of such delinquent payment. Notwithstanding the above, if the total period of delinquency does not exceed five (5) business days, the additional charge shall be equal to one (1) percent of such delinquent payment. In the event any Member Agency shall be delinquent for more than thirty (30) days in the payment for water, such delinquency shall be reported by the General Manager to the Board of Directors of TVMWD at its next meeting. The Board, in its discretion and upon such other conditions as it may prescribe after giving the Member Agency a reasonable opportunity to be heard, may order the termination of service to such Member Public Agency until all delinquent payments, including additional charges, are made to TVMWD or may authorize such other actions as may be legally available to effectuate collection.
- 4. Cost Allocations.** The required revenue for the TVMWD's FY 2019-20 Budget will be met in the following revenue priorities: (a) Miscellaneous revenues (interest, etc.); (b) State subventions; (c) TVMWD's Standby Charge; (d) Water Sales; and (e) Fixed Cost Allocations. The required calendar year 2020 Fixed Cost Allocation revenue of \$689,551 shall be obtained through three component allocations in equal amounts. Each allocated cost component will generate revenue of \$229,850. Each Member Agency has already submitted to TVMWD its certified component values.

- A. Connected Capacity Charge.** Each Member Agency has the ability to receive water from TVMWD through service connections of TVMWD and/or MWD. The capacity of each service connection shall be determined and allocated to a Member Agency. The Member Agency's total allotment for the connected capacity charge shall be one-third (1/3) of the total required Cost Allocation revenue. The Connected Capacity Charge shall be collected on a monthly basis.
- B. Equivalent Small Meter Charge.** All Member Agency revenue meters shall be converted to an equivalent number of 5/8" water meters using the AWWA conversion table found in the Service Meter Manual. The Member Agency's total allotment for the equivalent small meter charge shall be one-third (1/3) of the total required Cost Allocation revenue. The Equivalent Small Meter Charge shall be collected on a monthly basis.
- C. Historical Water Use Charge.** TVMWD maintains the historical record of imported water use of each Member Agency. The moving three-year average total ending FY 2017-18 for the total use of all Member Agencies will be calculated. The Member Agency's percentage of the total three-year average water use shall be one-third (1/3) of the required Cost Allocation revenue. The Historical Use Charge shall be collected on a monthly basis.
- 5. Hydroelectric Rate.** TVMWD also operates a hydroelectric facility at the Miramar plant. On an as available basis, the hydro provides power to the facilities through a separate meter. The actual power delivered through the Miramar hydro is received at the water treatment plant. The rate that TVMWD will charge for hydroelectric power will be equal to the melded aggregate average of the rate paid to Edison on the regular monthly bill.
- 6. Definitions.** The definition and application of the foregoing classes and conditions of service shall be the same as those established, interpreted, and amended from time to time by MWD through its Administrative Code, and such other rules, regulations, policies, ordinances, or resolutions that have been or may be adopted by the MWD Board of Directors, which are by this reference incorporated herein and adopted by the TVMWD as though set forth herein in their entirety.

 - A. Acre-foot.** The volume of water contained in one-acre area one foot deep. Approximately 435.6 ccf or 325,851 gallons.
 - B. CCF.** The volume of water contained in one hundred cubic feet. Approximately 748 gallons.
 - C. CFS.** A flow rate of one cubic foot of water per second. Approximately 448.8 gallons per minute.
 - D. Groundwater Replenishment.** Water used for direct spreading by a Member Agency to meet the legal requirements of groundwater basin adjudication.

E. Member Agency. Those agencies within TVMWD's service area that are or can be provided with water service as listed below:

Boy Scouts of America – Firestone Scout Reservation
California State University - Pomona
Covina, City of
Covina Irrigating Company
Glendora, City of
Golden State Water Company (Claremont & San Dimas)
La Verne, City of
Mt. San Antonio College
Pomona, City of
Pomona-Walnut-Rowland Joint Pipeline Commission
Rowland Water District
Suburban Water Systems
Valencia Heights Water Company
Walnut Valley Water District

F. MWD. MWD is a metropolitan water district organized and existing under the Metropolitan Water District Act of the State of California (Statutes 1969, Chapter 209, as amended).

G. Imported Water. District water shall be comprised of water resources obtained from MWD, TVMWD's Miramar delivery, Member Agencies and other parties and/or produced and treated water by TVMWD from surface and groundwater resources. MWD Tier 1 and other supply charges are included in TVMWD's water charge.

7. General Manager Authority. TVMWD's General Manager is hereby authorized to take any and all actions necessary to carry out the intent of the Board as is stated herein and as otherwise required in order to comply with applicable law.

ADOPTED and PASSED at a meeting of the Three Valleys Municipal Water District's Board of Directors, on this 17th day of April 2019 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Bob G. Kuhn
President

ATTEST:

Brian Bowcock
Secretary

SEAL:

MWD CAPACITY CHARGE SUMMARY EFFECTIVE JANUARY 2020

DRAFT

AGENCY	CFS BASIS	ANNUAL CHARGE	MONTHLY CHARGE	%
Boy Scouts	0.4	\$ 3,211.42	\$ 267.62	0.25%
Cal Poly	0.7	\$ 5,780.55	\$ 481.71	0.46%
Covina	5.2	\$ 45,602.12	\$ 3,800.18	3.62%
Covina Irrigating Company	14.6	\$ 128,456.68	\$ 10,704.72	10.19%
Glendora	6.1	\$ 53,309.52	\$ 4,442.46	4.23%
Joint Water Line (JWL)	30.1	\$ 265,263.04	\$ 22,105.25	21.05%
La Verne	13.0	\$ 113,973.19	\$ 9,497.77	9.04%
Mt. Sac	1.9	\$ 16,699.37	\$ 1,391.61	1.33%
Pomona	0.0	\$ -	\$ -	0.00%
Rowland Water District	11.7	\$ 102,765.34	\$ 8,563.78	8.15%
GSWC (Claremont)	15.5	\$ 136,517.33	\$ 11,376.44	10.83%
GSWC (San Dimas)	14.1	\$ 123,960.69	\$ 10,330.06	9.84%
Suburban	0.0	\$ -	\$ -	0.00%
Valencia Heights	0.0	\$ -	\$ -	0.00%
Walnut Valley Water District	30.1	\$ 264,620.75	\$ 22,051.73	21.00%
TOTAL	143.2	1,260,160	\$ 105,013	100.00%

Notes:

1. The MWD Capacity Charge is paid by each member agency based on TVMWD's allocation of the specific non-coincidental peak calculation over a three year period 2016, 2017, and 2018.
2. The MWD Capacity Charge basis of 143.2 cfs at \$8800 per cfs is assigned to TVMWD by MWD and is passed-through directly to the member agencies.

DRAFT

TVMWD FIXED CHARGES SUMMARY
EFFECTIVE JANUARY 2020

Item 9.H - Exhibit C


AGENCY	IMPORTED WATER USE			CONNECTED CAPACITY			EQUIVALENT SMALL METER (ESM)			TOTAL \$
	(3yr Avg) (AF)	ANNUAL \$	%	(cfs)	ANNUAL \$	%	METERS	ANNUAL \$	%	
Boy Scouts	17.2	\$ 64.60	0.03%	1.5	\$ 846.08	0.37%	256.4	\$ 229.85	0.10%	\$ 1,140.52
Cal Poly	179.3	\$ 674.71	0.29%	2.0	\$ 1,128.10	0.49%	2,564.3	\$ 2,298.50	1.00%	\$ 4,101.32
Covina	242.7	\$ 913.16	0.40%	20.0	\$ 11,281.01	4.91%	5,147.0	\$ 4,613.55	2.01%	\$ 16,807.72
Covina Irrigating Company	3,914.1	\$ 14,728.77	6.41%	20.0	\$ 11,281.01	4.91%	0.0	\$ -	0.00%	\$ 26,009.78
Glendora	1,029.4	\$ 3,873.61	1.69%	40.0	\$ 22,562.01	9.82%	26,948.5	\$ 24,155.48	10.51%	\$ 50,591.10
Joint Water Line (JWL)	19,024.8	\$ 71,590.75	31.15%	121.0	\$ 68,250.08	29.69%	0.0	\$ -	0.00%	\$ 139,840.83
La Verne	5,329.4	\$ 20,054.53	8.73%	15.0	\$ 8,460.75	3.68%	20,873.5	\$ 18,710.09	8.14%	\$ 47,225.38
Mt. Sac	355.8	\$ 1,339.01	0.58%	5.0	\$ 2,820.25	1.23%	2,564.3	\$ 2,298.50	1.00%	\$ 6,457.77
Pomona	0.5	\$ 1.98	0.00%	20.0	\$ 11,281.01	4.91%	47,843.0	\$ 42,884.37	18.66%	\$ 54,167.36
Rowland Water District	6,075.3	\$ 22,861.39	9.95%	30.0	\$ 16,921.51	7.36%	24,235.0	\$ 21,723.19	9.45%	\$ 61,506.09
GSWC (Claremont)	4,899.6	\$ 18,437.32	8.02%	15.0	\$ 8,460.75	3.68%	27,520.0	\$ 24,667.72	10.73%	\$ 51,565.80
GSWC (San Dimas)	7,046.7	\$ 26,517.03	11.54%	35.0	\$ 19,741.76	8.59%	32,453.5	\$ 29,089.90	12.66%	\$ 75,348.69
Suburban	0.0	\$ -	0.00%	0.0	\$ -	0.00%	17,087.0	\$ 15,316.04	6.66%	\$ 15,316.04
Valencia Heights	0.0	\$ -	0.00%	4.0	\$ 2,256.20	0.98%	1,595.6	\$ 1,430.23	0.62%	\$ 3,686.43
Walnut Valley Water District	12,966.6	\$ 48,793.62	21.23%	79.0	\$ 44,559.97	19.39%	47,339.5	\$ 42,433.05	18.46%	\$ 135,786.64
TOTAL	61,081.3	\$ 229,850	100%	407.5	\$ 229,850	100%	256,428	\$ 229,850	100%	\$ 689,551

Notes:

- The Imported Water Use Charge is based on average import water deliveries in the 2015/16, 2016/17 & 2017/18 fiscal years.
- Connected Capacity for the Badillo-Grand Pipeline is according to WVWD's maintenance allocation: WVWD 60 cfs and Valencia Heights. 4 cfs.
- Boy Scouts ESM Charge is calculated based on 0.1% of total ESMs; Cal Poly & Mt. SAC ESM Charges are calculated based on 1.0% of total ESMs
- Covina, Glendora, and Valencia Heights ESM Charges are calculated based on 27%, 98%, and 67%, respectively, of their corresponding total ESMs. Percentages are based on agencies' service area within TVMWD.
- Fire Service Meters are not included in the ESM calculations



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: **FY 2019-20 Water Standby Charge**

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Each year MWD assesses a Readiness-To-Serve (RTS) charge to its member agencies. The amount is determined by MWD which is sufficient to recover a portion of their debt service costs to finance capital expenditures for projects needed to provide standby and emergency storage service needs.

MWD will adopt the RTS charge stating each MWD member agency’s portion in the second quarter of 2019. TVMWD’s portion of the MWD RTS charge for FY 2019-20 increased from \$5.3 million to \$5.4 million. The funds will be collected on property taxes in the following manner:

- MWD will collect \$1.9 million via a water standby charge imposed on parcels within the Three Valleys’ service area at \$12.21 per parcel.
- TMMWD will collect the remaining \$3.5 million (plus \$50,000+ for other charges of the engineering report, county admin fees, public hearing notices and legal costs) via a water standby charge imposed based on equivalent dwelling units (EDU) within TVMWD’s service area. The proposed standby charge for FY 2019-20 for a typical residential homeowner will increase slightly from \$18.79 to \$19.25 per EDU.

Each year TVMWD must take steps to approve and implement this standby charge. The rate and methodology will be described in the Draft Engineer’s Report that will be provided at the Board Meeting on April 17, 2019.

The proposed schedule to implement the charge for the current year is as follows:

Task	Date
Willdan Financial Services to prepare draft copies of the Engineer's Report and deliver to TVMWD	4/17/19
Willdan Financial Services to deliver bound copies of the Engineer's Report to TVMWD for the Resolution of Intention Board Meeting	4/24/19
Resolution of Intention Board Meeting	5/1/19
TVMWD to publish Joint Public Meeting/Public Hearing Notice:	First notice 5/16/19 Second notice 5/22/19 Third notice 5/29/19
Public Meeting to consider Resolution to Adopt Standby Charge	6/5/19
TVMWD to publish Public Hearing Notice:	First notice 6/5/19 Second notice 6/12/19
Willdan Financial Services to deliver final Engineer's Report to TVMWD for the Public Hearing	6/12/19
Public Hearing to consider Resolution to Adopt Standby Charge	6/19/19
Submit assessments to Los Angeles County	8/10/19
Submit levy correction to Los Angeles County	8/31/19
Submit diskette and report with applied levy summary to TVMWD	9/30/19

Strategic Plan Objective(s):

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

3.3 – Be accountable and transparent with major decisions.

Attachment(s):

None

Meeting History:

Board of Director's Meeting – March 6, 2019, Information Item Only

MC/LC



Board of Directors Staff Report

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: April 3, 2019
Subject: **Resignation Notice Incentive Policy**

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

Fifty percent of TVMWD's workforce is eligible to retire today. Knowing as early as possible when employees are going to leave provides the following opportunities:

- Additional training of potential internal candidates for promotional opportunities
- Time for recruitment and cross training prior to employee's separation
- Evaluation of whether any organizational restructuring should occur
- An accurate forecast of future salaries and benefits

Staff has drafted the attached policy that provides the employee with a financial incentive if the employee can provide 6 months of notice. TVMWD's legal counsel has reviewed the agreement and provided the attached release waiver.

Strategic Plan Objective(s):

2.4 – Evaluate short-term and long-term workforce needs to achieve optimal efficiency and cost effectiveness without sacrificing employee morale or productivity

3.3 – Be accountable and transparent with major decisions

Attachment(s):

Exhibit A – Resignation Notice Incentive Policy

Meeting History:

None

MC/JL



Resignation Notice Incentive Policy

Purpose: Identify vacancies as early as possible to provide the following opportunities:

- Additional training of potential internal candidates for promotional opportunities
- Time for recruitment and cross training prior to employee’s separation
- Evaluation of whether any organizational restructuring should occur
- An accurate forecast of future salaries and benefits

Eligibility: Employee must have 5 years of service with TVMWD prior to submitting this form

Criteria:

- Employee must provide written resignation 180 days prior to separation date
- Actual separation date must be within 5 working days of the date stated on this form, unless otherwise approved by the General Manager.
- The employee is not entitled to and will not receive incentive payment if prior to separation date on this form:
 - employee voluntarily resigns from employment
 - is terminated or placed on probation by TVMWD for reasons related to performance or conduct
 - passes away
 - takes more than 6 unplanned leave days after submitting written notice. FMLA and sickness with doctor’s notes will be excluded.
- Incentive payment is not PERSable compensation
- This policy should not be viewed as encouragement to resign. It simply allows TVMWD to maintain smooth operations when the employee does separate. While this is expected to be an on-going program, the board or management may decide to change or end this program as they see fit.

Procedure:

- The employee must complete and execute both sides of this form. The resignation must be voluntary and unconditional and will be deemed permanently binding, enforceable, and irrevocable upon submission to, and execution by, TVMWD’s General Manager.

Incentive Payment:

- A one-time payment of \$5,000 will be processed on employee’s final paycheck. Employee may choose to defer all or a portion to 401/457 plan subject to IRS limits.

I have read and agree to be bound by the terms set forth in the policy above and in the Release on the following page. My separation date from TVMWD per my resignation will be _____.

Employee Signature

Date

General Manager Signature

Date



RELEASE

THIS RELEASE (“Release”), executed on the date set forth below, is a release whereby the undersigned (“Releasor”), pursuant to Section 1541 of the Civil Code, extinguishes all rights and claims against THREE VALLEYS MUNICIPAL WATER DISTRICT (“TVMWD”), a Municipal Water District organized and operating pursuant to California Water Code Section 71000 et seq., as herein set forth.

1. On _____, 20__, Releasor voluntarily and irrevocably resigned from his/her/their position of employment with TVMWD effective _____, 20__ . Consequently, Releasor hereby accepts a single lump-sum payment of \$5,000.00 as the total severance to which he/she/they shall be entitled to receive from TVMWD upon separation from employment. This Release does not affect any other compensation and benefits that Releasor may have earned under TVMWD’s employment policies prior to the effective date of his/her/their resignation.

2. Releasor, on behalf of himself/herself/themselves and his/her/their descendants, ancestors, dependents, heirs, spouses, executors, administrators, agents, servants, employees, representatives, assigns, and successors (“the Releasors”), hereby fully, irrevocably, and unconditionally, releases and forever discharges TVMWD and its predecessors, successors, affiliates, subsidiaries, parents, corporations, companies, and divisions, and each and all of their respective current and former officers, directors, administrators, assigns, agents, servants, stockholders, employees, insurers, attorneys, representatives, and successors (“the Released Parties”) from any and all demands, damages, debts, liabilities, obligations, contracts, agreements, actions, causes of action, suits, judgment, liens, indebtedness, losses, costs, and claims of whatever nature, character, or description, whether known or unknown, anticipated or unanticipated, foreseen or unforeseen, suspected or unsuspected, fixed or contingent, which Releasor and the Releasors now have or may hereafter have or claim to have against TVMWD and the Released Parties arising out of or related to Releasor’s employment with TVMWD, including, but not limited to, events occurring during the period of said employment and the facts, circumstances, and allegations surrounding the termination of Releasor’s employment with TVMWD.

3. Releasor acknowledges that this Release was entered into voluntarily, and also expressly acknowledges that he/she/they has been informed and is familiar with the provisions of Section 1542 of the California Civil Code which provides as follows:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.


Releasor expressly waives the provisions of California Civil Code Section 1542, as well as any and all similar protections under the law, and further waives any rights that he/she/they may have to invoke said provisions now or in the future with respect to the releases set forth herein. Releasor recognizes and understands that factors which have induced him/her/they to enter into this Release may turn out to be incorrect or different from what he/she/they had previously anticipated, and Releasor expressly assumes all of said risks, including the risks of this waiver of California Civil Code Section 1542, and thus assumes full responsibility for any resulting liabilities.

Employee Signature

Date



**Board of Directors
Staff Report**

To: TVMWD Board of Directors
From: Matthew H. Litchfield, General Manager 
Date: March 20, 2019
Subject: Chino Basin Replenishment Water Sale

<input type="checkbox"/> For Action	<input type="checkbox"/> Fiscal Impact	\$
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

The Chino Basin Watermaster (“Watermaster”) has requested to purchase replenishment water to meet replenishment obligations identified in the 2018/19 Watermaster Assessment Package. Watermaster’s total replenishment water order is for up to 1,100 acre-feet (“AF”) and is to be recharged, if possible in Management Zone 1 prior to May 1, 2019 to avoid affecting the Capacity Charge that could be incurred by TVMWD after this date.

Since this is the first request of its kind for TVMWD to sell recharge water in the Chino Basin, staff feels it is appropriate to bring the request to the attention of the Board prior to executing a transaction with Watermaster. TVMWD staff has reported on numerous occasions remaining Tier 1 balances between 10,000 and 20,000 AF after all demands have been met at the end of each calendar year. Therefore, the possibility of exceeding our Tier 1 allotment in 2019 is extremely low and staff is comfortable allowing this purchase to be executed.

Terms of Purchase:

The following terms and conditions shall be outlined in a letter to Watermaster prior to executing a purchase:

- Water will be purchased at the Tier 1 Full Service Untreated water rate set by TVMWD Resolution No. 18-04-824.
- Water delivery will be coordinated with Metropolitan Water District (“MWD”) and the Inland Empire Utilities Agency (“IEUA”). IEUA is responsible for recharge operations for Watermaster. All deliveries will be taken at OC-59 and Watermaster will be responsible for payment of \$2.00 per AF surcharge to Orange

County Water District based on an agreement for the use of OC-59. TVMWD will submit a reimbursement invoice to Watermaster for surcharges.

- Watermaster will be responsible for payment of a \$10/AF surcharge for costs incurred by TVMWD administering the subject water order. TVMWD will submit a reimbursement invoice to Watermaster for surcharges.
- Watermaster will be responsible for payment of any additional Capacity Charges incurred in the event water deliveries extend beyond May 1, 2019 and only if a new 24-hour peak demand is established during the period of May through September as a result of this delivery. TVMWD will submit a reimbursement invoice to Watermaster for any additional Capacity Charges incurred as a result of deliveries between May 1, 2019 and September 30, 2019.
- Estimated cost for subject water order is \$817,300.00 which includes MWD's Full Service Untreated water rate at \$731/AF, OC-59 surcharge at \$2/AF and TVMWD surcharge at \$10/AF. This assumes a 1,100 AF order and is subject to change based on Watermaster's final order volume calculation.
- Watermaster will be responsible for all charges received by MWD related to this water order.
- Due to operational capabilities of the flow metering facilities, the total quantity of water delivered and invoiced may be slightly above the requested amount.

Strategic Plan Objective(s):

1.3 - Maintain diverse sources of water supplies and storage and increase extractable water storage supplies to 10,000 AF.

3.3 - Be accountable and transparent with major decisions

Attachment(s):

None

Meeting History:


None

MC/ML



Board of Directors Staff Report

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: April 3, 2019

Subject: **Funding Agreement to Participate in the Existing Infrastructure to Create Water Supply and Water Quality Solutions Study**

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Fiscal Impact	\$ 7,500.00
<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Funds Budgeted:	

Staff Recommendation:

No Action Necessary – Informational Item Only

Discussion:

In May 2018, the TVMWD participated in the review of a Phase 1 White Paper entitled *Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions* initiated by the Las Virgenes Municipal Water District (“LVMWD”). The study was prepared by LVMWD in partnership with the Main San Gabriel Watermaster and Water Replenishment District of Southern California to explore the opportunity for diverting urban runoff and first flush stormwater to the region's wastewater treatment plants to generate a new source of recycled water. The white paper identified the merits of the strategy, while recognizing the need to engage a broader group of stakeholders to address the potential challenges and complexities.

The Phase 2 White Paper is intended to evaluate the opportunity for controlled and strategic integration of the region's existing stormwater and wastewater systems to achieve multiple benefits: (1) enhance the quality of receiving waters in Los Angeles County, and (2) increase water supplies available for recycling. As proposed, the work would be performed by Jacobs Engineering Group, Inc., with input and oversight from 12 public agency participants including the District. Based on the terms of a proposed cooperative funding agreement, the 11 other participants would provide \$334,500 toward the work. In addition, Metropolitan Water District of Southern California (MWD) approved a Future Supply Actions Funding Program grant in the amount of \$339,500.

Fiscal Impact:

The net cost to TVMWD for participation in the preparation of the Phase 2 White Paper is \$7,500.00. The total cost of the study is \$694,000 with \$339,500 provided by MWD to the LVMWD through its Future Supply Actions Funding Program and \$334,500 reimbursed by 11 other public agency participants.

Sufficient funds are available in the adopted Fiscal Year 2018-19 Budget for the work.

Strategic Plan Objective(s):

- 1.3 – Maintain diverse sources of water supplies and storage, and increase extractable water storage supplies to 10,000 AF
- 3.3 – Be accountable and transparent with major decisions

Attachment(s):

Exhibit A – Funding Agreement

Exhibit B – Phase 2 Whitepaper Presentation Slides

Meeting History:

MC/ML

AGREEMENT

This Agreement is made and entered into this ____ day of _____, 2019, by and between the following public agencies (hereinafter referred to individually as "Party" and collectively as "Parties") to cooperatively prepare and fund a study evaluating opportunities to tap into available capacity in existing infrastructure to create water supply and water quality solutions:

- Central Basin Municipal Water District (hereinafter referred to as "Central Basin");
- City of Los Angeles, LA Sanitation and Environment (hereinafter referred to as "LASAN");
- City of Los Angeles, Department of Water and Power (hereinafter referred to as "LADWP");
- City of Pasadena (hereinafter referred to as "Pasadena");
- City of Torrance (hereinafter referred to as "Torrance");
- County Sanitation District No. 2 of Los Angeles County (hereinafter referred to as "LACSD");
- Las Virgenes Municipal Water District (hereinafter referred to as "LVMWD");
- Los Angeles County Flood Control District (hereinafter referred to as "LACFCD");
- Main San Gabriel Basin Watermaster (hereinafter referred to as "Main San Gabriel Basin");
- Three Valleys Municipal Water District (hereinafter referred to "Three Valleys");
- Upper San Gabriel Valley Municipal Water District (hereinafter referred to as "Upper District"); and
- Water Replenishment District of Southern California (hereinafter referred to as "WRD").

RECITALS

WHEREAS, the Parties consist of public agencies with responsibility for various aspects of water resources management in the County of Los Angeles, including flood control; water conservation; surface water quality; stormwater management; groundwater management; and wastewater collection, treatment and recycling;

WHEREAS, in May 2018, LVMWD, Main San Gabriel Basin and WRD completed a Phase 1 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions that highlighted the potential merits of controlled and strategic integration of the region's existing stormwater and wastewater systems to achieve multiple benefits, namely enhancing the quality of receiving waters in Los Angeles County and increasing water supplies available for recycling;

WHEREAS, the Phase 1 White Paper identified the need for additional study to address the potential challenges and complexities and to engage a much broader group of stakeholder agencies responsible for the underlying water management functions; and

WHEREAS, the Parties desire to collaboratively prepare and fund a Phase 2 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions (hereinafter referred to as "Study").

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the Parties and of the promises herein contained, it is hereby agreed as follows:

SECTION 1: OBLIGATIONS OF THE PARTIES

1.1 Obligations of LVMWD:

- 1.1.1 Scope of Services. LVMWD shall execute and administer a professional services agreement for the preparation of the Study on behalf of the Parties, for a not-to-exceed amount of \$694,000 (hereinafter referred to as "Consultant Costs"), in accordance with the scope of work and fee proposal included as Exhibit "A."
- 1.1.2 Data, Reports, and Documents. Within five (5) business days of receipt of deliverables and completion of the Study, LVMWD shall electronically deliver to the Parties the Study, materials and documents created under this Agreement. If the Parties use any of the data, reports and documents furnished or prepared for projects other than the project shown on Exhibit "A," LVMWD shall be released from responsibility to third parties concerning the use of the data, reports and documents.
- 1.1.3 Invoicing. LVMWD shall invoice the Parties for their respective contributions toward the Consultant Costs for the Study based on the terms provided herein.
- 1.1.4 Consideration. LVMWD shall contribute \$20,000 toward the Consultant Costs for the Study, as more fully described on Exhibit "A."
- 1.1.5 Funding. LVMWD shall prepare and submit a proposal to the Metropolitan Water District of Southern California for \$339,500 in funding from its Future Supply Actions Funding Program for the Study. If such funding is awarded, LVMWD shall execute a funding agreement with Metropolitan Water District of Southern California for the funding, which shall be applied toward the Consultant Costs.

1.1.6 Steering Committee. LVMWD shall participate as a member of the “Steering Committee” as further defined and provided for in Section 2.1 below.

1.1.7 Technical Review Committee. LVMWD shall participate as a member in the “Technical Review Committee” as further defined and provided for in Section 2.2 below.

1.1.8 Attribution. LVMWD shall ensure that attribution for the Study is provided to all Parties, unless a Party requests otherwise in writing. Attribution will not be provided to a Party that fails to provide payment, in full or in part, as required by this Agreement.

1.2 Obligations of LACFCD:

1.2.1 Consideration. LACFCD shall contribute \$125,000 toward the Consultant Costs for the Study, as more fully described on Exhibit “A.” LACFD shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.2.2 Committees. LACFCD shall participate as chair of the Steering Committee and member of the Technical Review Committee.

1.3 Obligations of LACSD:

1.3.1 Consideration. LACSD shall contribute \$56,000 toward the Consultant Costs for the Study, as more fully described on Exhibit “A.” LACSD shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.3.2 Committees. LACSD shall participate as co-chair of the Steering Committee and chair of the Technical Review Committee.

1.4 Obligations of LASAN:

1.4.1 Consideration. LASAN shall contribute \$56,000 toward the Consultant Costs for the Study, as more fully described on Exhibit “A.” LASAN shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.4.2 Committees. LASAN shall participate as co-chair of the Steering Committee and co-chair of the Technical Review Committee.

1.5 Obligations of LADWP, Main San Gabriel Basin, and WRD:

1.5.1 Consideration. LADWP, Main San Gabriel Basin, and WRD shall each contribute \$20,000 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." LADWP, Main San Gabriel Basin, and WRD shall each pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.5.2 Committees. LADWP, Main San Gabriel Basin, and WRD shall each participate as members of the Steering Committee and Technical Review Committee.

1.6 Obligations of Central Basin, Pasadena, Three Valleys, Torrance, and Upper District:

1.6.1 Consideration. Central Basin, Pasadena, Three Valleys, Torrance, and Upper District shall each contribute \$7,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Central Basin, Pasadena, Three Valleys, Torrance, and Upper District shall each pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.6.2 Committees. Central Basin, Pasadena, Three Valleys, Torrance, and Upper District shall each participate as members of the Steering Committee and Technical Review Committee.

SECTION 2: COMMITTEES

2.1 Steering Committee. The Parties shall form a Steering Committee that will oversee the progress of work, provide strategic direction on the Study, and ensure that the work products best reflect the interests of each Party. The Steering Committee will meet periodically and consist of principals representing each Party. Upon any Party's failure to provide payment, in full or in part, as required by this Agreement, such Party shall be removed from the Steering Committee.

2.2 Technical Review Committee. The Parties shall form a Technical Review Committee that will provide technical input on the Study, review the deliverables, and vet comments provided by the Parties to LVMWD and the consultant. Upon any Party's failure to provide payment, in full or in part, as required by this Agreement, such Party shall be removed from the Technical Committee.

SECTION 3: GENERAL PROVISIONS

3.1 Term. This agreement shall commence on the date above written and continue until the Study is completed.

3.2 Termination. LVMWD may terminate this Agreement, effective thirty (30) days from the date of written notice, upon any Party's failure to provide payment, in full or in part, as required by this Agreement, after having failed to cure such failure to pay within thirty (30) days of the date of notice provided by LVMWD. In the event of termination of this Agreement, LVMWD shall not be responsible for further preparation or completion of the Study. In the event LVMWD terminates this Agreement pursuant to this section, LVMWD shall refund all unused funds to the respective, non-defaulting parties, in proportion to the non-defaulting parties' respective contributions made prior to the time of the termination.

3.3 Governing Law. This Agreement is made under and will be governed by the laws of the State of California. Further, the Parties shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local governments.

3.4 Good Faith. Each Party shall use reasonable efforts and work in good faith for the expeditious completion of the Study. In the event that the Consultant Costs to prepare the Study are greater than those described herein, the Parties agree to meet and confer in good faith to determine a mutually agreeable allocation of the additional costs.

3.5 No Third-Party Beneficiary. This Agreement is for the sole benefit of the Parties and does not grant rights to any non-Party or impose obligations on a Party beyond those specified herein or in favor of any non-party.

3.6 Severability. The provisions of this Agreement are severable, and the invalidity, illegality or unenforceability of any provision of this Agreement will not affect the validity or enforceability of any other provisions. If any provision of this Agreement is found to be invalid, illegal, or unenforceable, the Parties shall endeavor to modify that clause in a manner that gives effect to the intent of the Parties entering into this Agreement.

3.7 Amendments. This Agreement may be amended or modified only by written mutual consent of all Parties.

3.8 Notice. Any correspondence, communication, or contact concerning this Agreement must be directed to the Parties at the name and address listed on Exhibit "B." Notice will be deemed as given upon personal delivery, receipt of e-mail, receipt of fax confirmation, or five days after deposit in U.S. Mail, first-class postage, prepaid, and addressed as shown on Exhibit "B."

3.9 Counterparts. This Agreement may be executed in counterparts and the signed counterparts will constitute a single instrument. The signatories to this Agreement represent that they have the authority to bind their respective Party.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**LAS VIRGENES MUNICIPAL
WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**CENTRAL BASIN MUNICIPAL
WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CITY OF LOS ANGELES, LASAN

Date: _____

By: _____

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**CITY OF LOS ANGELES,
DEPARTMENT OF WATER AND
POWER**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CITY OF PASADENA

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CITY OF TORRANCE

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**COUNTY SANITATION DISTRICT
NO. 2 OF LOS ANGELES COUNTY**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**LOS ANGELES COUNTY FLOOD
CONTROL DISTRICT**

Date: _____

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**MAIN SAN GABRIEL BASIN
WATERMASTER**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**THREE VALLEYS MUNICIPAL
WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**WATER REPLENISHMENT DISTRICT
OF SOUTHERN CALIFORNIA**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

Exhibit "A"



CH2M HILL Engineers, Inc.
1000 Wilshire Boulevard
Suite 2100
Los Angeles, CA 20017
(213) 538-1388 (T)
(213) 538-1399 (F)
www.ch2m.com

Mr. David Pedersen, P.E.
General Manager
Las Virgenes Municipal Water District
4232 Las Virgenes Road,
Calabasas, CA 91302-1994

October 31, 2018

Subject: Phase 2 of Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Benefits White Paper

Dear Mr. Pedersen,

CH2M Hill Engineers, Inc. (CH2M), a fully owned subsidiary of Jacobs Engineering Group Inc., is pleased to submit this proposal to the Las Virgenes Municipal Water District (LVMWD) to undertake Phase 2 of Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Benefits White Paper. We look forward to building upon the findings and next steps identified in Phase 1, completed in May 2018, to further explore the opportunity for controlled and strategic integration of Los Angeles County's existing stormwater and wastewater systems for regional water supply and quality benefits.

Development of this white paper is intended to be a collaborative effort between LVMWD along with other participating parties including Central Basin Municipal Water District, Los Angeles Sanitation and Environment, Los Angeles Department of Water and Power, Los Angeles County Sanitation Districts, Los Angeles County Department of Public Works, Main San Gabriel Basin Watermaster, and the Water Replenishment District of Southern California. We understand success of this study is dependent on a continued communication and coordination between LVMWD and CH2M as well as participating agencies.

For this study, we have assembled a highly-specialized technical and support services team that has worked in stormwater, wastewater, and water resources fields locally in Los Angeles County and on various water reuse projects. Our team has a comprehensive understanding of the purpose, need, and goals of the study. We offer our commitment and availability on this project to ensure timely, cost-effective project delivery. The CH2M team provides:

- A strong Principal-in-Charge, Rich Nagel, who will bring extensive experience and understanding of the region's water resources, and strong working knowledge and relationships with local agencies and stakeholders.
- The project manager of Phase 1, Amanda Heise, who has experience in Los Angeles County on stormwater and integrated water management projects.
- A strong, local core project team with technical expertise across multiple disciplines such as watershed hydrology and water quality, sewer collection systems, dry and wet weather flow analysis, and stormwater management.
- A strategic advisor, Jim Stahl, experienced in providing guidance and engineering solutions to water and wastewater agencies, municipal government and industrial clients across the country

on the planning, public outreach, permitting, and implementation of cost-effective and environmentally sound wet infrastructure systems.

- Regulatory expertise provided Sam Unger and Mehranian of Cordoba Corporation, offering extensive experience in regulatory compliance under the California Regional Water Quality Control Board.

The Scope of Work for this study is included in Exhibit A. The work will be completed on a time and material basis. The total Not-To-Exceed limit for this effort is \$694,000. The work is estimated to begin in January 2019 and be completed within 12 months.

Thank you again for this opportunity. We look forward to working with you in this effort.

Regards,
CH2M HILL Engineers, Inc.

Amanda Heise

Amanda Heise
Project Manager



Tim Smith
Vice President

CC: Rich Nagel/CH2M

Exhibit A

Scope of Work



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Study Impetus

Dry weather diversions (WRDs) and wet weather diversions (WWDs) provide highly-controlled means of diverting urban stormwater to a water reclamation plant (WRP). Two significant benefits include a new source of recycled water, and the possible reduction of discharged pollutants to receiving waters. Agencies have, in recent times, emphasized the separation of storm and wastewater systems, and it is important to emphasize that this is not a return to “combined sewers,” but rather the controlled introduction of dry weather urban runoff, and/or (typically) the first-flush storm flow into the wastewater collection system, but only where and when sufficient capacity exists within the collection system and the WRP.

Compliance with MS4 permits requires retention of stormwater from the 85th percentile, 24-hour storm event, or the volume established for the drainage area based on a Reasonable Assurance Analysis (RAA) conducted as part of a Watershed Management Plan (WMP) or Enhanced WMP (EWMP). Based on the site-specific conditions and size of the storm event, it may not be possible to capture and divert the entire storm event volume. In that case, a portion of the storm event flows can be captured which can contribute to MS4 compliance, but not necessarily satisfy the entire compliance requirement. An approach similar to the RAA, in consultation with the Regional Board, would need to be applied to quantify the water quality benefit that would be provided by the WWD. In any case, diversion projects can help manage and divert the “first flush” of storm events to reduce the highest concentration of pollutants that originate from urban/pervious surfaces and provide reductions in pollutant loadings that discharge to receiving waterbodies.

WWDs present a unique opportunity for compliance with Bacteria TMDLs. Many Bacteria TMDLs in the Los Angeles Region define wet weather as the day of the rain event that experience 0.1 inch of rain or more and the three following days. It has been observed at several DWDs that runoff flows rapidly decline after a storm event. If the stormwater runoff in the three days after a storm event can be diverted to a WWD, then the diversion rate would be typical of dry weather conditions so there would likely not be capacity concerns, but it would contribute toward wet weather compliance with the requirements of Bacteria TMDLs. Diversion of these lower flows would likely require only a change of the operational strategy of DWDs.

An earlier version of scope document (dated August 28, 2018), was circulated to stakeholders for discussion and input. Thoughtful comments were received and have been incorporated into the scope of work presented herein. The received comments cannot be fully addressed within a brief scope of work, so, for clarity and completeness, the comments provided, and our responses, are appended herein as Exhibit 1. Exhibit 1 is not part of the scope of work explicitly but is included so that stakeholders can understand how their comments have been considered and incorporated. The comments and responses can be further refined during the study discussions and workshops.

Objectives and Approach

Objectives

CH2M Hill Engineers Inc. (CH2M), a fully owned subsidiary of Jacobs Engineering Group Inc., proposes to explore leveraging available capacity in the WRPs for treating urban runoff/stormwater to generate new water supply (i.e., recycled water) while achieving water quality benefits for the receiving waters. This approach may offer another important Best Management Practice (BMP) tool for MS4 permit compliance, particularly as a pathway offering benefits for wet weather compliance. This potential compliance tool exemplifies the benefits of integrated regional water management practices by enhancing both stormwater quality and water supply, while efficiently utilizing existing infrastructure. The study area¹ will encompass the sewershed of the 12 water reclamation plants (WRPs) indicated in Figure 1 (appended).

Through an analysis of existing DWDs, CH2M will produce a framework to guide the implementation of DWDs and WWDs by:

- Incorporating knowledge gained from the existing DWDs to guide the selection of locations suitable for dry and wet weather diversions to provide water supply and water quality benefits.
- Conducting case studies of four existing DWDs to determine the feasibility of converting those to WWDs.
- Developing a framework for conversion of DWDs to WWDs to allow the permissive connection of the stormwater system to the wastewater system through controlled diversions either directly to a WRP or via the wastewater collection system.

The following are also considerations within the study:

- Water supply benefits from the diversion of stormwater will vary according to the storm size, recycled water production and storage capacities, and end uses. For example, during large storm events, the demand for recycled water may be low due to reduced irrigation demand and potentially full utilization of spreading grounds with storm water. The study will not be addressing the production, storage and delivery of the recycled water, but will acknowledge the variability of this water supply benefit.
- The study will provide a discussion on the generation of water supply and water quality benefits (although the quantification of the water supply and water quality benefits is beyond the scope of this study).
- Diversion locations immediately upstream of the WRPs are preferable because their effect on the plant flows is immediate, and this is a benefit for plant operations control.
- Future design of dry and wet weather diversion structures will need to consider avoiding impacts to the Los Angeles County Flood Control District (LACFCD) facility operations, preventing adverse impacts to flood risk, and protecting public safety.
- Climate change can impact rainfall intensity and frequency which may have implications on diversion volume. In this study, climate change impacts will be discussed qualitatively.
- Water supply and water quality benefits provided by diversions will be site-specific and will depend on several factors. These include size and capacity of the diversions, upstream sources of flow and pollutants, capacities in the adjacent sewer systems to accept runoff, discharge

¹ See also the Study Area definition in the Key Terminology section beginning on page 4.

locations, space available for creating storage, and opportunities and constraints, both physical and regulatory.

Approach

CH2M will use existing data (to be requested from stakeholders or common government data sources such as NOAA), as the foundation for the analytical work. Because of the very large volume of existing data within the stakeholder geographic area and the various data formats and structures, CH2M will request and utilize detailed data for focused areas of the study to keep on-track with scope, schedule and budget. CH2M will, however, request metadata (e.g. the extent, type, format, and quality of data) to understand the scope of all available data for the purpose of documentation.

The following activities are planned:

- **Stakeholder Coordination** – this will be conducted throughout the project to maintain a common understanding of the project progress. To facilitate ongoing review and input, 12 technical memoranda (TM) will be produced as the study progresses to communicate interim findings and seek stakeholder feedback; a final report will summarize and consolidate the findings.
- **Data Collection** – data (and metadata) will be requested from stakeholders, gathered, and compiled. The type of data will be specified, but is expected to include locations, data type, sources, formats, quality, and data gaps. CH2M will provide a summary of the data sources and type of information, and will serve as a data repository and reference for subsequent studies of dry and wet weather diversions.
- **Inventory and Efficacy Analysis** - existing DWDs will be assessed (location, capacity, type, and constraints) to understand their potential additional dry weather flow diversion, and the potential for conversion to WWDs. This will consider the capacity of the DWD and receiving wastewater system.
- **Identify DWDs for Focused Study** - in consultation with the stakeholders, select up to four DWDs and conduct case studies for potential conversion to WWDs.
- **Cistern Diversion Investigation** - Conduct case studies of existing cisterns with direct diversion to the sanitary system.
- **Path Forward Framework** - Develop a framework for MS4 permittees to plan, execute, and assess steps to obtain approvals from the involved agencies for planning and building new diversions and/or converting DWDs to WWDs
- **TM and Report Preparation** - Document the findings of the study in a series of TMs, and a draft and final study report.

Table 1 lists the proposed tasks and primary deliverables of this study, and Figure 2 (appended) shows the relationships between the tasks and key activities:

Table 1 – Study Tasks and Deliverables

Task	Task Description	TM Title
1	Project Chartering	
2	Collect, Review and Summarize Data	TM No. 1 – Inventory of Dry Weather Data TM No. 2 – Inventory of Wet Weather Data TM No. 3 – Characterization of Dry and Wet Weather Flows TM No. 4 – Inventory of DWDs TM No. 5 – DWD Efficacy Analysis

3	Identification of Potential DWDs for Conversion to WWDs	TM No. 6 – Identification of DWDs for Potential Conversion to WWDs
4	Case Studies of Selected Diversions	TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs
5	Develop Overall Conceptual Plan to Divert Remaining Dry Weather Flow	TM No. 8 – Conceptual Plan to Divert Remaining Dry Weather Flows in the Study Area
6	Case Study of Cisterns with Direct Diversion to Sanitary Sewer	TM No. 9 – Case Studies of Cisterns with Direct Diversion to Sanitary Sewer
7	Regulatory Considerations	TM No. 10 – Regulatory Considerations
8	Framework for MS4 Permittees for Conversion of DWDs and WWDs	TM No. 11 – Path Forward Framework of Conversion of DWDs to WWDs for MS4 Permittees
9	Conclusions and Recommendations	TM No. 12 – Conclusions and Recommendations
10	Final Report	
11	Project Management and Meetings	

Key Terminology

Dry Weather Diversion (DWD): Dry weather diversions (also commonly referred to as low flow diversions) are diversions of non-stormwater flows from the storm drain system into the sanitary sewer system for treatment at wastewater treatment facilities. In LACSD’s policy for their service area, dry weather diversions typically include flows up to the first 0.1 inch of rainfall and they are not allowed to resume operation until 24 hours after cessation of rainfall.

Wet Weather Diversion (WWD): Wet weather diversions are diversions of both non-stormwater and stormwater flows from the storm drain system into the sanitary sewer system for treatment at wastewater treatment facilities. For this project, the goal will be to capture and divert as much storm volume as possible to help achieve the MS4 compliance. However, the captured and diverted storm runoff will be site-specific and will depend on several factors, such as the size and type of diversion structure, capacity of the sewer system, and storage opportunities.

Capture Volume: Capture volume is the volume that can be captured by the diversion structure. Capture volumes will be project-specific, and may be able to divert a portion of, or more than the 85th percentile, 24-hour MS4 permit compliance storm event.

First Flush – In this context, the first flush is described as the initial volume of runoff from a rain event that is generated after a dry period. It is believed that the runoff generated in the beginning of a rainfall event is the most contaminated (first flush) and contains contaminants from washing out contaminant buildup from impervious surfaces. The concentration of pollutants in the first flush varies by the size of the storm event and by pollutant.

Municipal Separate Storm Sewer System (MS4) Permit: Permits are issued under the National Pollutant Discharge Elimination System (NPDES) Program and administered within Los Angeles County by the Los Angeles Regional Water Quality Control Board (LARWQCB). Permits issued for Los Angeles County include Order No. R4-2012-0175, as amended, *Waste Discharge Requirements for MS4 Discharges within the Coastal Watersheds of Los Angeles County, except those Discharges Originating from the City of Long Beach MS4* and Order No. R4-2014-0024, as amended, *Waste Discharge Requirements for MS4 Discharges from the City of Long Beach*.

Study Period: Data collected, reviewed, and summarized will be limited to calendar years 2002 through 2017.

Study Area: The study area for the project is limited to the sewershed of the 12 water reclamation plants (WRPs) as identified in Table 2 (and Figure 1). For the purposes of this study, the WRFs include wastewater treatment plants that currently deliver recycled water as well as those with potential to produce recycled water in the future.

Table 2. Sewersheds Included in the Study Area

	Owning Agency	Facility	Rated Capacity (MGD)	Rated Capacity (AFY)
<i>Sewersheds included in the study area:</i>				
1	LACSD	Joint WPCP	400	448,058
2	LACSD	Long Beach WRP	25	28,004
3	LACSD	Los Coyotes WRP	37.5	42,005
4	LACSD	Pomona WRP	15	16,802
5	LACSD	San Jose Creek WRP	100	112,014
6	LACSD	Whittier Narrows WRP	15	16,802
7	LASAN	Donald C. Tillman WRP	80	89,612
8	LASAN	Hyperion WRP	450	504,065
9	LASAN	LA-Glendale WRP	20	22,403
10	LASAN	Terminal Island WRP	30	33,604
11	Burbank	Burbank WRP	11	12,322
12	LVMWD	Tapia WRP	12	13,442
<i>Sewersheds not included in the study area:</i>				
1	LACSD	La Cañada WRP	0.2	224
2	LACSD	Lancaster WRP	18	20,163
3	LACSD	Palmdale WRP	12	13,442
4	LACSD	Saugus WRP	6.5	7,281
5	LACSD	Valencia WRP	21.6	24,195
6	LACDPW	Lake Hughes Community WTF	0.09	104
7	LACDPW	Malibu Mesa WRP	0.2	224
8	LACDPW	Malibu WPCP	0.05	57
9	LACDPW	Trancas WPCP	0.08	84

Abbreviations:

AFY = acre-feet per year
LACDPW = Los Angeles County Department of Public Works
LACSD = Los Angeles County Sanitation Districts
LASAN = City of Los Angeles, Bureau of Sanitation
LVMWD = Las Virgenes Municipal Water District
MGD = million gallons per day
WPCP = water pollution control plant
WRP = water reclamation plant
WRF = water reclamation facility
WTF = water treatment facility

Scope of Work

Task 1: Project Chartering

Project chartering comprises the project kick-off meeting and stakeholder workshop. Through these sessions the project team will clarify the objectives, scope and schedule for the project, and identify the stakeholder representatives that will assist with various tasks and information requests.

The kick-off meeting will introduce the project team members, and clarify the study objectives, scope, and schedule. The meeting will also identify a date and make a plan for the stakeholder meeting. A meeting agenda will be circulated prior to the meeting.

CH2M will coordinate with LVMWD to conduct the stakeholder workshop. The purpose is to review project scope and schedule and to identify stakeholder involvement throughout the project. A workshop agenda will be circulated prior to the workshop.

The initial stakeholders participating in this project include:

- LVMWD
- Central Basin Municipal Water District (CBMWD)
- City of Los Angeles, Los Angeles Sanitation (LASAN)
- City of Los Angeles, Department of Water and Power (LADWP)
- Sanitation Districts of Los Angeles County (LACSD)
- Metropolitan Water District of Southern California (MWD)
- Water Replenishment District of Southern California (WRD)
- Los Angeles County Department of Public Works/Los Angeles County Flood Control District (LACFCD)
- Main San Gabriel Basin Watermaster

Deliverables:

- Meeting agenda and notes (action items and key decisions in bulleted form) from the kick-off meeting and the stakeholder workshop, both draft and final.

Assumptions:

- The kick-off meeting will be a conference call, lasting up to two hours, and will be attended in-person by three project team members from CH2M.
- The stakeholder workshop will be held at the Sanitation Districts of Los Angeles County office in Whittier, California with a duration of four hours. Up to three CH2M staff will attend in person.

Task 2: Collect, Review and Summarize Data

The purpose of this task is to gather and compile existing information related to dry and wet weather flows within the study area from 2002 through 2017. Dry and wet weather data gathering and compilation are separated into independent subtasks to provide smaller and focused TMs for stakeholder review, thereby providing helpful guidance to the team as work proceeds. The summarized data will be used in the focused studies described in Task 3, but are expected to be helpful in screening for future DWD and WWD projects.

CH2M will lead the coordination efforts with the project team members, and LVMWD will coordinate with the stakeholders. The summary will also provide information on any data gaps and recommendations to fill in the data gaps if needed for the subsequent tasks.

Subtask 2.1: Collect and Review Dry Weather Data

CH2M will request data related to dry weather storm drain flows and sanitary sewer capacity from 2002 through 2017. CH2M will prepare the data request and provide to LVMWD to submit to stakeholders and the LARWQCB. The received data will be consolidated and documented in TM 1, and any data gaps will be identified.

The data request will include, but not be limited to, the following:

Diversions/BMP Data

- DWD data or other diversion information, including infrastructure location, as-built plans, diversion capacity and configuration, flow data, water quality data, subwatershed drainage area and delineated boundary, pre-treatment mechanisms, and possibly available information.
- DWD planning documents, reports, and permits.
- Operation and maintenance data on existing DWDs, and capital, operation, and maintenance costs.
- Stormwater management facility details, including detention facilities, cisterns, and bioretention facilities (within the tributary area/watersheds of existing DWD) which are potential candidates for diverting flows to the wastewater collection system.

Storm Drain Data

- Storm drain flow gauging data for the watersheds of DWDs.
- Monitoring years and duration of measurements, e.g., flows measured during studies for specific periods vs. continuous flow monitoring systems.

Wastewater Collection System Data

- Wastewater collection system GIS data.
- Flow data from 12 WRPs (as identified in Table 2).
- Dry weather sanitary sewer and storm drain capacities where DWDs are implemented, information on related monitoring programs.

Watershed-level Data

- Watershed management planning documents including the Los Angeles Basin Conservation Study and the Greater Los Angeles Water Collaborative reports, Integrated Regional Watershed Management Plans (IRWMPs) and Enhanced Watershed Management Programs (EWMPs).
- Sewer System Management Plans (SSMPs).

Deliverables:

- TM No. 1 – Inventory of Dry Weather Data (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Stakeholders will provide data in a readily-usable electronic format, within three weeks of the data request. Acceptable data formats will be discussed.
- Because the quantity, quality and completeness of the received data are not currently known, CH2M has assumed 100 hours for data consolidation and review of the dry weather data task.
- Any data received after the compilation and summary will not be included in TM No. 1.

Subtask 2.2: Collect and Review Wet Weather Data

CH2M will request data related to wet weather data from 2002 through 2017. CH2M will prepare the data request and provide to LVMWD to submit to stakeholders and the LARWQCB. The received data will be consolidated and documented in TM 2, and any data gaps will be identified.

The information related to wet weather will include, but not be limited to, the following:

Rainfall Data

- Rain gage data in the watersheds where the DWDs exists. NOAA or Los Angeles County rain gage data will be collected.

Storm Drain Data

- Wet weather flow data
- Information on the locations and duration(s) of measured wet weather flows in the study area.
- Water quality data, specifically for storm drains where DWDs exist.

Wastewater Collection System Data

- Available wet-weather flow data (may be included in the received data from Subtask 2.1).
- Historical hourly, or more frequent, influent sanitary sewer flows to WRPs 24 hours prior to, during and up to 7 days after rainfall events.
- Inventory of telemetry or smart sensor systems of the sanitary sewer system.
- Locations and dates of sanitary sewer overflows caused by rainfall events, and locations of localized flooding.
- Significant Inflow and infiltration studies during wet weather events.

Watershed-level Data

- Integrated Watershed Management Plans (IRWMPs) and Enhanced Watershed Management Programs (EWMPs).
- GIS files of delineated drainage areas tributary to existing DWDs, and other GIS watershed data, such as land use, etc. (to be determined).

Deliverables:

- TM No. 2 – Inventory of Wet Weather Data (draft and final).

Assumptions:

- The TM will be approximately 10 pages.

- Stakeholders will provide data in a readily-usable electronic format, within three weeks of the data request. Acceptable data formats will be discussed.
- Because the quantity, quality and completeness of the received data are not currently known, CH2M has assumed 100 hours of time for data consolidation and review of the wet weather data.
- Rainfall data will be limited to the rain gages in the study area, and the summary will be focused on the rainfall gages where DWDs exist, and those used in the TMDL development in the watersheds
- Any data received after the compilation and summary will not be included in TM No. 2.

Subtask 2.3: Characterize and Quantify Dry Weather and Wet Weather Data

Quantification and characterization of flows is an important to the understanding of flows tributary to existing DWDs, water quality, capacity of the existing infrastructure (both diversion structures and sanitary systems), and the potential for these systems to accommodate flows beyond dry weather flows.

CH2M will characterize dry and wet weather flows handled by existing DWDs. Based on the information received, characterization and quantification of flows will include:

Storm Drain System

- Storm drain flows originating from the tributary areas of the DWDs.
- Dry weather flows will be estimated at peak if a diversion does not have storage. The average flow over the allowable diversion hours will be provided if a diversion includes storage.
- Information on water quality impairments for parameters of concern, e.g., metals, nutrients, and bacteria, and other constituents for which TMDLs have been developed within the subwatersheds where the DWDs are located.

Wastewater Collection System

- Conveyance capacity of the downstream collection system from the location of the diversion.
- Summaries of seasonal average, peak flows, and available capacities at the WRPs will be developed.
 - For diversions further upstream in the sewer system, the analysis will focus on the available capacity after rainfall has subsided (e.g., dry-weather peak capacity and the capacity available during off-peak hours) and the time between the end of rainfall and return to baseflow. These data can be used to determine the draw down rate for stormwater storage.
 - Potential constraints for utilizing existing infrastructure/system for the wet weather flows.
 - Flows currently captured by DWDs and additional potential to capture dry weather flows.

Deliverable:

- TM No. 3 – Characterization of Dry and Wet Weather Flows (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- No monitoring or modeling is scoped under this task.
- Wastewater system capacity data will be provided by the stakeholders.

Subtask 2.4: Prepare Inventory of DWDs

An inventory of the received DWD data will be prepared. The inventory and summary may include the following (depending upon data gathered under previous subtasks):

- DWD location, receiving waterbody name where drainage area was discharged prior to the DWD; DWD owner, capacity, storage, jurisdiction, land use, and year constructed.
- Watershed tributary drainage area that discharges to DWD, and related hydrology data, including but not limited to flows, and land use types contributing to the runoff.
- Any pre-treatment system and related information, e.g., type of maintenance needed, frequency of maintenance, agency responsible.
- Map of the DWDs, including tributary drainage areas if the GIS files of the drainage areas are available.
- DWD facility/structure type, DWD capital and operational costs and requirements, and responsible agency.
- lessons learned from the performance of existing DWDs, challenges, and successes of using DWDs as a tool for stormwater management.

Deliverable:

- TM No. 4 – Inventory of DWDs (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- No data analysis is scoped under this task.

Subtask 2.5: Determine Efficacy of Existing DWDs

Existing DWDs will be assessed to evaluate their potential to accommodate additional dry weather flows. The screening-level assessment may include:

- Quantity of flow diverted by each existing DWD, and whether a DWD also functions as a WWD.
- Adopted and planned TMDLs in the watershed where DWD is located.
- Summary of variations in flows for subwatersheds that are diverted to the DWDs.
- Summary of pollutant loading in the subwatersheds diverted to DWDs.
- Land use.
- Collection system capacities.

Deliverable:

- TM No. 5 – DWD Efficacy Analysis (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Assessments will be based on received data from earlier subtasks.

Task 3: Identification of Potential DWDs for Conversion to WWDs

Based on the data compiled in Task 2, analysis will be conducted to understand if the existing DWDs and the connected wastewater collection system have capacity for conversion to WWDs. CH2M will prepare a list of DWDs that have the potential for conversion to WWDs. Out of that list up to four DWDs will be selected for conducting a preliminary feasibility analysis.

Subtask 3.1: Select DWDs for Conducting Preliminary Feasibility Analysis

Up to four existing DWDs will be selected and evaluated for potential conversion to WWDs. The selection process will incorporate available data for the diversion as identified in Task 2, and also input from stakeholders.

The following are expected to be assessed based on received data:

- Temporal/seasonal variations in both dry and wet weather flows generated in the tributary areas of the DWDs.
- Design capacity of the diversion system.
- Ability of the existing DWD system to accommodate additional flows.
- Opportunity for physical expansion, e.g., availability of land and potential public safety impacts.
- Capability of the sanitary sewers in the area to handle additional flows.
- Capability of downstream WRP(s) to handle additional flows and the timing of those flows.

Deliverable:

- TM No. 6 – Identification of DWDs for Potential Conversion to WWDs (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Assessments will be based on received data from earlier subtasks.

Task 4: Case Studies of Selected Diversions

CH2M will conduct a preliminary feasibility analysis of the four selected DWDs from Task 3 to understand the feasibility of converting those DWDs to WWDs.

Subtask 4.1: Perform Rainfall and Wet Weather Flow Analysis

Existing Intensity-Duration-Frequency (IDF) curves will be used to estimate the flows generated from the watersheds/catchment areas of each selected DWD. IDF curves will be used in conjunction with runoff estimation formulae; e.g. the Rational Method, to predict the peak runoff amounts from a particular watershed. Generated flows/volumes will be routed (using a simplified static accumulation approach) to each selected DWD.

Deliverables:

- No separate deliverable will be submitted under this task; results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.

Assumptions:

- Existing IDF curves will be taken from NOAA, Los Angeles County Hydrology Manual, or other agreed-upon source.

Subtask 4.2: Evaluation of Hydrologic and Water Quality Modeling to Quantify Flow and Pollutant Reduction

For each selected DWD watershed, CH2M will use the existing Watershed Management Modeling System (WMMS) developed by the Los Angeles County Flood Control District to develop water balances, and estimate (quantify) water quality pollutant reduction benefits.

The following activities are expected to be performed for each of the four selected DWDs:

- Review approaches used in the TMDLs to understand the pollutants of concern, and review EWMPs for quantification of flows in the subwatersheds where the DWD exists.
- Assess the feasibility of using analysis developed in the study area conducted by Los Angeles County Department of Public Works and LACFCD and Bureau of Reclamation for understanding region's water supply and demand, impacts from projected population growth and climate change in the watersheds of the Los Angeles region.
- Discussion and summary of other potential approaches, such as the Los Angeles County Department of Public Works Hydrology Manual, the Rational Method based on the area, and modeling tools.

Deliverables:

- No separate deliverable will be submitted under this task; results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.

Assumptions:

- It is assumed that the WMMS model has been calibrated for flows and water quality for the Los Angeles Basin watersheds (specifically the four identified in Task 2) and will be readily available to apply for this task without modification by CH2M.
- Analysis will be based upon existing collected data.

Subtask 4.3: Evaluate Sewer Capacity to Convey Stormwater Flows

CH2M will evaluate up to four priority storm drain locations for the potential for new storm water flow diversions by comparing available sewer capacity to existing hydrologic conditions. The results of Tasks 3 will provide the basis for this evaluation. The following analysis will be conducted:

- 1) Estimate the capacity of existing sewers at the specific target locations to convey flows from up to the targeted capture volume using the information gathered in Task 2.5. This analysis will consider the additive effects of multiple diversions (using a simplified static accumulation of flows so that downstream sewer reaches are not loaded beyond the maximum wet weather flow constraint identified by the sewerage agency²).
- 2) Estimate the amount of stormwater that could be captured and treated at each target location.
- 3) If storage at a DWD for first flush volume is not an option, and water supply is an important goal, storage upstream in the watershed may be considered. The captured stormwater can then be released back into the storm drain to be conveyed to a diversion when capacity is available. A balance needs to be found between available land, capturing enough water for MS4 compliance, water supply benefits, and available conveyance and treatment capacity.

Deliverables:

² The Sanitation Districts and the City of Los Angeles use a standard of 75% d/D (or a flow depth no greater than 75% of the diameter of the pipe).

- No separate deliverable will be submitted under this task; results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.

Assumptions:

- Analysis will be based upon existing collected data.

Subtask 4.4: Interview WRP Operators – Wet Weather Plant Performance

Interviews with WRP managers/operators will be conducted to understand plant wet weather performance and operation. Of interest are WRP capacities, hydraulic and process constraints, and concerns that may affect the flow diversion potential within the WRP sewershed.

A questionnaire will be developed and sent to WRP managers/operators (via the appropriate stakeholder) to gather information, and up to five in-person meetings will be conducted.

Deliverables:

- WRP manager/operator questionnaire.
- Interview agendas and meeting notes (draft and final)

Assumptions:

- Results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.
- Stakeholders will facilitate the WRP questionnaires and feedback, and assist with coordination of the in-person on-site meetings.
- Data and information by WRP operators will be available prior to the in-person meetings.
- Up to five meetings will be held at individual WRPs; each meeting will be two hours in duration, and will be attended by up to two CH2M staff.

Subtask 4.5: Evaluate Feasibility of Wet Weather Flow Diversion

The purpose of this analysis is to develop a range of flows for use in evaluating the potential for new storm water flow diversions. For the four DWDs, and using data collected in prior tasks, CH2M will develop (depending on available data) the annual storm, 85th percentile storm, 2-year, 5-year, and 10-year storms using a simplified approach to pro-rate the storms based on annual rainfall values based on the LA County Hydrology Manual. The results will be compared against available sewer capacities, and other infrastructure demands for storage and conveyance.

Based on the information developed in the previous tasks, CH2M will evaluate the need for storage to facilitate the conversion to a WWD.

Deliverable:

- TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- No new hydrologic analysis will be performed under this task.
- Analysis will use data collected in previous tasks.

Task 5: Develop Conceptual Plan to Divert Remaining Dry Weather Flow

The conceptual plan will be developed to divert remaining dry weather flows in the study area to WRPs. It is assumed that the overall conceptual plan will be applicable to all the treatment plants in the study area.

Deliverable:

- TM No. 8 –Conceptual Plan to Divert Remaining Dry Weather Flows in Study Area (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Analysis will be dependent on the available data in the storm drain system and sewersheds.
- No monitoring and modeling is scoped under this task.

Task 6: Case Study of Cisterns with Direct Diversion to Sanitary Sewer

CH2M understands that distributed BMPs, such as cisterns, are being implemented/planned within the jurisdictions of the stakeholders. The related study conducted by the Greater Los Angeles Water Collaborative, a partnership between LADWP, LASAN, and LACFCD, will be reviewed to understand the findings of the study. Two examples of cisterns in the stakeholder jurisdictions will be considered for diversion of wet weather flows from cisterns to the wastewater collection system.

Deliverable:

- TM No. 9 – Case Studies of Cisterns with Direct Diversion to Sanitary Sewer (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Flows generated from cisterns are collected at one central location and there are existing DWDs where flows from the cisterns can be diverted.
- Only data collected in previous tasks will be used in this task.

Task 7: Regulatory Considerations

Existing relevant regulations relating to storm drain diversions to the sanitary system will be summarized and examined, and opportunities for regulatory flexibility identified.

Subtask 7.1: High Level Review of Relevant Policies and Regulations

CH2M will summarize the existing relevant regulations relating to storm drain diversions to the sanitary sewer system. A high-level review of regulatory requirements and policies will be conducted.

Key activities include:

- Review of WRP discharge requirements for storm water, e.g. Public Health/end use requirements for treated storm water (Title 22), and combined sewer overflow (CSO)/sanitary sewer overflow (SSO) regulations.
- Review of existing NPDES permits, including evaluation and summary of existing MS4 requirements.
- Conduct a meeting with the project stakeholders to understand their NPDES compliance requirements regarding post-construction stormwater treatment objectives.
- Review of relevant TMDLs documents and EWMP treatment objectives goals.
- Review of SSMPs.

Deliverables:

- Stakeholder meeting agenda and point-form meeting notes (draft and final).

Assumptions:

- Results of this subtask will be incorporated into TM No. 10 – Regulatory Considerations.
- The review will not be specific to any diversion, but will be an overview of the existing relevant regulations relating to storm drain diversions to the sanitary system.
- The stakeholder meeting will be held in Los Angeles, will be up to four hours in duration, and will be attended by up to three CH2M staff.
- Analysis will be based upon existing collected data.

Subtask 7.2: Regulatory Considerations and Regional Board Engagement

Through a series of additional meetings/workshops, CH2M will develop a process to engage Los Angeles Regional Water Quality Control Board (LARWQCB) during the planning phases of this project. Benefits are expected to include early identification of constraints and concerns, unified approaches to resolving issues to help gain acceptance of the approach. LARWQCB input regarding the existing DWDs will be of great value to design a robust approach and a solid framework for MS4 permittees to adopt to avoid any major issues.

CH2M will lead the discussions with LARWQCB and stakeholders. Up to three in-person meetings and two workshops with LARWQCB are included in this scope.

Deliverables:

- Meeting/workshop agendas and point-form meeting notes (draft and final).
- TM No. 10 – Regulatory Considerations (draft and final)

Assumptions:

- Up to three in-person meetings will be held in Los Angeles; each meeting will be up to two hours in duration, and will be attended by up to three CH2M staff.
- Up to two workshops will be held in Los Angeles; each workshop will be up to three hours in duration, and will be attended by up to three CH2M staff.
- The TM will be approximately 10 pages.

Task 8: Framework for MS4 Permittees for Conversion of DWDs to WWDs

CH2M will develop a framework for MS4 permittees to guide conversion of an existing DWD to a WWD, or development of a new WWD. The framework will include an approach to plan, execute, and assess steps to start a dialogue and obtain approvals from the agencies involved, such as infrastructure owners, treatment plant operators and regulators.

The framework will include a checklist of items to obtain approvals for the process. It will include, but not limited to the following:

- Appropriateness/feasibility of a WWD.
- Geographical information and project location
 - Preferable evaluation for downstream solutions to gain maximum benefit.
 - Priority (e.g., end of pipe, river diversions, or large municipal agencies downstream).
 - Infrastructure demands (e.g., pump stations, right of way, plumbing, detention storage).

- Upland solutions (e.g., local diversions, infrastructure demands (flow splitter designs, storm drain connections, upsizing sewers)).
- Design elements.
- Planning and steps to obtain approvals from LARWQCB and infrastructure owners (e.g. LACFCD Flood Permit), CEQA, USACE 401, USACE 404, CA DFW, and CA Coastal Commission).
- Compliance-based criteria.
 - Municipal
 - Phase 1 MS4 permit compliance -- cities, LACFCD, Port of Los Angeles.
 - Small MS4 permit compliance -- traditional and non-traditional MS4s, e.g., LAX, UCLA, CSULA, etc.
 - Industrial
 - Potential to connect to industrial storm water facilities.
 - Incentives.

Other potential topics may include:

- Operational controls and control interface
- Real-time monitoring.
- Sanitary sewer overflows.
- Peak flow capacity.
- Margin of safety.

Deliverable:

- TM No. 11 – Path Forward Framework of Conversion of DWDs to WWDs for MS4 Permittees (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- The framework will not be specific to a location, but will be generalized with the steps to follow for conversion of DWDs to WWDs.
- Only data collected in previous tasks will be used in this task.
- Deliverables (e.g., TMs) will be provided in electronic format only.

Task 9: Conclusions and Recommendations

Produce a synthesized set of conclusions and recommendations based on the 11 TMs.

Deliverable:

- TM No. 12 – Conclusions and Recommendations (draft and final).

Assumptions:

- The TM will be a maximum of 5 pages.

Task 10: Draft and Final Report

CH2M will prepare a draft report to present the work completed in Tasks 1 through 9. The draft report will consist of a clear and concise Summary Report that communicates the major elements of each TM, all of which will be appended.

Deliverables:

- Project report (draft and final).

Assumptions:

- The final report will be a approximately 10 pages, excluding the appended TMs.
- Stakeholders review the report and provide comments after a 4-week period.
- Comments on the draft report are assumed to be minimal as the deliverables under tasks 1 through 9 would have been previously reviewed by the stakeholders and the draft report is a compilation of those deliverables with prior comments addressed.

Task 11: Project Management and Meetings

CH2M will perform project management activities which will include project setup, communications with the project manager at LVMWD, attending project meetings, monthly progress conference calls, internal quality control reviews, and preparation of monthly progress reports and invoices. This task also includes communications with LVMWD to plan for the workshops, communication with the LARWQCB.

Four, in-person, quarterly meetings of the project team with LVMWD are assumed under this task. These meetings will cover project progress, next steps, project schedule and budget, stakeholder process, and strategy. CH2M will conduct up to an additional two conference calls per month with LVMWD to review progress and discuss any issues or concerns.

Assumptions:

- Eight monthly progress meetings will be conducted by phone or Skype, and will be attended by up to three CH2M staff; meetings will be 1 hour in duration. An agenda, and draft and final meeting notes will be provided. Four quarterly meetings will double as progress meetings.
- Four quarterly meetings will be attended in person by up to three CH2M staff; meetings will be two hours in duration, and held at in Los Angeles. An agenda, and draft and final meeting notes will be provided.
- Up to 24 progress conference calls will be attended by up to three CH2M staff, and each call will be one hour in duration. Final call notes will be provided for each call.
- Meeting notes will be point-form, and will include decisions and action items.

General Project Assumptions:

- The CH2M Project Manager will work directly with the project stakeholders to receive comments on the draft TMs, and will agree on an appropriate stakeholder review period for each TM so that project schedule is not adversely affected. Comments will be consolidated and reconciled by CH2M and reviewed with LVMWD prior to incorporation into the final document. CH2M will revise draft TMs based on the comments received and submit to LVMWD and stakeholders. Up to 10 hours of time per TM, and for the final report, have been assumed for resolution of stakeholder comments.
- All received data will be available in usable electronic format. Data extraction from CAD files, GIS maps, or paper files will not be performed by CH2M.

- After discussion with LVMWD on the required elements for the project, CH2M and LVMWD will determine whether any additional scope and budget will be needed to fill in identified major data gaps, and/or perform the analysis.

Deliverables:

- Periodic meeting agendas and notes (final).
- Monthly progress reports and invoices.

Budget

This fee of this project will be on a time-and-materials basis for the scope of work described herein. The estimated budget to complete Tasks 1 through 11 is \$694,000. Table 3 contains a breakdown by each of the 11 tasks.

Table 3 – Cost by Task

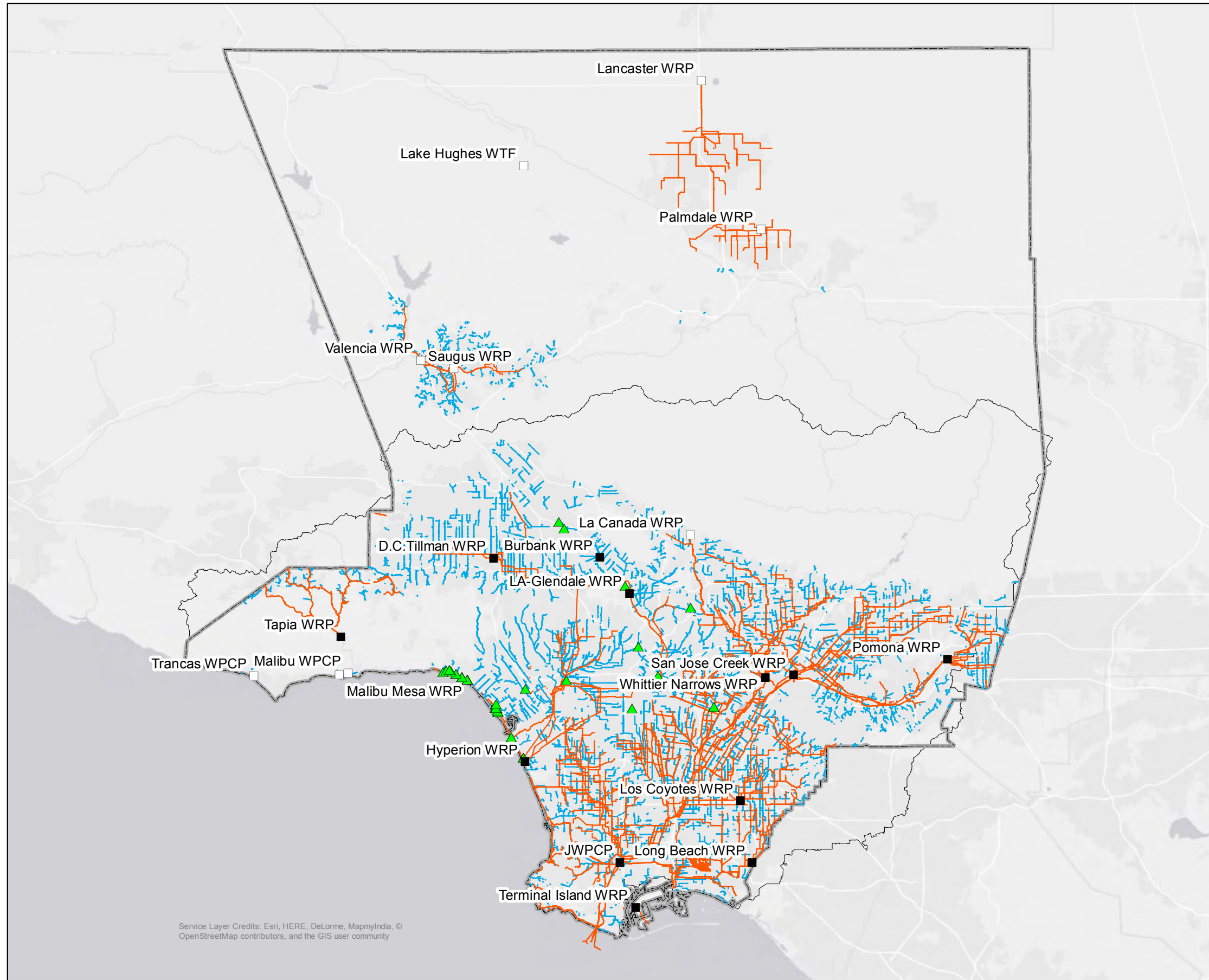
Project Task	Hours	Budget
Task 1: Project Chartering Sessions	109	\$21,883
Task 2: Collect, Review and Summarize Data	878	153,054
Task 3: Identification of Potential DWDs for Conversion to WWDs	294	\$54,496
Task 4: Case Studies of Selected Diversions	860	\$155,827
Task 5: Develop Overall Conceptual Plan to Divert Remaining Dry Weather Flow	189	\$34,072
Task 6: Case Study of Cisterns with Direct Diversions to a Sanitary Sewer System	228	\$41,560
Task 7: Regulatory Considerations	253	\$62,570
Task 8: Develop Path Forward Framework for MS4 Permittees for Conversion of DWDs and WWDs	215	\$39,700
Task 9: Conclusions and Recommendations	176	\$33,218
Task 10: Draft and Final Report	153	\$29,402
Task 11: Project Management and Meetings	387	\$68,218
Total	3,742	\$694,000

CH2M will not be obligated to perform work beyond the contracted budget, and LVMWD will not be obligated to compensate CH2M beyond the authorized budget without LVMWD approval.

This proposal is valid for sixty (60) days from the submittal date.

Schedule

The work is estimated to be completed within 12 months of contract execution. It is assumed that the work will begin in January 2019.



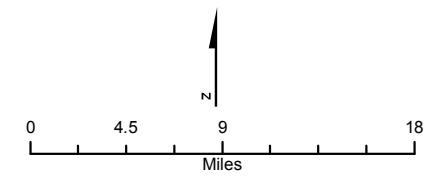
LEGEND

Wastewater Treatment/Reclamation Facility

- Sewershed Included in Study Area
- Sewershed Not Included in Study Area
- ▲ Existing Dry Weather Diversion
- Large Interceptor/Outfall Sewer
- Storm Drain > 48"
- Los Angeles County Boundary
- Los Angeles Basin

Notes:

1. For clarity, resolution of piping varies by area. Not all pipes are shown.
2. Maps are intended for high-level view of existing facilities. Locations of facilities are approximate.



Service Layer Credits: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community

Figure 1
Existing Low Flow Diversions and WRPs

= Technical Memorandum

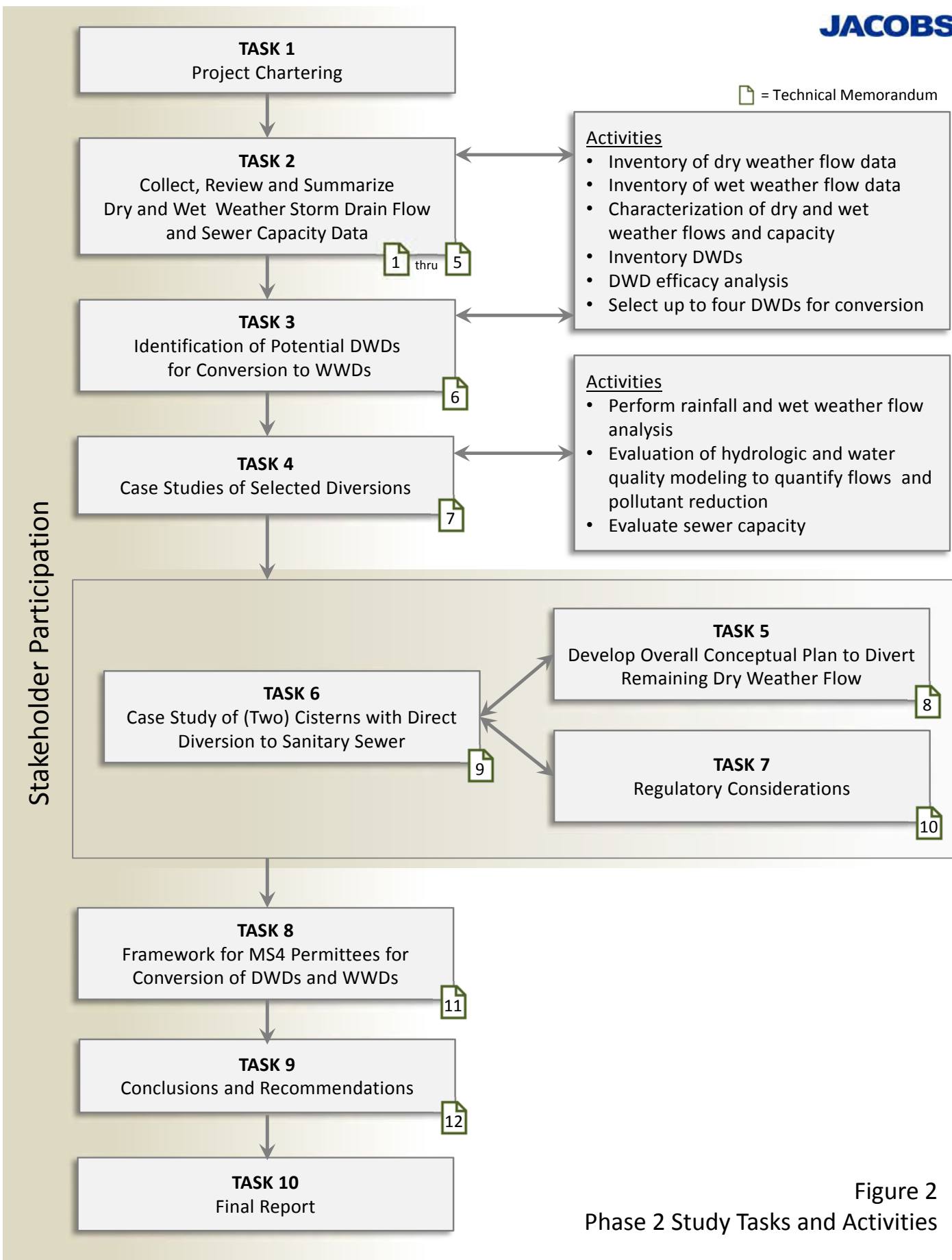


Figure 2
Phase 2 Study Tasks and Activities

Exhibit 1

Responses to Stakeholder Comments on
August 28, 2018 Draft Scope

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 Responses to Stakeholder Comments on
 August 28, 2018 Draft Scope

No	Task	Comment	Response
LA County Department of Public Works			
LACDPW-1	Key Terminology	Is there a potential to utilize a 15-year period? This would then include the very wet 2004-05 storm season which could provide some useful insights when coupled with the 2012-2016 drought.	Agree, we will use the study period from CY 2002 through 2017 to include the very wet 2004-05 storm season and the 2012-2016 drought.
LACDPW-2	Task 1	This white paper is an excellent opportunity to showcase the benefits of integrated regional water management practices; we suggest adding such language.	Yes, the benefits of integrated regional water management practices will be added into the deliverables of this study. Incorporated text to reflect this point in the new conceptual approach section of the scope of work .
LACDPW-3	Task 2	What is considered to be "reasonable"?	Edited text to state that the stakeholders will provide the data within three weeks of the request sent by Jacobs.
LACDPW-4	Task 2.1	Modifications to LACFCD stormwater infrastructure or operations have potentially significant public-safety impacts and these should also be considered	Edited text to state that the stakeholders will provide the data within three weeks of the request sent by CH2M/Jacobs.
LACDPW-5	Task 2.1	The LA Basin Study and the Greater Los Angeles Water Collaborative reports are also good resources which we can provide	Yes, we added these studies to the list of documents for review under this task.
LACDPW-6	Task 2.2	Could this compiled GIS data be later made available to the Project Partners?	Yes, we will provide the GIS data to the Project Partners.
LACDPW-7	Task 2.6	LA County Public Works has 21 low-flow diversions (LFDs) which we have been operating for 15+ years. Data sources include construction records, maintenance records, telemetry system data, etc. Note there was a minor error or needed clarification on page 4-2 of the May 2018 white paper; the Herondo LFD has a capacity of 60 OR 120 gpm depending on the time of day, not 60,120.	We will make this data correction for the Phase 2 of the project and utilize the County's LFD data.
LACDPW-8	Task 2.6	LACDPW's Low-Flow Diversion Task Force will be able to work with the authors to seek this information.	We will communicate with the LACDPW's Low-Flow Diversion Task Force members to gather LFD data and info.
LACDPW-9	Task 3	Other factors to consider for analysis: How will flows be diverted? - Design of diversion structures needs to be considered to avoid any impacts to LACDPW operations and to prevent adverse impacts to flood risk. Would these flows otherwise be captured?	Acknowledged and added information related to these comments into the conceptual approach. Provided below are responses to these comments: - Conceptualization of preliminary design of diversion structures will be conducted for the selected (4) diversions in Task 4. Features to avoid any impacts to LACDPW operations and to prevent adverse impacts to flood risk will be considered.
		- are there spreading grounds downstream of diversion?	Location of spreading grounds will be identified if affected by the location of a select diversion.
		- does this diversion add an actual supply benefit?	The diversions projects will provide water supply benefit when the downstream WRF effluent is recycled. However, the analysis for the location and end uses of the generated water supply will not be the focus of this study.
		Design to limit pumping	Need pumping for permissive aspects of diversions.
		- Some elevated locations may allow diversions without need for pumping, greatly reducing operation and design costs, along with CO2 reductions from less energy use	As noted above, pumping is necessary to assure permissive diversion from the storm drain system to the sanitary system.
Who will receive the recycled water? - Whether there are existing customers, need, or opportunity to use the additional recycled water; - Groundwater, whether aquifer is confined, could water be directly placed into infiltration? - Availability of spreading ground capacity in the area; - Restrictions from the regional board as to where recycled water can be spread (e.g. distance to production wells); - availability of spreading grounds is limited during wet weather, and priority is given to storm flows; Please contact LACDPW to discuss any of these further.	The end users of the water supply generated by the diversion projects will not be the focus of the study. However, qualitative description of end users will be discussed in the project report.		

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 August 28, 2018 Draft Scope

No	Task	Comment	Response
LACDPW-10	Task 4.1	It is recommended that this analysis incorporate local climate change projections for storm frequencies.	In the overall conceptual approach, we have acknowledged the climate change impacts for the study. Where appropriate, we will include qualitative description for climate change impacts on storm frequencies.
LACDPW-11	Task 4.2	It is recommended to consider a climate-adjust 85th percentile storm event to assess the future effectiveness of these facilities.	Per above response to comment LACPW-10, we will address climate change impacts qualitatively in this study.
LACDPW-12	Task 4.3	We believe storage is a key design feature given the highly irregular flows observed in our systems.	For the four case studies conducted under this study, the analysis will include storage considerations to accommodate highly irregular flows.
LACDPW-13	Task 4.3	Can combinations of seasonal dry and wet flow patterns be considered? Or could this "optimization" come later?	This analysis will be a part of the final feasibility analysis of the project(s) identified under this study, which will depend on the data available.
LACDPW-14	Task 4.3	Based on our experience, flows vary widely on an hourly, daily, monthly, and annual basis. Wet years have much more dry weather flow.	This discussion was referring to gaging of the wastewater in the collection system rather than stormwater runoff. It has since been removed from the scope language and will be considered during the study only if necessary and feasible.
LACDPW-15	Task 4.3	Hourly peak? Daily? "Peak" flow might be replaced with "85% daily dry-weather flow total on a multi-year basis" or something similar.	The amount of flow diverted will depend on the size of the diversion and capacity of the wastewater system.
LACDPW-16	Task 4.5	Could these be climate-adjusted?	The impact of climate change will be acknowledged and climate change adjustments to stormwater flows will be discussed qualitatively.
LACDPW-17	Task 6	This concept was coarsely assessed in the Greater LA Water Collaborative, a partnership between LADWP, LASAN, and LACFCD. The report can be shared with the Project Team.	We will review the report to understand the findings of the study. Added language to this scope to reflect this.
LACDPW-18	Task 8	This suggests/emphasizes path forward centers predominantly around water quality. If water supply is to receive equal exploration, perhaps a separate task for path forward related to water supply or else rename Task 8 to account for both...	The goal of the path forward task is to develop a framework for agencies to follow who would like to proceed with WWDs to divert surface water to create recycled water. The steps needed to develop new WWDs, or conversion of DWDs to WWDs will be discussed in this task, without quantification of potential water supply benefits.
LACDPW-19	Task 9	Consider adding infrastructure owners (e.g. LACFCD Flood Permit), CEQA, USACE 401, USACE 404, CA DFW, and CA Coastal Commission permitting requirements	Infrastructure owners have been added in the text for this task. Other agencies that may be involved in the process for diversions will be considered.
LACDPW-20	Schedule	It is assumed that further development, opportunities for further GIS expansion/overlays, discussion of how/when to engage other stakeholders, and further alignment with other sources/studies will be a part of the white paper process.	This is the intent of the stakeholder coordination/project steering committee. These elements will be discussed during stakeholder meetings.
LA County Sanitation Districts: Ruffell, Kristen			
LACSD-1	Task 1	Do you want to give any other MS4 permittees a chance to participate since the findings could affect their programs?	The participation of additional stakeholders will be discussed in the stakeholder meetings and communication about the study will be provided in other forums.
LACSD-2	Task 2.1	Attached is an example of the data available for one of LACSD's sewers. These Clearance Diagrams represent the available capacity during peak dry weather flow and are prepared by hand using a combination of sewer level monitoring and best professional judgement (for example, knowledge of a cross connection that can flow either direction depending on the time of day or an episodic industrial discharge). To determine the capacity available in any section of sewer, all of the downstream sections need to be analyzed along with any completing projects (e.g. a new industrial wastewater discharge) to determine the constraining flow.	We will rely on LACSD to provide the relevant available sewer capacities for diversion locations.
LACSD-3	Task 2.1	We have these and can provide them. What will they be used for?	We will review the SSMPs for data related to sewer systems and the plans (e.g., operation and maintenance) in place.
LACSD-4	Task 2.2	Given the paper-based flow records and the case-by-case analysis needed, this may not be worth the effort/cost	In this task, we will prepare a summary of the available data, the extent of data, and the format of it. We have clarified in the text that the GIS database will house only data provided electronically.

Exhibit 1
 Responses to Stakeholder Comments on
 August 28, 2018 Draft Scope

No	Task	Comment	Response
LACSD-5	Task 2.3	We do not have sufficient data to characterize flows or capacity in wet weather except at the headworks to a treatment plant.	We will use all data that is readily available to characterize flows or capacity in wet weather. Since the wet weather data in the sewer system are limited, the focus will be to prioritize diversions upstream of WRPs rather than further upstream in the sewage collection system. Data gaps will be identified under this study for the feasibility analysis of the projects identified under this scope.
LACSD-6	Task 2.3	We can provide a map of the current Smart Covers we have installed. Please be aware that many of our smart covers are moved frequently, therefore we would prefer not to put these locations in a report. We have attempted to use this data for a control system and found that it was not reliable or frequent enough to manage flows. We are happy to share our experience.	We understand the concern and will not include the information about the location of the Smart Covers in the deliverables prepared under this scope. We would like to hear about your experience with the quality/use of this data.
LACSD-6	Task 2.3	We do not have a system-wide study. Our operations section has completed targeted studies to resolve particular issues, but formal reports were not prepared.	There may be value in considering the finding of targeted studies, depending on the potential WWD locations we wind up considering. We can discuss at that time.
LACSD-6	Task 2.4	Raw wet weather flow data is useful for calibrating models (both for the generated storm flow and the capacity available in the sewer), but cannot be directly used for planning or design.	Agreed. The purpose of this task is to document the availability of data and its attributes such as locations, type of data, quality of data, etc.
LACSD-6	Task 2.5	This conflicts with the highlighted text in the next paragraph.	Corrected in the next paragraph for consistency.
LACSD-6	Task 2.5	Doing this for the whole study area is a much larger task than the areas upstream of existing diversions (as stated in previous paragraph). Which one do you intend?	The flow characterization will be for the areas upstream of existing DWDs not for the entire study area.
LACSD insert	Subtask 2.5	For a proposed diversion to the headworks of a wastewater treatment facility, sufficient data exist to develop a model that will be used to determine minute-by-minute capacity throughout an 85 th percentile design storm. This model will be sufficient to estimate dry and wet weather capacity.	Development of such a model, useful for site-specific facility design, is not planned to be conducted under this scope of work where design will be considered at a more conceptual level.
LACSD insert	Subtask 2.5	Storm drain flows originating from the tributary areas of the DWDs for the 85th percentile 24-hour design storm. Flows will be graphs in one-minute increments throughout the storm. The peak flow and the total volume will also be identified.	Flow graphing will be dependent on the data available/provided, and could be developed for the selected diversions, rather than the entire study area. The targeted capture volume could be more or less than the compliance storm.
LACSD deletion	Subtask 2.5	Water quality data, specifically for parameters of concern, e.g., metals, nutrients, and bacteria, and other constituents for which TMDL are developed in the watersheds where the DWDs are located	An inventory of water quality data will be beneficial to understand the water quality issues and loadings of pollutants in the watershed where diversions are studied.
LACSD insert	Subtask 2.5	Because the flow in the sewer system is dependent on the rate of rainfall, location(s) of flooding, and wet-weather operations of the sewer system, an analysis of available capacity during a storm can only be accomplished by developing a hydrodynamic model and calibrating it with sewer flow data collected during a range of storm conditions. Use of dry weather flow or data from one or two storms is not sufficient to determine the safe capacity during wet weather.	Agree that hydrodynamic modeling would be an optimal tool for assessing wet weather flow conditions in the sanitary sewer systems. Where the benefit of such modeling is available (e.g., City of LA) and it can be applied by the agency to inform the study, it will be considered. Where such a model does not exist or data is not available, other approaches to estimating available sewer capacity during wet weather will be considered with the respective agency.
LACSD insert	Subtask 2.5	In addition to physical flow, capacity must also consider future upstream residential/commercial/institutional/industrial developments, peak flow cycles, inflow and infiltration, and other factors that the various managing jurisdictions may apply. Guidelines for determining available capacity should therefore allow for differing methodologies that may be applied by the various controlling agencies.	We will work with the sewerage agencies to appropriately identify reasonable estimates of available capacities in their sanitary sewer systems.
LACSD-7	Task 3	The Sanitation Districts should conduct this analysis for the diversions in our service area.	Thank you.

Exhibit 1
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 August 28, 2018 Draft Scope

No	Task	Comment	Response
LACSD-8	Task 4	Many diversion won't go to reclaimed water. Should diversions be evaluated for their potential to generate new water?	The assumption of this study will be to generate potential water supply. Any water at the WRP could be used for generation of recycled water. We will not evaluate how much water will be reused as the study will not focus on end uses.
LACSD-9	Task 4	Different than the 85 th percentile 24-hour flow? Define?	Changed capture of "first flush" to capture of "targeted capture volume", which is dependent on available/potential storage volume in, or external to, the WWD.
LACSD-10	Task 4.1	Define first flush	Defined
LACSD-11	Task 4.3	There isn't enough money in the proposal to do this countywide. Suggest identifying priority locations and doing a detailed analysis on those. Locations near the WRPs may be most advantages.	Task 4 consists of conducting case studies on up to 4 selected LFDs.
LACSD-12	Task 4.3	[1] The Sanitation Districts and the City of Los Angeles? use a standard of 75% d/D (or a flow depth no greater than 75% of the diameter of the pipe.	Added footnote as suggested; City of Los Angeles indeed uses 0.75 d/D as trigger flow for capacity expansion.
LACSD-13	Task 4.3	This task is for new diversions, what pumping improvements did you have in mind?	Pumping improvements may needed at existing DWDs to convey wet weather flows rather than the smaller, dry weather flows.
LACSD insert	Subtask 4.3	1) If sewer capacity is a constraint to conveying the required wet weather event volume, estimate the relative costs of sewer expansion improvements to enhance stormwater diversion will be considered, such as: • The cost of providing additional sewer conveyance. 3) The cost of providing stormwater storage so that the design volume can be diverted within 72 hours, or pumping improvements	Deleted. Cost analysis will not a part of this scope.
LACSD-14	Task 4.5	Are you intending to identify peaks? Total volume? How will you use this data given that the flows are variable throughout the storm?	We will develop a range of flows, including peaks and total volumes.
LACSD-15	Task 5	Can you provide more information as to how you plan to do this and what you think the output will look like? Any analysis needs to take into account that multiple projects will compete for the same capacity. Maybe this is a conceptual path forward given the detailed analysis of targeted locations in Task 4.3?	We will develop an output matrix that shows how much of the dry weather flows have been addressed by the existing DWDs, and, of the remaining dry weather flow in the watershed, the amount that could potentially be diverted to the sanitary system.
LACSD-16	Task 7.1	These are very broad. Maybe they can be refined in the first meeting with the stakeholders	This will be discussed with the stakeholders before the initiation of this task.
LACSD-17	Task 7.2	This should also be discussed among the stakeholders, given that many have a history and understanding of the Regional Board's jurisdiction in diversions	Agreed
LACSD-18	Task 8	These are not Regional Board issues. These issues will need to be discussed with the receiving sewerage agency.	Agreed. The text has been moved to Task 8.
LACSD-19	Task 7.3	These are the issues that would need Regional Board buy off.	Agreed.
LACSD-20	Task 10	How long will stakeholders have to review?	A review period of four weeks has been added in the text.
LA Sanitation and Environment			
LASAN-1	General Comments	It is recommended to provide projections of potential water supply benefits by DWDs, WWDs, and conversions of DWDs to WWDs as not all diverted runoff would necessarily result in actual water supply benefits.	The focus of this study is to identify the feasibility of diverting stormwater to the sanitary system for potential water supply benefit, i.e., if the wastewater is ultimately treated for reuse. It will be dependent on a number of factors such as type of diversion (wet or dry), location and capacity of the system to generate recycled water along with the end users. The end users and determination of water supply benefits will not be a focus of this study. However, the report of this project will include high level description of water supply benefits and potential beneficial uses.
LASAN-2	General Comments	When converting DWDs to WWDs, the water supply benefit is anticipated to be minimal because flows in the wastewater collection system during storm events are already sufficient. A possible solution would be a combination of a WWD and a detention take to attenuate peak storm runoff and delayed diversion to the collection system.	These comments are addressed in this section. Brief response to the comments provided here: • Storage will be considered as appropriate which will be site-specific. • Volume to be addressed by the diversions will be discussed with the stakeholders. It will be dependent on several factors as discussed in this section. • Agree with the comment on an auto-shutoff system for the diversions.

Exhibit 1
 Responses to Stakeholder Comments on
 August 28, 2018 Draft Scope

No	Task	Comment	Response
LASAN-3	General Comments	A complete storm hydrograph is preferred when assessing the ability of the wastewater collection system and the WRPs to convey the peak runoff flow for the 85 th percentile storm event.	Using a complete hydrograph allows the full volume and shape of the storm event to be routed through the collection system. But if only a portion of the entire hydrograph is being routed into the diversion, or if storage is provided at the diversion, then the overall magnitude and shape of the hydrograph are of less importance, because much of that total volume will bypass the diversion.
LASAN-4	General Comments	Operators of the wastewater collection system may require an auto-shutoff system that would turn off the WWD if certain levels are reached in the wastewater collection system.	Agreed.
LASAN-5	Task 2.1	Flow data covering the second part of study period (2007-2017) might be more readily available than data covering the first part, which depends on when gauges were installed.	This comment is for the wastewater system data collection. We will use available data for the study for the period from 2007-2017 and if additional time is needed to extract data from archives, we will begin with the data that is more readily available.
LASAN-6	Task 2.5	Some modeling may become necessary under this subtask if there are large data gaps.	We will make that assessment as the study progresses and, if needed, work with the agencies to schedule their execution of such modeling, where possible.
LASAN-7	Task 2.7	For determining the efficacy of DWDs in relation to regulatory (MS4 Permit) compliance, it is important to establish the metric for compliance. We usually don't evaluate reduction of pollutant loadings by DWDs. We design DWDs to divert all dry weather runoff from a drainage area (no DWD discharge -> MS4 is not responsible for exceedances of water quality standards in receiving water). Likewise, a WWD that diverts the 85th percentile storm event would make the drainage area to that WWD into full compliance, regardless of the actual reduction of the pollutant loading.	The intent of this study is to add WWDs as another tool to be included as part of the strategy for achieving MS4 compliance; it is not expected to replace all of the other BMPs that will also be needed to fully manage the 85th percentile storm event. If the WWD will be able to handle the 85th percentile storm then the drainage area will be in full compliance. As mentioned in the conceptual approach, the amount of flow handled by each diversion will be dependent on several factors, e.g., site-specific conditions, size and capacity of the diversions, availability of storage in the upstream area of the diversion, etc. In case, the WWD cannot handle the 85th percentile storm event, then a methodology should be established in consultation with the Regional Board to determine the water quality benefit/credit from the reduction in loadings due to diversion.
LASAN-8	Task 3	There may be an interesting area for potential exploration by consultant team, specifically for addressing Bacteria TMDLs: - Many Bacteria TMDLs define wet weather as the day of the rain event and the three day following that storm event. - We have observed at several DWDs that runoff flows to rapidly decline after a storm event. - If we also divert runoff in the three days after a storm event, the diversion rate could be typical of dry weather (no capacity issues) but from a MS4 Permit/Bacteria TMDL compliance perspective it would count towards wet weather compliance. - This would be a partial/temporal conversion of DWDs to WWDs that would only require a change of the operational strategy.	This discussion has been added to the conceptual approach section of the study's scope of work.
LASAN-9	Task 4 (intro)	It is mentioned that LASAN is working on two DWD to WWD conversions, being effective in 2019. In the kickoff meeting, we brought up two examples of WWD projects that are being planned in the Ballona Creek watershed. However, those are done by other municipalities, and they will not be done by 2019 as they are in the early planning stages. Consultant team is recommended to confirm with LASAN whether we're talking about the same projects.	Thank you for clarifying the status of the planned WWD projects (by others) in the Ballona Creek watershed. For the case studies, four new projects will be identified for case studies based on the availability of data and discussion with the stakeholders.
LASAN-10	Task 4.3	If flow gauging upstream and downstream of a DWD would be necessary, who would be performing those services?	In that case, flow gauging of sewage upstream and downstream of the DWD will be conducted by the agencies owning the sanitary sewer system.
LASAN-11	Task 7.1	It is not clear why new development and redevelopment design criteria, building conditions, and municipal ordinances are important for evaluating runoff diversions to the wastewater collection system.	The stated factors do not affect the physical capacity to convey diverted flows, but may affect how much should be diverted to positively influence receiving waters. We will include a high level review of the regulatory requirements to qualitatively assess their impact on potential diversion flows.
		We recommend also evaluating the impact of runoff diversions on contractual agreements for sewage conveyance and treatment between contract agencies.	Under Task 8, a path forward strategy will lay out the steps and considerations for developing contractual mechanisms among agencies who participate in the projects.

Exhibit 1
 Responses to Stakeholder Comments on
 August 28, 2018 Draft Scope

No	Task	Comment	Response
		Large scale runoff diversion could potentially result in reduction of flow/water levels in receiving waters which, in turn, could bring issues related to beneficial uses of the receiving waters, water rights, etc. However, this may be beyond the scope.	These issues will be acknowledged during the Phase 2 work, but the impact of reduction of flow/water levels on receiving waters needs to be addressed on a case-by-case basis. We will acknowledge the impact of diversions on the downstream beneficial uses in the receiving waters.
LASAN-11	Budget	Practical note: the consultant team will need to execute a license agreement with LASAN for receiving GIS files. This is a standard procedure taking about one week to complete.	We acknowledge this comment. We will initiate the process as soon as the study begins.

Exhibit "B"

Contact Information for Parties to Agreement

- Central Basin Municipal Water District
Mr. Kevin Hunt, General Manager
Central Basin Municipal Water District
6252 Telegraph Road
Commerce, CA 90040-2512
(323) 201-5548
kevinh@centralbasin.org
- City of Los Angeles, LA Sanitation and Environment
Mr. Enrique C. Zaldivar, Director and General Manager
LA Sanitation and Environment
1149 South Broadway, 9th Floor
Los Angeles, CA 90015
(213) 485-2210
enrique.zaldivar@lacity.org
- City of Los Angeles, Department of Water and Power
Mr. David Pettijohn, Director of Water Resources
City of Los Angeles, Department of Water and Power
111 North Hope Street, Room 1460
Los Angeles, CA 90012
(213) 367-0899
david.pettijohn@ladwp.com
- City of Pasadena
Mr. Mitchell Dion, Assistant General Manager - Water Delivery
City of Pasadena
100 North Garfield Avenue
Pasadena, CA 91101
(626) 744-4409
mitchdion@cityofpasadena.net
- City of Torrance
Mr. Robert Beste, Director of Public Works
City of Torrance
3031 Torrance Boulevard
Torrance, CA 90503
(310) 618-5880
rbeste@torranceCA.gov

- County Sanitation District No. 2 of Los Angeles County
Ms. Grace Robinson Hyde, Chief Engineer and General Manager
Sanitation Districts of Los Angeles County
1955 Workman Mill Road
Whittier, CA 90607
(562) 908-4288 x1501
ghyde@lacsdsd.org
- Las Virgenes Municipal Water District
Mr. David Pedersen, General Manager
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
(818) 251-2122
dpedersen@lvmwd.com
- Los Angeles County Flood Control District
Mr. Keith Lilley, Assistant Deputy Director
Stormwater Planning Division
Los Angeles County Department of Public Works
900 South Fremont Avenue
Alhambra, CA 91803
(626) 458-4300
klilley@dpw.lacounty.gov
- Main San Gabriel Basin Watermaster
Mr. Tony Zampiello, Executive Officer
Main San Gabriel Basin Watermaster
725 North Azusa Avenue
Azusa, CA 91702
(626) 815-1300
tony@watermaster.org
- Three Valleys Municipal Water District
Mr. Matthew H. Litchfield, General Manager/Chief Engineer
Three Valleys Municipal Water District
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Claremont, CA 91711-2052
(909) 621-5568
mlitchfield@tvmwd.com

- Upper San Gabriel Valley Municipal Water District
Mr. Tom Love, General Manager
Upper San Gabriel Valley Municipal Water District
602 East Huntington Drive, Ste B
Monrovia, CA 91016
(626) 443-2297
tom@usgvmwd.org
- Water Replenishment District of Southern California
Mr. Robb Whitaker, General Manager
Water Replenishment District of Southern California
4040 Paramount Boulevard
Lakewood, CA 90712
(562) 921-5521
rwhitaker@wrd.org

Phase 2 White Paper

Tapping into Available Capacity in Existing Infrastructure
to Create Water Supply and Water Quality Solutions



March 13, 2019

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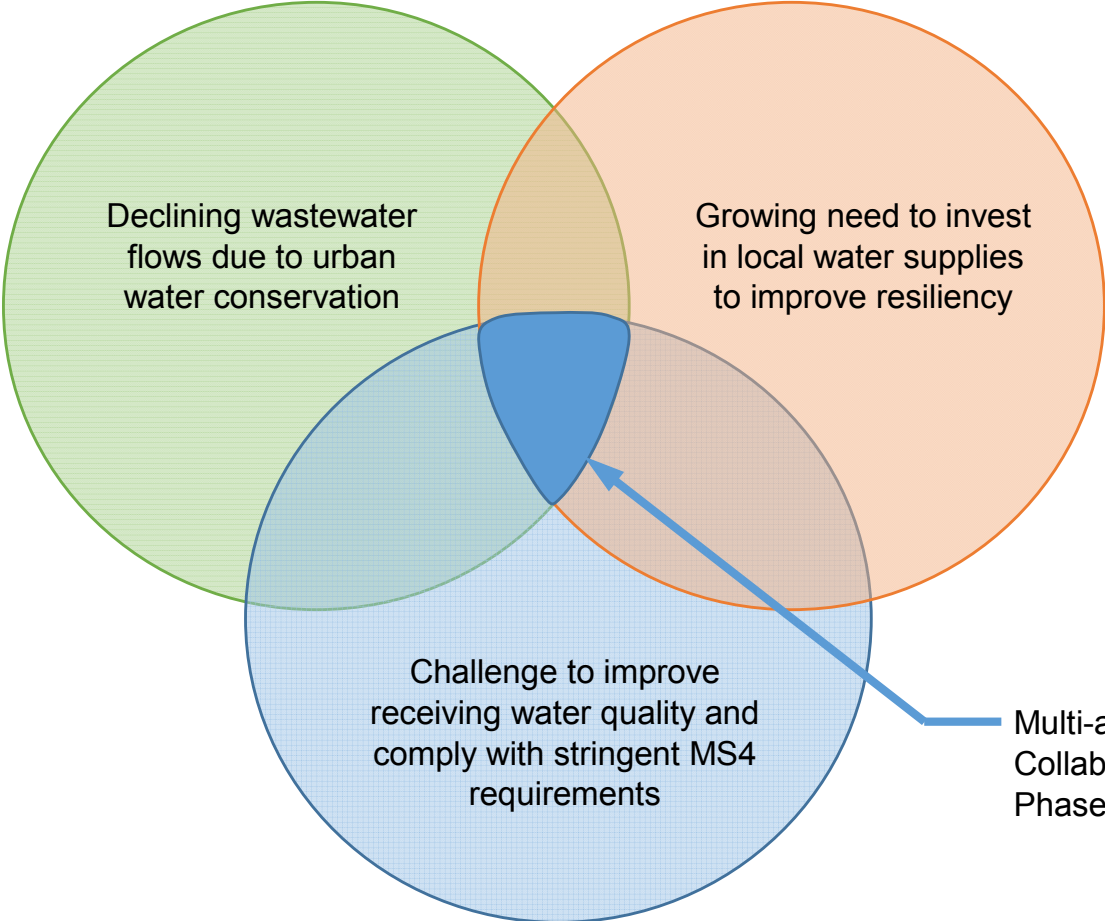
Agenda

1. Welcome and Introductions
2. Project Drivers and Goal
3. Review of Phase 1 White Paper
4. Phase 2 Funding and Stakeholders
5. Phase 2 Strategy and Approach
6. Stakeholder Involvement
7. Communication Protocols
8. Discussion
9. Wrap-up and Next Steps

Welcome and Introductions

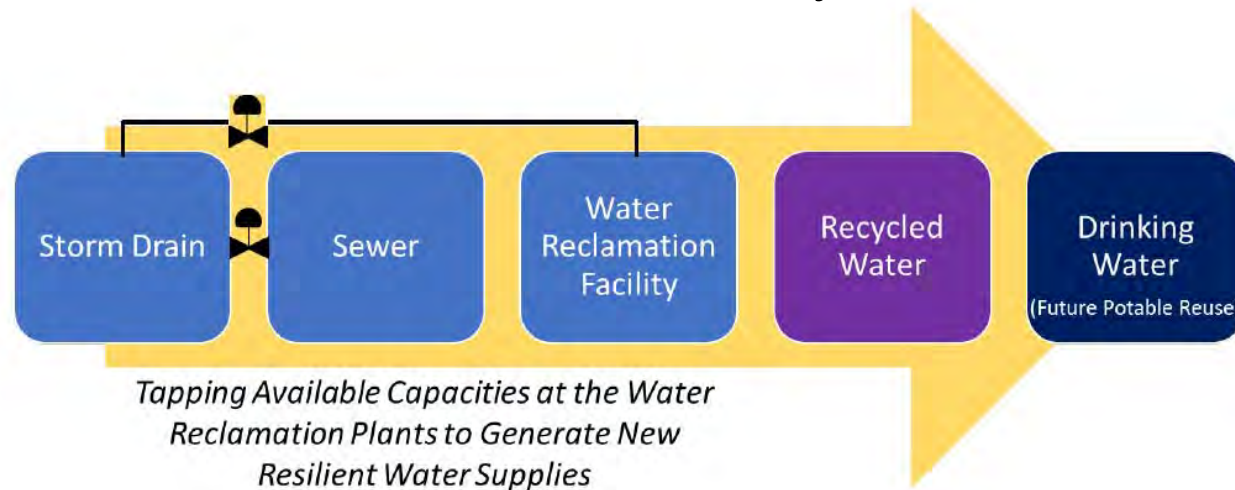
Project Drivers and Goal

Project Drivers



Project Goal

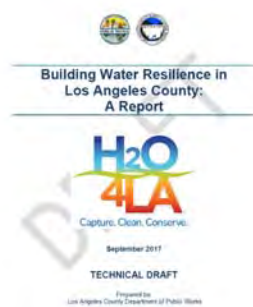
- Explore leveraging available capacity in the water reclamation plants (WRPs) for treating urban runoff and stormwater to:
 - Improve receiving water quality
 - Generate new local source of recycled water



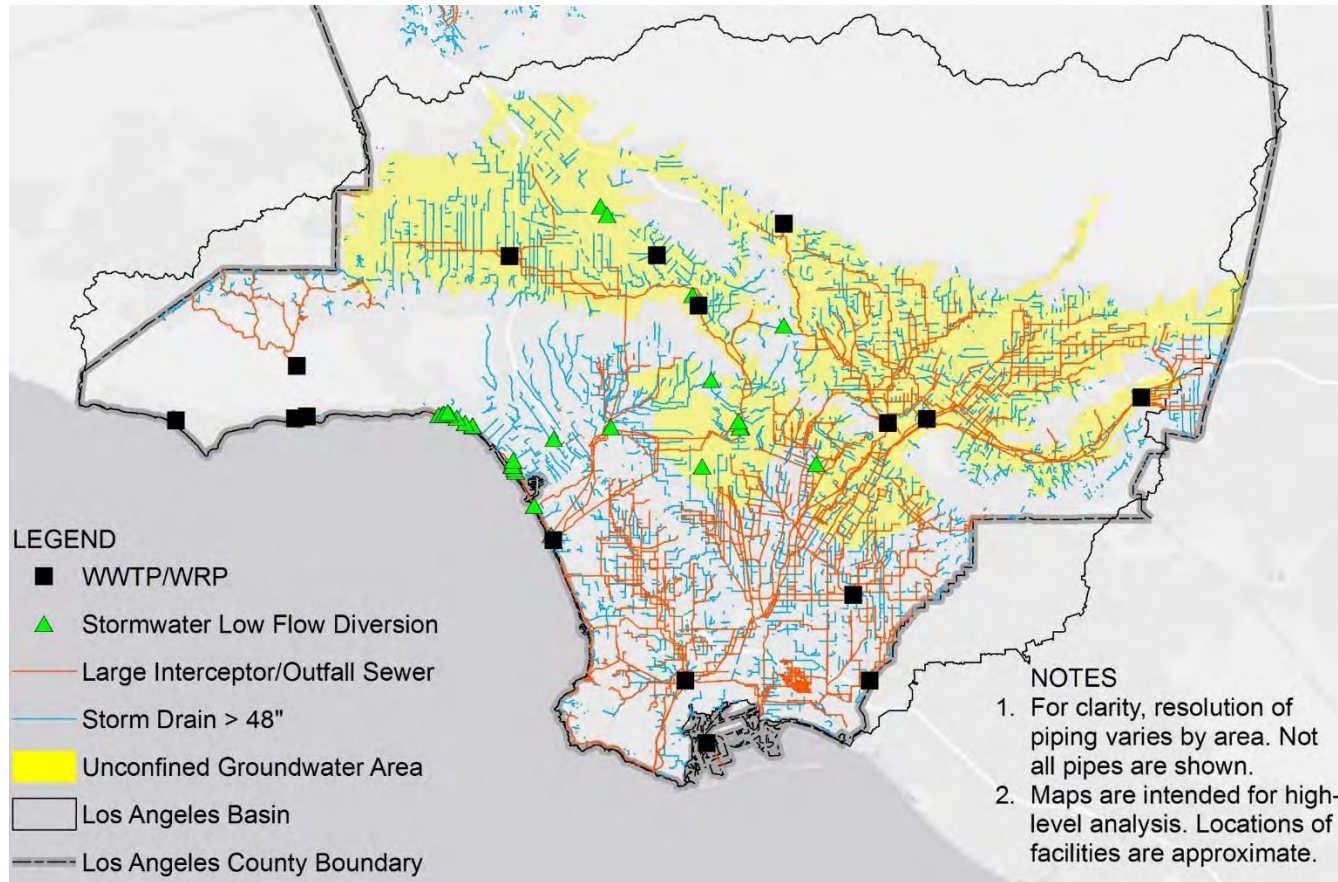
Review of Phase 1 White Paper

Phase 1: Completed May 2018

- Conducted high-level analysis to understand possibilities of a controlled storm drain diversion to the sanitary sewer system
- Surveyed pre- and post-drought influent flows to WWTPs throughout Los Angeles County
- Surveyed current and planned recycled water production at WRPs
- Mapping of existing wastewater and stormwater infrastructure and existing diversions
- Reviewed alignment with existing planning documents:



Phase 1: Infrastructure Mapping

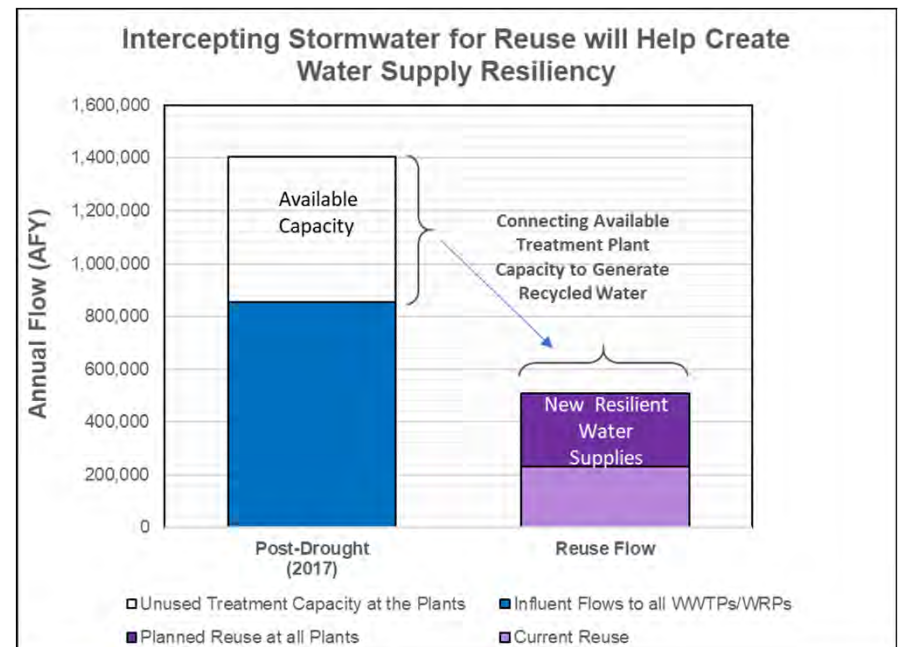
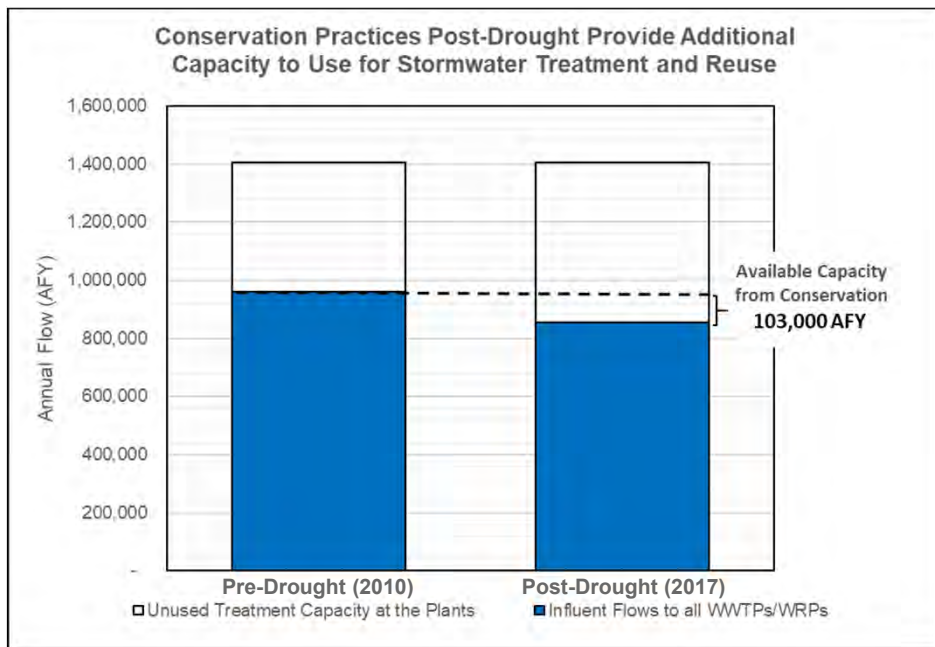


Phase 1 Infrastructure Mapping

- 21 Municipal Wastewater Treatment Plants
 - Los County Sanitation Districts - 11
 - City of Los Angeles Bureau of Sanitation - 4
 - Consolidated Sewer Maintenance District of Los Angeles County - 4
 - Las Virgenes Municipal Water District - 1
 - City of Burbank - 1
- 21,000 miles of sewers amongst owners listed above
- 3,300 miles of storm drains owned by LACFCD
- 50 existing low flow diversions (LFDs)
- Thousands of miles of additional city-owned sewer and drainage systems
- Only 28% of the Los Angeles Basin is available for groundwater augmentation through stormwater infiltration.

Phase 1: Key Findings

- Conservation → 103,000 AFY Reduction of Influent WWTP Flows (2010 vs 2017)
- 1.4M AFY capacity amongst 21 WWTPs, only 61% of capacity utilized in 2017
- Future recycled water demand expected to more than double



Phase 1: Outcome

- Highlighted the merits of further analysis of diverting urban runoff to the wastewater system
- Illustrated the need for additional study to:
 - Address potential challenges and complexities
 - Engage a much broader group of stakeholders

WHITE PAPER
PRE-RELEASE VERSION

Tapping into Available Capacity in
Existing Infrastructure to Create Water
Supply and Water Quality Solutions

Prepared for
Las Virgenes Municipal Water District
Main San Gabriel Basin Watermaster

May 2018

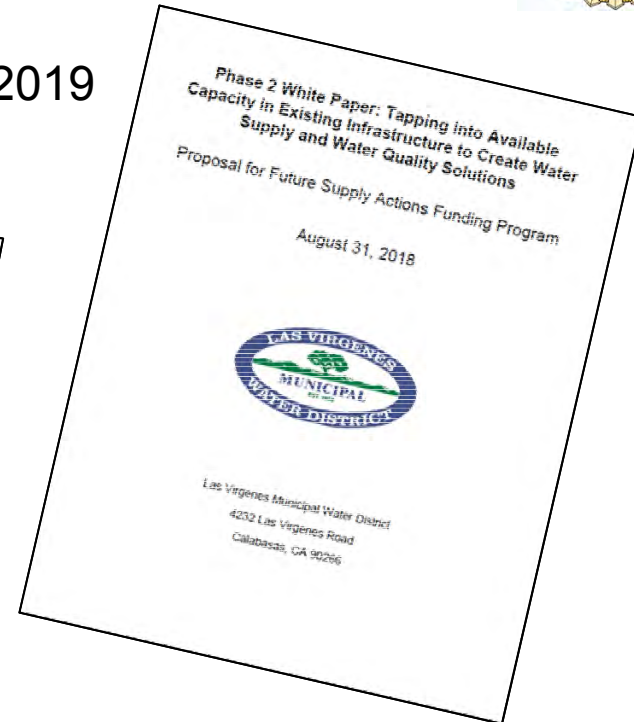
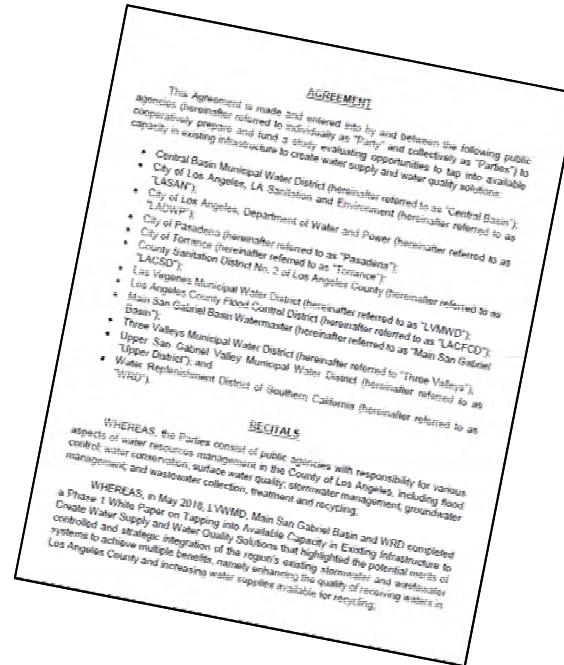
ch2m.
CH2M HILL Engineers, Inc.
1000 Wilshire
Suite 2100
Los Angeles, CA 90017

Phase 2 Funding and Stakeholders

Metropolitan Water District Future Supply Actions Funding Program



- FSA application due August 31, 2018
- Awarded \$339,500 by MWD Board January 8, 2019



Funding Agencies



Central Basin
Municipal Water District



Phase 2 Strategy and Approach

Key Terminology

- **Dry Weather Diversion (DWD):** a diversion of non-stormwater flows from the storm drain system to the sanitary sewer system. Also referred to as low flow diversion (LFD)
- **Wet Weather Diversion (WWD):** a diversion of both non-stormwater and stormwater flows from the storm drain system into the sanitary sewer system. Note: diverted volume is location specific
- **Capture Volume:** volume that can be captured by the diversion structure in a fixed time. Volumes will be project-specific, and may divert less or more than the 85th percentile, 24-hour storm event.
- **First Flush:** the initial volume of runoff from a rain event that is generated after a dry period

Phase 2 Goals and Objectives

- Build upon the work initiated within Phase 1 and engage a broader group of stakeholders.
- Explore the opportunity for controlled and strategic integration of the region's existing stormwater and wastewater systems to achieve water quality and supply benefits.
- Collect, review, and summarize existing data and data gaps relating to dry weather, wet weather, and existing diversions.
- Understand efficacy of existing DWDs and WWDs.
- Conduct case studies of four existing DWDs to determine feasibility of converting to WWDs.
- Understand regulatory considerations.
- Develop framework to guide implementation of DWDs and WWDs.

Organizational Chart

Steering Committee
 Chair: LACFCD
 Vice-chairs: LACSD & LASAN

Technical Review Committee
 Chair: LACSD
 Vice-chair: LASAN

Principal-in-Charge
 Rich Nagel, P.E.

Strategic Advisor
 JFS Engineering
 Jim Stahl, P.E.

Contract Manager
 Dave Pedersen, P.E.
 Coleman Olinger, P.E.

Project Manager
 Amanda Heise, P.E.

Quality Manager
 Judi Miller, P.E.

Watershed Hydrology and Water Quality
 Jagjit Kaur, Ph.D.

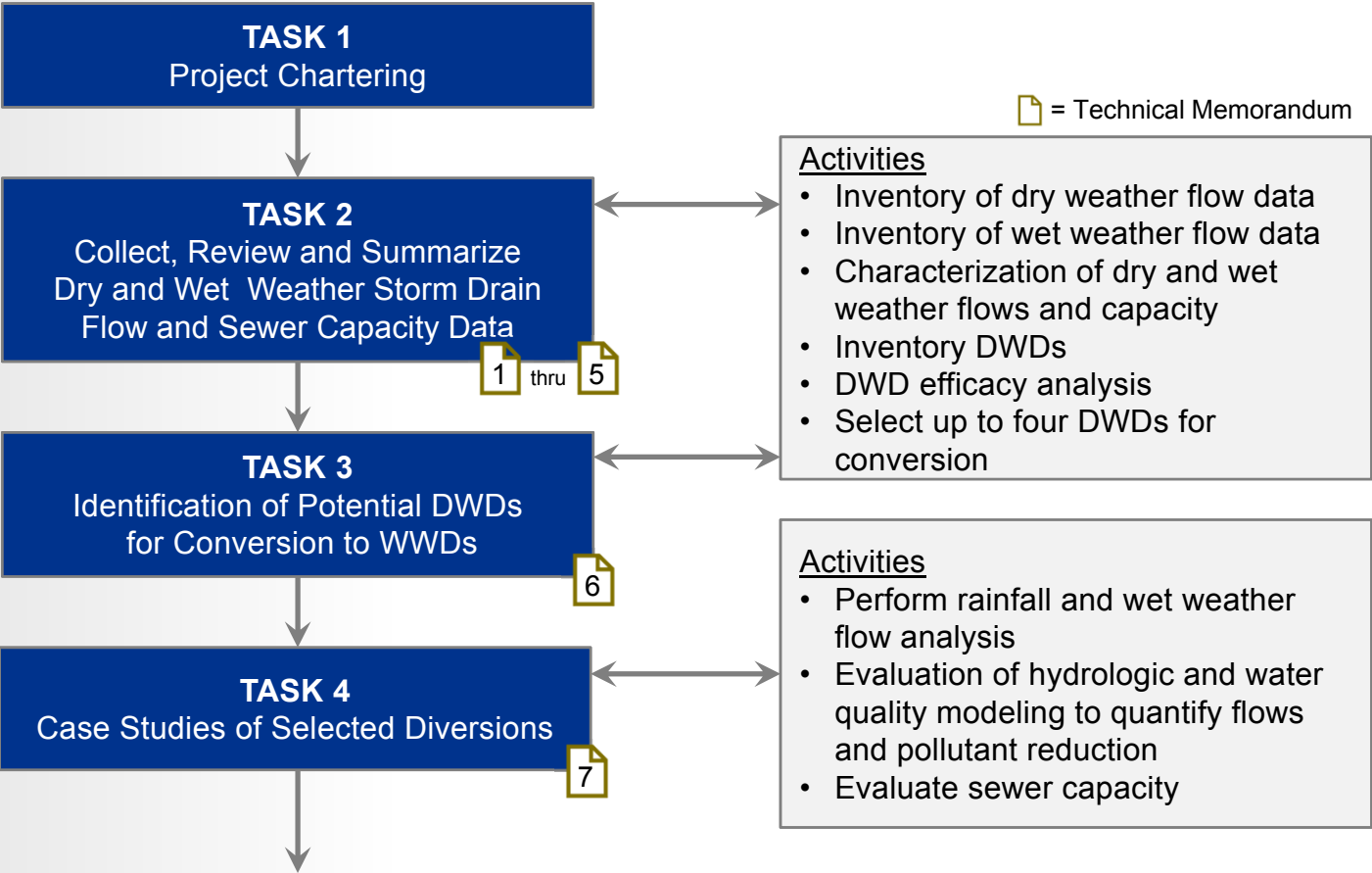
Sewer Collection Systems
 Jeff Friesen, P.E.

Dry and Wet Weather Analysis
 Rajat Chakraborti, Ph.D.

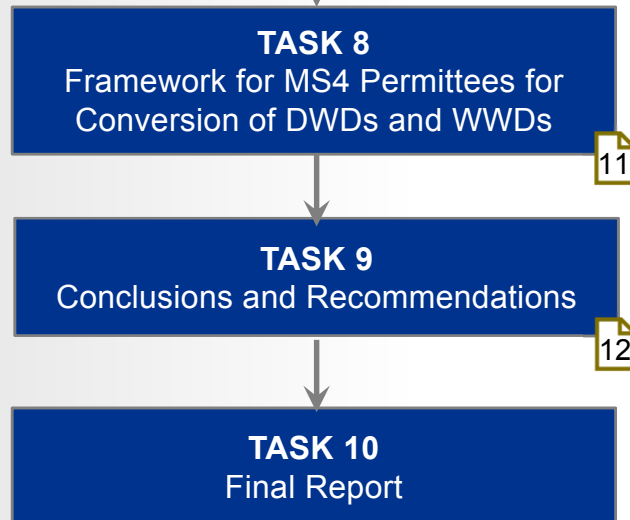
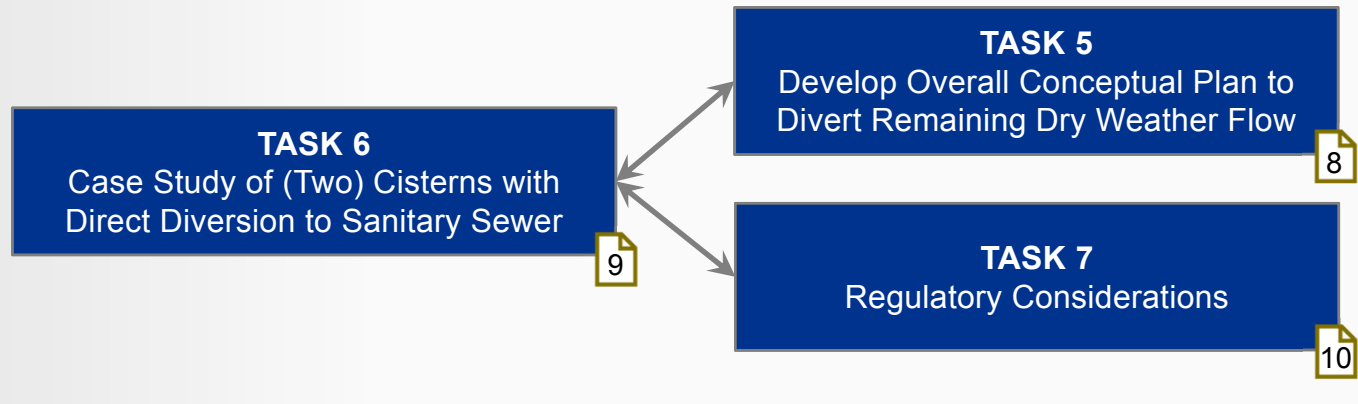
Stormwater Management
 Robert Henderson, P.E.

Regulatory Considerations
 Cordoba Corporation
 Sam Unger, P.E.
 Maria Mehranian

Stakeholder Participation



Stakeholder Participation



Note:

- Detailed scope provided as handout
- Team is available post-workshop for further discussion

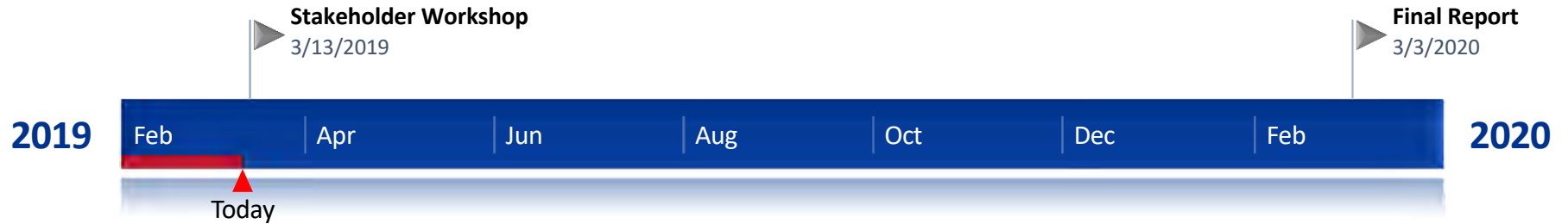
Deliverables

Task	Task Description	Deliverable (Draft and Final)
1	Project Chartering	
2	Collect, Review and Summarize Data	TM No. 1 – Inventory of Dry Weather Data TM No. 2 – Inventory of Wet Weather Data TM No. 3 – Characterization of Dry and Wet Weather Flows TM No. 4 – Inventory of DWDs TM No. 5 – DWD Efficacy Analysis
3	Identification of Potential DWDs for Conversion to WWDs	TM No. 6 – Identification of DWDs for Potential Conversion to WWDs
4	Case Studies of Selected Diversions	TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs
5	Develop Overall Conceptual Plan to Divert Remaining Dry Weather Flow	TM No. 8 – Conceptual Plan to Divert Remaining Dry Weather Flows in the Study Area
6	Case Study of Cisterns with Direct Diversion to Sanitary Sewer	TM No. 9 – Case Studies of Cisterns with Direct Diversion to Sanitary Sewer
7	Regulatory Considerations	TM No. 10 – Regulatory Considerations
8	Framework for MS4 Permittees for Conversion of DWDs and WWDs	TM No. 11 – Path Forward Framework of Conversion of DWDs to WWDs for MS4 Permittees
9	Conclusions and Recommendations	TM No. 12 – Conclusions and Recommendations
10	Final Report	Final Report
11	Project Management and Meetings	

Deliverable Comment and Review

- Draft and final documents will be distributed by Jacobs
- Comments will be collected and consolidated by Jacobs and key comments reviewed with Technical Review Committee
- TM No. 1-12
 - Packaged delivery of TMs for review
 - 3-week review and comment period for TM package
- Draft Report
 - 3-week review and comment period

Schedule



- Task 1 - Project Chartering 2/1/2019 - 3/14/2019
- Task 2 - Collect, Review and Summarize Data 3/13/2019 - 7/9/2019
- Task 3 - Identification of Potential DWDs for Conversion to WWDs 6/12/2019 - 8/20/2019
- Task 4 - Case Studies of Selected Diversions 7/24/2019 - 10/15/2019
- Task 5 - Develop Overall Conceptual Plan to Divert Remaining Dry Weather Flow 9/25/2019 - 11/26/2019
- Task 6 - Case Study of Cisterns with Direct Diversion to Sanitary Sewer 9/25/2019 - 11/12/2019
- Task 7 - Regulatory Considerations 6/12/2019 - 8/20/2019
- Task 8 - Framework for MS4 Permittees for Conversion of DWDs and WWDs 11/13/2019 - 1/21/2020
- Task 9 - Conclusions and Recommendations 12/18/2019 - 1/28/2020
- Task 10 - Final Report 1/29/2020 - 3/3/2020
- Task 11 - Project Management and Meetings 2/1/2019 - 3/3/2020

Data Request and Timeline

- See Handout
- Point of Contact for Data Collection
 - Sharing instructions will be distributed to contacts identified
- Response Schedule
 - Response to data request due to Jacobs team April 2
 - Excel file to be provided
 - Contact & Question: Amanda Heise

Stakeholder Involvement

Stakeholder Involvement

- Participants of Steering Committee & Technical Review Committee
 - **Steering Committee:** to oversee the progress of work, provide strategic direction on the study and ensure that the work products best reflect the interests of each party.
 - Please add names of participants from your organizations to sign-up sheet
 - **Technical Review Committee:** to provide technical input on the study, review the deliverables, and vet comments provided by the parties to LVMWD and the consultant.
 - Please add names of participants from your organizations to sign-up sheet
 - **Data Points of Contact:** Technical leads at each agency to coordinate data request and transfer
 - Please add names of participants from your organizations to sign-up sheet

Stakeholder Involvement

- Involvement
 - Provide data
 - Participate in the committees to help guide the process and provide inputs
 - Review project deliverables and provide comments

Communication Protocol

Communication Protocol

- Point of Contact: Amanda Heise
 - CC Dave Pedersen, Coleman Olinger, and Rich Nagel
 - Contact information will be provided with meeting summary
- Identify Stakeholder's Points of Contact
 - Data collection
 - Steering and Technical Review Committees
- Other Interested Parties
 - Interface with Dave Pedersen

Communication Protocol

Point of Contact:

Amanda Heise (Project Manager)

Jacobs

213.228.8264

916.216.3368 mobile

Amanda.Heise@jacobs.com

Discussion

Discussion

- Criteria for success
- Foreseeable hurdles
- Questions/concerns/considerations?

Wrap-up and Next Steps

Next Steps

- Identify Stakeholder's Points of Contact for the data request
- Data Request
 - Information due to Jacobs April 2
 - Excel file to be sent to stakeholders
 - Questions on data request: to Amanda Heise

Thank You!

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