



SCV Water Agency Regular Board Meeting

Tuesday, April 2, 2024

Regular Board Meeting Begins at 6:00 PM

Members of the public may attend by the following options:

IN PERSON

TEMPORARY LOCATION CHANGE

Santa Clarita Valley Water Agency
Pine Street Location – Training Room
23780 Pine Street
Newhall, CA 91321

BY PHONE

Toll Free: 1-(833)-568-8864
Webinar ID: 160 049 7447

VIRTUALLY

Please join the meeting from your computer,
tablet or smartphone:

<https://scvwa.zoomgov.com/j/1600497447>

Have a Public Comment?

Members of the public unable to attend this meeting may submit comments either in writing to ajacobs@scvwa.org or by mail to April Jacobs, Board Secretary, Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. All written comments received before 4:00 PM the day of the meeting will be distributed to the Board members and posted on the Santa Clarita Valley Water Agency website prior to the start of the meeting. Anything received after 4:00 PM the day of the meeting will be made available at the meeting, if practicable, and posted on the SCV Water website the following day. All correspondence with comments, including letters or emails, will be posted in their entirety. (Public comments take place during Item 3 of the Agenda and before each Item is considered. Please see the Agenda for details.)

This meeting will be recorded and the audio recording for all Board meetings will be posted to yourSCVwater.com within 3 business days from the date of the Board meeting.

Disclaimer: Attendees should be aware that while the Agency is following all applicable requirements and guidelines regarding COVID-19, the Agency cannot ensure the health of anyone attending a Board meeting. Attendees should therefore use their own judgment with respect to protecting themselves from exposure to COVID-19.

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**SANTA CLARITA VALLEY WATER AGENCY
REGULAR BOARD MEETING AGENDA**

TEMPORARY LOCATION CHANGE

**SANTA CLARITA VALLEY WATER AGENCY
PINE STREET LOCATION
TRAINING ROOM
23780 PINE STREET
NEWHALL, CA 91321**

TUESDAY, APRIL 2, 2024 AT 6:00 PM

IMPORTANT NOTICES

This meeting will be conducted in person at the address listed above. As a convenience to the public, members of the public may also participate virtually by using the **Agency's Call-In Number 1-(833)-568-8864, Webinar ID: 160 049 7447 or Zoom Webinar by clicking on the link <https://scvwa.zoomgov.com/j/1600497447>**. Any member of the public may listen to the meeting or make comments to the Board using the call-in number or Zoom Webinar link above.

However, in the event there is a disruption of service which prevents the Agency from broadcasting the meeting to members of the public using either the call-in option or internet-based service, this meeting will not be postponed or rescheduled but will continue without remote participation. The remote participation option is being provided as a convenience to the public and is not required. Members of the public are welcome to attend the meeting in person.

Attendees should be aware that while the Agency is following all applicable requirements and guidelines regarding COVID-19, the Agency cannot ensure the health of anyone attending a Board meeting. Attendees should therefore use their own judgment with respect to protecting themselves from exposure to COVID-19.

Members of the public unable to attend this meeting may submit comments either in writing to ajacobs@scvwa.org or by mail to April Jacobs, Board Secretary, Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. All written comments received before 4:00 PM the day of the meeting will be distributed to the Board members and posted on the Santa Clarita Valley Water Agency website prior to the start of the meeting. Anything received after 4:00 PM the day of the meeting will be made available at the meeting, if practicable, and will be posted on the SCV Water website the following day. All correspondence with comments, including letters or emails, will be posted in their entirety.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENTS** – Members of the public may comment as to items within the subject matter jurisdiction of the Agency that are not on the Agenda at this time. Members of the public wishing to comment on items covered in this Agenda may do so at the time each item is considered. (Comments may, at the discretion of the Board’s presiding officer, be limited to three minutes for each speaker.) To participate in public comment from your computer, tablet, or smartphone, click the “raise hand” feature in Zoom. You will be notified when it is your turn to speak, please unmute when requested. To participate in public comment via phone, dial *9 to raise your hand. When it is your turn to speak, dial *6 to unmute.

4. **APPROVAL OF THE AGENDA**

5. **CONSENT CALENDAR** **PAGE**

5.1 *	Approve Minutes of the March 11, 2024 Santa Clarita Valley Water Agency Special Board of Directors Meeting	7
5.2 *	Approve Minutes of the March 19, 2024 Santa Clarita Valley Water Agency Regular Board of Directors Meeting	9
5.3 *	Approve the General Manager to Authorize a Change Order for the Chiller Replacement Project	13
5.4 *	Approve a Revised Capitalization Policy for Fixed Assets	17
5.5 *	Approve Receiving and Filing of January 2024 Monthly Financial Report – January 2024 Check Register	27

6. **ACTION ITEM FOR APPROVAL** **PAGE**

6.1 *	Approve Authorizing the General Manager to Execute a Contract with A&N Technical Services for the Development of the SCV Water Agency’s Water Use Efficiency Strategic Plan	55
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7. **GENERAL MANAGER’S REPORT ON ACTIVITIES, PROJECTS AND PROGRAMS**

8. **COMMITTEE MEETING RECAP REPORTS FOR INFORMATIONAL PURPOSES ONLY** **PAGE**

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9. **WRITTEN REPORTS FOR INFORMATIONAL PURPOSES ONLY** **PAGE**

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9. WRITTEN REPORTS FOR INFORMATIONAL PURPOSES ONLY (CONT.) PAGE

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10. PRESIDENT’S REPORT

11. AB 1234 WRITTEN AND VERBAL REPORTS PAGE

11.1	AB 1234 Reports	
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12. DIRECTOR REPORTS

13. DIRECTOR REQUESTS FOR APPROVAL FOR EVENT ATTENDANCE

14. ADJOURNMENT

* Indicates Attachment

◆ Indicates Handout

Note: The Board reserves the right to discuss or take action or both on all of the above Agenda items.

NOTICES

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning April Jacobs, Secretary to the Board of Directors, at (661) 297-1600, or in writing to Santa Clarita Valley Water Agency at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, during regular business hours. When practical, these public records will also be made available on the Agency’s Internet Website, accessible at <http://www.yourscvwater.com>.

Posted on March 27, 2024.

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Minutes of the Special Meeting of the Board of Directors of the Santa Clarita Valley Water Agency – March 11, 2024

A special meeting of the Board of Directors of the Santa Clarita Valley Water Agency was held at Santa Clarita Valley Water Agency, 23780 Pine Street, Newhall, CA 91321 at 6:00 PM on Monday, March 11, 2024. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes. The meeting recording can be accessed by clicking on the following link: [Board Meeting Recording](#).

DIRECTORS PRESENT: Kathye Armitage, Beth Braunstein, Ed Colley, William Cooper, Maria Gutzeit, Dirk Marks, Gary Martin, Piotr Orzechowski and Ken Petersen.

DIRECTORS ABSENT: None.

Also present: Assistant General Manager Steve Cole, Board Secretary April Jacobs, Chief Engineer Courtney Mael, Chief Financial and Administrative Officer Rochelle Patterson, General Manager Matthew Stone, Information Technology Technician II Jonathan Thomas, as well as additional SCV Water Agency staff (Virtually), and members of the public (In Person and Virtually).

President Martin called the meeting to order at 6:07 PM. A quorum was present.

There were no changes to the March 11, 2024 Board Agenda and it was accepted as shown (Item 4).

The Board discussed and considered adding an additional Informational meeting to its Board meeting schedule, as well as changing the current Committee structure. The Board agreed to give staff and the Board President the freedom to collaborate to figure out how to set up a regular program for the extra Board meeting, which would include items such as workshops and educational and informational presentations held in addition to the Agency’s regular standing Board meetings (Item 5).

The meeting was adjourned at 8:20 PM (Item 6).

April Jacobs, Board Secretary

ATTEST:

President of the Board

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Minutes of the Regular Meeting of the Board of Directors of the Santa Clarita Valley Water Agency – March 19, 2024

A regular meeting of the Board of Directors of the Santa Clarita Valley Water Agency was held at Santa Clarita Valley Water Agency, 23780 Pine Street, Newhall, CA 91321 at 6:00 PM on Tuesday, March 19, 2024. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes. The meeting recording can be accessed by clicking on the following link: [Board Meeting Recording](#).

DIRECTORS PRESENT: Kathye Armitage, Beth Braunstein, Ed Colley, William Cooper, Maria Gutzeit, Dirk Marks, Gary Martin, Piotr Orzechowski and Ken Petersen.

DIRECTORS ABSENT: None.

Also present: Assistant General Manager Steve Cole, Board Secretary April Jacobs, Chief Engineer Courtney Mael, Chief Financial and Administrative Officer Rochelle Patterson, Chief Operating Officer Keith Abercrombie, Communications Manager Kevin Strauss, Director of Operations and Maintenance Mike Alvord, Director of Water Resources Ali Elhassan, General Counsel Tom Bunn, Information Technology Supervisor Jeff Herbert, Information Technology Technician II Jonathan Thomas, as well as additional SCV Water Agency staff (Virtually), and members of the public (In Person and Virtually).

President Martin called the meeting to order at 6:01 PM. A quorum was present.

There were no changes to the March 19, 2024 Board Agenda and it was accepted as shown (Item 4).

Upon motion of Director Cooper, seconded by Vice President Orzechowski and carried, the Board approved the Consent Calendar including Resolution No. SCV-415 by the following roll call votes (Item 5):

Director Armitage	Yes	Director Braunstein	Yes
Director Colley	Yes	Director Cooper	Yes
Vice President Gutzeit	Yes	Director Marks	Yes
President Martin	Yes	Vice President Orzechowski	Yes
Director Petersen	Yes		

RESOLUTION NO. SCV-415

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY WATER AGENCY AUTHORIZING AN APPLICATION FOR GRANT FUNDING BY THE BUREAU OF RECLAMATION’S FY 2024 WATERSMART WATER ENERGY EFFICIENCY GRANT PROGRAM FOR THE AUTOMATED METER INFRASTRUCTURE IMPROVEMENT PROJECT – PHASE 2

FULL RESOLUTION MAY BE VIEWED BY VISITING THE SCV WATER WEBSITE

Upon motion of Director Cooper, seconded by Director Armitage and carried, the Board approved a 4% cost-of-living adjustment for FY 2024/25 for all employees except the General Manager by the following roll call votes (Item 6.1):

Director Armitage	Yes	Director Braunstein	Yes
Director Colley	Yes	Director Cooper	Yes
Vice President Gutzeit	Yes	Director Marks	Yes
President Martin	Yes	Vice President Orzechowski	Yes
Director Petersen	Yes		

Upon motion of Vice President Orzechowski, seconded by Director Marks and carried, the Board approved receiving and filing the December 2023 Monthly and Mid-Year Budget Review (FY 2023/24 Q2 Oct – Dec 2023) by the following roll call votes (Item 6.2):

Director Armitage	Yes	Director Braunstein	Yes
Director Colley	Yes	Director Cooper	Yes
Vice President Gutzeit	Yes	Director Marks	Yes
President Martin	Yes	Vice President Orzechowski	Yes
Director Petersen	Yes		

General Manager’s Report on Activities, Projects and Programs (Item 7).

The General Manager reported on the following:

He informed the Board that the SCV Water Laboratory received commendation from the State of California’s Environmental Laboratory Accreditation Program for its implementation of the TNI Standard quality management system in February 2023 of last year, which was ahead of the required compliance date of January 1, 2024.

To hear the full comments, please refer to the Board recording by clicking the meeting recording link on the first page of these minutes or visiting the SCV Water Website.

Committee Meeting Recap Reports for Informational Purposes Only (Item 8).

There were no comments on the recap reports.

President’s Report (Item 9).

President Martin updated the Board on informational items and upcoming meetings and events.

AB 1234 Written and Verbal Reports (Item 10).

There was one report submitted by President Martin and three written reports submitted by Director Marks which were emailed, posted to the website and are part of the record.

Director Cooper reported that he virtually attended the ACWA Region 8 meeting on March 14, 2024.

Director Marks reported that he virtually attended a One-on-One meeting with the General Manager on March 18, 2024.

There were no other AB 1234 Reports.

Director Reports (Item 11).

There were no Director reports.

Director Requests for Future Agenda Items (Item 12).

Director Colley requested that the Finance and Administration Committee discuss the best data to use for establishing cost-of-living adjustments. He would like to see this happen sometime during this summer prior to the budget season next year.

There were no other requests for future Agenda items.

The meeting was adjourned at 6:32 PM (Item 13).

April Jacobs, Board Secretary

ATTEST:

President of the Board

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BOARD MEMORANDUM

DATE: March 19, 2024

TO: Board of Directors

FROM: Rochelle Patterson *RP*
Chief Financial and Administrative Officer

SUBJECT: Approve the General Manager to Authorize a Change Order for the Chiller Replacement Project

SUMMARY

In March 2023, the Agency awarded a contract with EMCOR Services Mesa Energy (EMCOR) for the chiller replacement project, which included purchasing a modern chiller unit along with installation services plus the installation of a leak detection system in the amount of \$541,100. This item is to approve a change order in the amount of \$63,295 due to changes in the leak detection system.

DISCUSSION

EMCOR has presented a change order due to unforeseen building structural factors in the Rio Vista basement that will require modifications to the alarm/evacuation and refrigeration leak system. EMCOR conducted an x-ray of the concrete walls in the chiller room and the three adjacent rooms to ensure the ducting for the evacuation system would be routed properly. During the x-ray of the walls, EMCOR encountered major structural and plumbing components that forced the rerouting and sizing of the evacuation system (i.e., size of supply fan and variable frequency drive, ducting and hardware, inspection, etc.) EMCOR has provided a breakdown of the change order (Attachment 1).

Legal counsel for the Agency has reviewed the contract with EMCOR and scope of work and confirmed that EMCOR is entitled to a change order to the proposed modifications to the evacuation system.

On March 18, 2024, the Finance and Administration Committee considered staff's recommendation to authorize the General Manager to execute a change order with EMCOR in the amount of \$63,295, increasing the contract to \$604,395 for the Chiller Replacement Project.

STRATEGIC PLAN NEXUS

This project helps support SCV Water's Strategic Plan Objective B.3.1: "Maintain all facilities and appurtenances in a consistent fashion to achieve operational efficiency and functionality," as well as Goal E – Financial Resiliency: "Maintain a long-range, transparent, stable, and well-planned financial condition, resulting in current and future water users receiving fair and equitable rates and charges."

FINANCIAL CONSIDERATIONS

Funding for the Chiller Replacement Project is included in the Agency's FY 2023/24 Capital Improvement (CIP) Budget. There are funds available in the FY 2023/24 Budget for this change order in the amount of \$63,295.

RECOMMENDATION

The Finance and Administration Committee recommends that the Board of Directors authorize the General Manager to execute a change order with EMCOR in the amount of \$63,295, increasing the contract to \$604,395 for the Chiller Replacement Project.

RP

Attachment

M65

ATTACHMENT 1



CHANGE ORDER REQUEST

Date	2/28/2024	Change Order No.	1
To	Roland Valiente	Change Order Amount	\$ 63,295
Company	Santa Clarita Water Agency	Project Name	SCWD Chiller Project
Address	27234 Bouquete Canyon Rd	Project Number	1140049C
City, St. Zip	Santa Clarita CA 91350	Description	Chiller Replacement & Refer Alarm
Phone No.	661-297-1600	Fax No.	
		System	

Item	Quan.	ITEM DESCRIPTION:	Cost	Subtotal	OH %	OH Cost	Profit %	Profit Cost	Extended
A	1	Equipment - Supply fan and VFD	\$ 5,332.00	\$ 5,332.00	10%	\$ 533.20	5%	\$ 266.60	6,132
B	1	Materials-Ductwork,Hardware and Exterior Finish	\$ 9,668.00	\$ 9,668.00	10%	\$ 966.80	5%	\$ 483.40	11,118
C	1	Labor-Costs	\$ 18,080.00	\$ 18,080.00	10%	\$ 1,808.00	5%	\$ 904.00	20,792
D	1	Subcontractors-Concrete Coring and Electrical	\$ 13,895.00	\$ 13,895.00	10%	\$ 1,389.50	5%	\$ 694.75	15,979
E	1	Controls Harware and Intergration of SF1	\$ 4,800.00	\$ 4,800.00	10%	\$ 480.00	5%	\$ 240.00	5,520
F	1	Deputy Inspector requirement per Plan Check comments	\$ 1,544.00	\$ 1,544.00	5%	\$ 77.20	10%	\$ 154.40	1,776
G	1	Backdraft Damper as required by Plan Check comments	\$ 1,720.00	\$ 1,720.00	5%	\$ 86.00	10%	\$ 172.00	1,978
H			\$ -	\$ -	5%	\$ -	10%	\$ -	

Notes: Change Order 1 reflecting the costs associated with installation of Supply Fan 1 (SF1) as required per code.

The performance of all additional work described in this change order is subject to the terms and conditions of that certain Maintenance/Small Construction Agreement No. 100116

Submitted By:
 Signature: _____
 Printed Name: James Chastain
 Date: 2/29/2024 7:45

Accepted By:
 Signature: _____
 Printed Name: _____
 Date: _____

Change Order Breakdown:	Change Order Amount	63,295
	Previous Adds:	
	Total CO Amount:	63,295
	Original Contract:	541,100
	Revised Contract:	604,395

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BOARD MEMORANDUM

DATE: March 19, 2024
TO: Board of Directors
FROM: Rochelle Patterson *RP*
Chief Financial and Administrative Officer
SUBJECT: Approve a Revised Capitalization Policy for Fixed Assets

SUMMARY

It is best practice for SCV Water to update its financial policies from time to time as accounting requirements change and recommendations are considered. Staff recommends revising its Capitalization Policy for Fixed Assets to include section 2.5, recognizing Capital Asset Impairments.

DISCUSSION

During the audit process each year, the auditors may review the Agency's financial policies to ensure that the policies comply with relevant accounting standards, regulations, and laws. The auditors suggested adding a section to the Agency's Capitalization Policy for Fixed Assets to determine if there are indicators of impairment in any capital asset. These indicators may include physical damage or assets that may now be obsolete. The addition to the policy will provide guidance on identifying if a capital asset is impaired (Attachment 1 to the policy).

Capital asset impairment occurs when the value of a long-term asset on a company's balance sheet decreases significantly, usually due to factors such as damage, obsolescence, or changes in market conditions. When this happens, a company needs to adjust its financial records to show the lower value of the asset. It's like acknowledging that the asset isn't worth as much as it used to be.

One example is equipment obsolescence. If the Agency were to have purchased a piece of laboratory equipment a few years ago, and it becomes outdated due to new technological advancements rendering it less efficient or completely obsolete, that would result in impairment of the equipment value.

This policy revision promotes good accounting and financial reporting by accurately accounting for and reporting capital assets in financial reports issued to external reporting agencies, granting agencies and the public.

On March 21, 2024, the Finance and Administration Committee considered staff's recommendation to approve the attached revised Capitalization Policy for Fixed Assets.

STRATEGIC PLAN NEXUS

The review and revision of this policy helps support SCV Water's Strategic Plan Strategy E.2: "Increase focus on forward looking financial information," as well as Objective F.3.15: "Maintain and update Financial and Administrative Policies."

FINANCIAL CONSIDERATIONS

None.

RECOMMENDATION

The Finance and Administration Committee recommends that the Board of Directors approve the attached revised Capitalization Policy for Fixed Assets.

RP

Attachments

M65



POLICIES, RULES, AND REGULATIONS	
Title: CAPITALIZATION POLICY FOR FIXED ASSETS	
Approval Date: July 2022 <u>April 2024</u>	Effective Date: July 2022 <u>April 2024</u>
Approved By: Board of Directors	DMS # 29470

CAPITALIZATION POLICY FOR FIXED ASSETS

1.0 INTRODUCTION

The Santa Clarita Valley Water Agency (SCV Water) Capitalization Policy is intended to promote good accounting and financial reporting. The policy allows SCV Water to accurately account for and report capital assets in financial reports issued to external reporting agencies, granting agencies and the public. The policy provides specific guidance to determine which capital assets are subject to separate accounting and reporting (i.e., Capitalization).

2.0 STATEMENT OF PURPOSE (excludes Leases and Subscription-Based Information Technology Arrangements)

In general, all capital assets, including land, improvements, buildings, machinery, and equipment, with an original cost of \$5,000 or more, and with economic lives greater than one year, are considered fixed assets and will be capitalized for accounting purposes. All costs associated with the purchase or construction should be considered, including ancillary costs such as freight and transportation charges, site preparation expenditures, professional fees, and legal claims directly attributable to asset acquisition.

2.1 Specific Capitalization Requirements

For purposes of capitalization, the threshold will generally not be applied to components of capital assets. For example, a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single capital asset.

Repairs to existing capital assets will generally not be subject to capitalization unless it extends the useful life of the asset. In this case, it represents an improvement and is subject to the requirements described below.

A group purchase of items which are individually below the \$5,000 capitalization threshold may still qualify for capitalization. If the items are similar in nature, they qualify as a fixed asset, and in total they exceed the \$5,000 capitalization threshold, then they should be capitalized. An example is a purchase of 100 meters which cost \$500 each – the meters would be capitalized because they qualify as a fixed asset (useful life of greater than 2 years), they are similar in nature, and in total the value exceeds \$5,000.



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Assets will be capitalized as a unit. Assets will not be recorded for individual items unless the project costs are defined. An example is construction of a booster station that includes pumps, motors, electrical, structures, etc. If the separate costs are not defined, the total project cost will be capitalized as one unit.

Staff training, on new Capital Assets, should not be capitalized.

2.2 Improvements to Capital Assets

Improvements to existing capital assets will be presumed (by definition) to extend the useful life or increase the capacity or performance of the related capital asset and, therefore, will be subject to capitalization if the cost of the improvement meets the \$5,000 threshold. An improvement to a capital asset that had an original cost of less than \$5,000, but now exceeds the threshold because of the improvement completed within the same fiscal year as the original purchase, should be combined as a single asset at the total cost (original cost plus the cost of the improvement) and capitalized.

2.3 Capital Projects

Capital projects under construction will be capitalized as Construction-In-Progress until they are at least 90% complete, or the project is operational and placed in use, or the construction has been certified as substantially complete. Costs to be capitalized include direct costs, such as labor and materials, as well as ancillary costs. SCV Water adopted GASB 89, therefore construction period interest costs are no longer capitalized; they are to be expensed in the period incurred.

2.4 Depreciation

Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets. Depreciation will be calculated when the project is operational and placed in use, or the construction has been certified as substantially complete beginning with fiscal year 2021. Depreciation will be posted monthly.

2.5 Capital Asset Impairment

The Agency shall recognize and record impairments of tangible and intangible assets in compliance with applicable accounting standards. GASB Statement No. 42 defines asset impairment as “a significant, unexpected decline in the service utility of a capital asset.” The significant and unexpected decline is based on events or changes in circumstances that were not anticipated when the capital asset was placed in service. Service utility, as defined by GASB Statement No. 42, refers to the usable capacity that at acquisition was expected to be used to



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provide service, as distinguished from the level of utilization, which is the portion of the usable capacity currently being used.

Departments should contact Accounting if it suspects that a capital asset is impaired. The determination of whether a capital asset is impaired is a two-step process of identifying potential impairments and testing for the impairment. Impairment losses recognized in accordance with this policy should not be reversed in a future year, even if events or circumstances that caused the impairment have changed.

2.5.1 Identifying potential impairments

When events or changes in circumstances suggest that the service utility of the capital asset may have significantly and unexpectedly declined, impairment is indicated. Common indicators of impairment, as stated by GASB Statement No. 42:

- a. Evidence of physical damage, such as for a building damaged by fire or flood, when the level of damage is such that restoration efforts are needed to restore service utility.
- b. Enactment or approval of laws or regulations or other changes in environmental factors, such as new water quality standards that a water treatment plant does not meet (and cannot be modified to meet).
- c. Technological development or evidence of obsolescence, such as that related to a major piece of diagnostic or research equipment (for example, a magnetic resonance imaging machine or a scanning electron microscope) that is rarely used because newer equipment provides better service.
- d. A change in the manner or expected duration of use of a capital asset, such as closure of a school prior to the end of its useful life. If a government intends to sell an asset, but it is still being used until it is sold, it is not an indicator of potential impairment. However, if the asset will not continue to be used, it may qualify as a potential impairment indicator.
- e. Construction stoppage, such as stoppage of construction of a building due to lack of funding.

The list above is not all-inclusive. Professional judgment must be used to identify other events and changes that could indicate impairment.

2.5.2 Testing for the Impairment

If a potential impairment is indicated by one of the five factors above, or by some other means, then the asset should be tested for impairment. GASB



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Statement No. 42 provides for the testing of capital asset impairment by determining whether both of the following factors are present:

- a. The magnitude of the decline in service utility is significant. A significant decline is indicated if the continued operating expenses related to the use of the impaired asset or the cost to restore the asset is significant in relationship to the service utility of the asset.
- b. The decline in service utility is unexpected. Restoration costs or other impairment circumstances are not part of the normal life cycle of a capital asset, and if they were contemplated because of an event or change, that development would suggest an unexpected decline in service utility. Normal maintenance costs or preservation costs do not suggest capital asset impairment.

Attachment 1 contains a flowchart used to determine whether a capital asset is impaired.

3.0 CAPITALIZATION POLICY FOR LEASES AND SUBSCRIPTION-BASED ARRANGEMENTS

This policy will increase the usefulness of the Agency’s financial statements by requiring reporting of certain lease liabilities and subscription-based arrangements that currently are not reported. A lease or subscription-based arrangement that meets the criteria below will have a \$100,000 capitalization threshold.

3.1 Leases (GASB 87)

A lease is defined as a contract that conveys control of the right-to-use another entity’s nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment.

The lease term is defined as the period during which a lessee has a noncancelable right-to-use an underlying asset, plus the following periods, if applicable

A lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources.

3.2 Subscription-Based Information Technology Arrangements (GASB 96)



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A Subscription-Based Information Technology Agreement (SBITA) is defined as a contract that conveys control of the right-to-use another party’s (a SBITA vendor’s) information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction.

The subscription term includes the period during which a government has a noncancellable right-to-use the underlying IT assets. The subscription term also includes periods covered by an option to extend (if it is reasonably certain that the government, or SBITA vendor, will exercise that option) or to terminate (if it is reasonably certain that the government, or SBITA vendor, will not exercise that option).

3.3 Amortization

Amortization is recorded on a straight-line basis, over the estimated useful lives, of the assets. Amortization will begin once the Lease or SBITA is capitalized and will be posted monthly.



POLICIES, RULES, AND REGULATIONS	
Title: CAPITALIZATION POLICY FOR FIXED ASSETS	
Approval Date: July 2022 <u>April 2024</u>	Effective Date: July 2022 <u>April 2024</u>
Approved By: Board of Directors	DMS # 29470

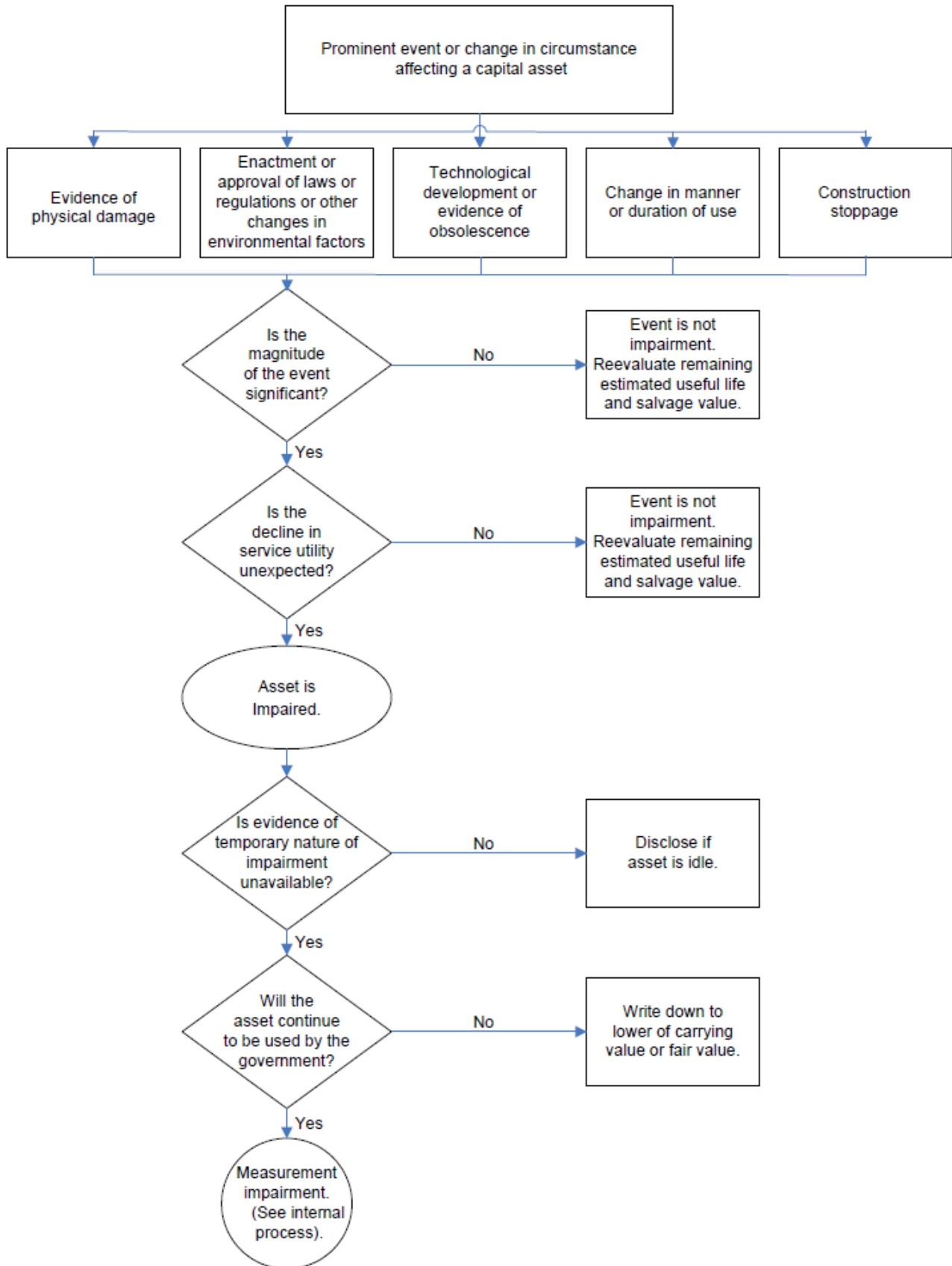
Depreciation lives (years) will be as follows:

Amortization	Varies
Castaic Turnout - Regional	50
Communications Equipment	7
Computer Equipment - Hardware & Software	5
Fencing	15
Fire Mains	50
Franchise & Consents	20
Hydrants	30
Lab Equipment	5
Lighting and Roads	25
Maintenance Facility	30
Meter Installations	20
Meters	20
Office Furniture & Equipment	10
Organizational Costs	33
Other General Plant	8
Other Intangible Plant	20
Other Pumping Equipment (Disinfection)	30
Other Transmission & Distribution Plant	35
Power Operating Equipment	10
Pumping Equipment	20
Reservoirs & Tanks	50
Services	30
Sewer Lift Stations	51
Sewer Plant	50
Stores Equipment	10
Structures & Improvement (General)	40
Structures & Improvements (Pumping Plant)	30
Structures & Improvements (Reservoirs & Tanks)	30
Structures & Improvements (Wells)	30
Tools, Shop & Garage	10
Transmission & Distribution Mains	50
Treatment Plant - Regional	50
Treatment Structures	35
Vehicles	10
Water Treatment Equipment	30
Wells	30

(Originally Adopted May 2018; revised December 2020, July 2022, April 2024)

ATTACHMENT 1

ASSET IMPAIRMENT DECISION PROCESS



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Monthly Financial Report

JANUARY 2024

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Statement of Revenues and Expenses

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SCV Water
Statement of Revenues and Expenses
For the 7th Period Ending 1.31.24 - Unaudited

	(A)			(B)			(C)			(D)			(E)			(F)			(G)			(H)			
	Actual	Budget	Variance	Percent	Actual	Budget	Variance	Percent	Actual	Budget	Variance	Percent	Actual	Budget	Variance	Percent	Actual	Budget	Variance	Percent	Actual	Budget	Variance	Percent	
(1)	\$ 6,324,527	\$ 5,804,494	\$ 520,032	9%	Water Sales				\$ 54,944,806	\$ 64,816,853	\$ (9,872,047)	(15%)	\$ 54,944,806	\$ 64,816,853	\$ (9,872,047)	(15%)									
(2)	25,845	25,936	(91)	(0%)	Water Sales - WWR				176,397	177,018	(621)	(0%)	176,397	177,018	(621)	(0%)									
(3)	14,299	40,600	(26,301)	(65%)	(a) Water Sales - Recycled				256,967	284,199	(27,232)	(10%)	256,967	284,199	(27,232)	(10%)									
(4)	49,629	30,000	19,629	65%	(b) Misc Fees and Charges				522,611	335,000	187,611	56%	522,611	335,000	187,611	56%									
(5)	\$ 6,414,300	\$ 5,901,030	\$ 513,269	9%	Total Operating Revenues				\$ 55,900,781	\$ 65,613,071	\$ (9,712,289)	(15%)	\$ 55,900,781	\$ 65,613,071	\$ (9,712,289)	(15%)									
(6)	\$ 280,526	\$ 257,837	\$ 22,689	9%	Operating Expenses				\$ 1,367,506	\$ 1,804,860	\$ (437,354)	(24%)	\$ 1,367,506	\$ 1,804,860	\$ (437,354)	(24%)									
(7)	1,609,195	1,891,251	(282,056)	(15%)	(c) Management				12,324,992	14,007,638	(1,682,646)	(12%)	12,324,992	14,007,638	(1,682,646)	(12%)									
(8)	218,992	255,685	(36,692)	(14%)	(d) Finance, Admin & IT				1,687,953	1,789,792	(101,838)	(6%)	1,687,953	1,789,792	(101,838)	(6%)									
(9)	937,236	928,131	9,105	1%	(e) Customer Care				6,386,972	6,506,920	(119,948)	(2%)	6,386,972	6,506,920	(119,948)	(2%)									
(10)	1,180,236	1,248,931	(68,695)	(6%)	(f) Trans & Distribution				8,282,639	10,566,514	(2,283,875)	(22%)	8,282,639	10,566,514	(2,283,875)	(22%)									
(11)	605,711	938,385	(332,674)	(36%)	(g) Pumping Wells & Storage				4,025,150	6,568,692	(2,543,543)	(39%)	4,025,150	6,568,692	(2,543,543)	(39%)									
(12)	(70,565)	209,068	(279,633)	(134%)	(h) Water Resources				4,323,827	5,763,476	(1,439,649)	(25%)	4,323,827	5,763,476	(1,439,649)	(25%)									
(13)	827,243	1,142,347	(315,104)	(28%)	(i) Source of Supply				8,117,226	8,170,179	(52,953)	(1%)	8,117,226	8,170,179	(52,953)	(1%)									
(14)	301,380	373,667	(72,287)	(19%)	(j) Water Quality, Treatment & Maintenance				2,455,437	2,615,669	(160,231)	(6%)	2,455,437	2,615,669	(160,231)	(6%)									
(15)	\$ 5,889,955	\$ 7,245,302	\$ (1,355,347)	(19%)	Total Operating Expenses				\$ 48,971,702	\$ 57,793,740	\$ (8,822,038)	(15%)	\$ 48,971,702	\$ 57,793,740	\$ (8,822,038)	(15%)									
(16)	\$ 524,345	\$ (1,344,272)	\$ 1,868,616	(139%)	Net Operating Revenues (Expenses)				\$ 6,929,079	\$ 7,819,331	\$ (890,252)	(11%)	\$ 6,929,079	\$ 7,819,331	\$ (890,252)	(11%)									
(17)	\$ 5,914,077	\$ 9,812,375	\$ (3,898,299)	(40%)	Non-Operating Revenues and (Expenses)				\$ 30,736,123	\$ 30,763,111	\$ (26,988)	(0%)	\$ 30,736,123	\$ 30,763,111	\$ (26,988)	(0%)									
(18)	(2,850,521)	(6,362,178)	3,511,657	(55%)	(i) Non-Operating Revenues ¹				(14,097,582)	(44,535,248)	30,437,666	(68%)	(14,097,582)	(44,535,248)	30,437,666	(68%)									
(19)	-	-	-	0%	(j) Capital Improvement Projects - Pay Go				(30,768,269)	(30,768,269)	0	0%	(30,768,269)	(30,768,269)	0	0%									
(20)	(103)	(3,333)	3,230	(97%)	(k) Debt Service				(16,032)	(23,333)	7,302	(31%)	(16,032)	(23,333)	7,302	(31%)									
(21)	\$ 3,063,452	\$ 3,446,863	\$ (383,411)	(11%)	(l) Leases and SBITA Interest Expenses				\$ (14,145,760)	\$ (44,563,739)	\$ 30,417,979	(68%)	\$ (14,145,760)	\$ (44,563,739)	\$ 30,417,979	(68%)									
(22)	\$ 3,587,797	\$ 2,102,592	\$ 1,485,205	71%	Increase (Decrease) in Net Position				\$ (7,216,681)	\$ (36,744,409)	\$ 29,527,728	(80%)	\$ (7,216,681)	\$ (36,744,409)	\$ 29,527,728	(80%)									

Monthly Changes of more than 10% and \$20,000

- (a) Recycled Water sales down due to rain in the month of January
- (b) Misc. Fees and Charges vary from month to month. YTD revenues over budget 56% (\$187,611)
- (c) Outside Services are lower than budgeted due to timing of invoices.
- (d) Outside Services are lower than budgeted due to timing of invoices.
- (e) Outside Services are lower than budgeted due to timing of invoices. BMP Implementation is 36% lower than anticipated due to lower customer participation.
- (f) Prior month invoice reclassified for Semitropic expenses (reclassified from Source of Supply to Water Resources).
- (g) Timing of Chemical expenses (preurchased in previous month).
- (h) Outside Services are lower than budgeted due to timing of invoices.
- (i) Non-Operating Revenues are higher than budgeted due to higher Facility Capacity Fees receipts and Property Tax. YTD over budget 19% (\$3.9 million).
- (j) Timing of capital projects vary from month to month.

¹ Non-Operating Revenues include: Grants & Reimbursements, 1% Property Tax, Cell Sites, FCF, Lab Revenues, Interest Income, Annexation Reimb.

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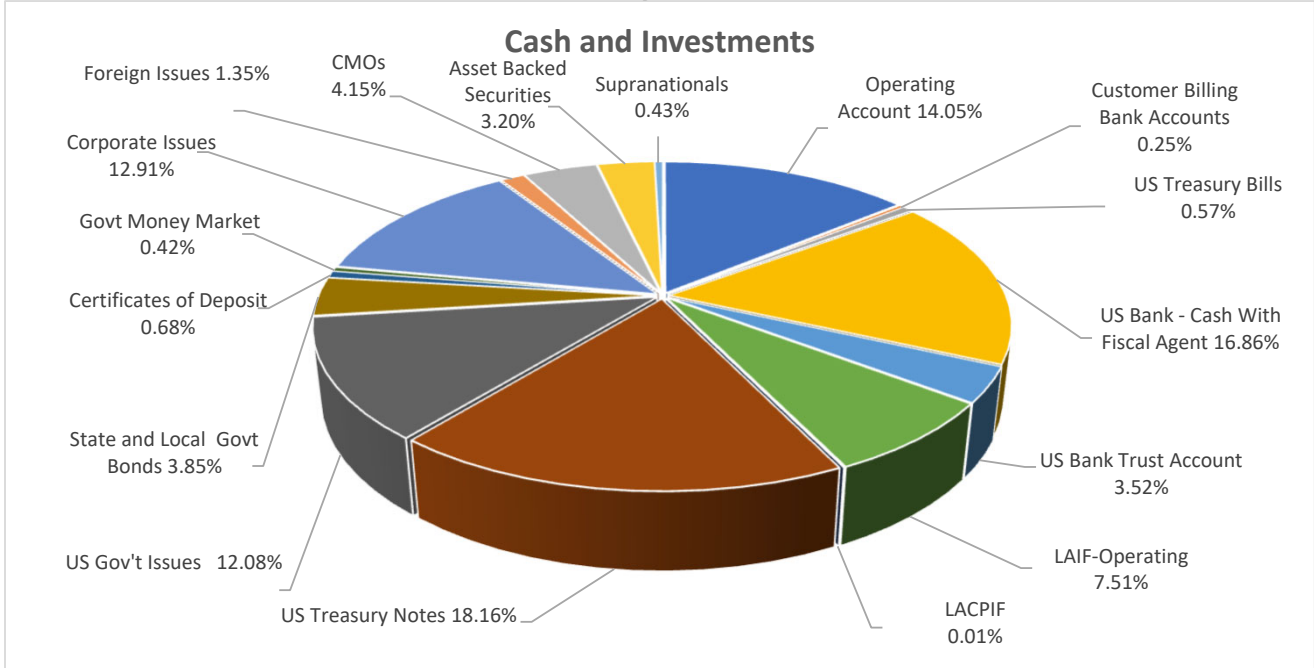
Investment Report

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Santa Clarita Valley Water Agency

Cash and Investment Summary

January 31, 2024



Operating Account-Incl FCF's, SWP & CIP	XXX-10101	\$	46,920,100	14.05%
Customer Billing Bank Accounts	101-10105		848,233	0.25%
US Treasury Bills (Cash Equivalent)	101-10104		1,909,375	0.57%
US Bank - Cash with Fiscal Agent	101-102XX		56,296,911	16.86%
US Bank Trust Account (1% Prop Tax)	101-10202		11,755,288	3.52%
LAIF - Operating	101-11061		25,082,716	7.51%
LAC Pooled Investment Fund	101-11062		27,137	0.01%
US Treasury Notes	101-11063		60,650,813	18.16%
US Gov't Issues (excl T-Bills & T-Notes)	101-11064		40,343,469	12.08%
State and Local Government Bonds	101-11065		12,847,151	3.85%
Certificates of Deposit	101-11066		2,273,230	0.68%
Government Money Mkt Fund	101-11067		1,387,022	0.42%
Corporate Issues	101-11068		43,112,443	12.91%
Foreign Issues	101-11069		4,511,205	1.35%
CMOs	101-11070		13,854,753	4.15%
Asset Backed Securities	101-11071		10,674,142	3.20%
Supranationals	101-11072		1,438,891	0.43%
		\$	333,932,878	100.00%

Estimated Refundable Developer Deposits:

\$ 7,258,055 in totals above

Portfolio-wide Investments:

Weighted Average Yield 4.230%

Rochelle Patterson, MPA
Treasurer/Chief Financial & Administrative Officer

Amy Aguer, CPA
Controller

All investment actions executed since the last report have been made in full compliance with the Investment Policy, and the Agency will meet its expenditure obligations for the next six months as required by Government Code Section 53646(b)(2) and (3), respectively.

SCV Water
Consolidated Cash & Investment Summary
1/31/2024

<u>AGENCY FUNDS</u>	<u>Note</u>	<u>Acct #</u>	<u>Balance</u>	<u>Total</u>	<u>% of Total</u>
Cash & Sweep Accounts					
WF Operating Account-Incl FCF's, SWP & CIP		101/202/204/223-10101	\$ 46,920,100		
Less: WF Restricted Cash (FCFs, SWP & CIP)	1	202/224/223-10101	(18,822,011)		
US Treasury Bills - CAM		101-10104	1,909,375		
Customer Billing - Northstar Account		101-10105	254,662		
Customer Billing - enQuesta Account		101-10107	593,571		
US Bank - Cash with Fiscal Agent		101/204/223-102XX	56,296,911		
Less: Restricted Cash US Bank 2023A Bonds	1	223-10223	(55,792,331)		
US Bank Trust Account (1% Prop Tax)		101/204-10202	11,755,288		
Less: Restricted Cash US Bank 1% Prop Tax	2	101/204-10202	(11,755,288)		
			-		
Subtotal - Cash & Sweep Accounts Unrestricted			\$	31,360,277	9.39%
Investments - Unrestricted					
Local Agency Investment Fund		101/202/204-11061	\$ 25,082,716		
LAC Pooled Investment Fund		101-11062	27,137		
US Treasury Notes - US Bank		101-11063	60,650,813		
US Govt Issues (excl T-Notes & T-Bills)		101/204-11064	40,343,469		
Taxable Municipal Issues (State & Local)		101-11065	12,847,151		
Certificates of Deposit		101-11066	2,273,230		
Government Money Mkt Fund		101/204-11067	1,387,022		
Corporate Issues		101-11068	43,112,443		
Foreign Issues		101-11069	4,511,205		
CMOs-Collateralized Mortgage Obligations		101-11070	13,854,753		
Asset Backed Securities		101-11071	10,674,142		
Supranationals		101-11072	1,438,891		
Less: Restricted Investments - FCF	3	202-11061	(9,683,959)		
Less: Restricted Investments - SWP	4	204-11061-11067	(88,625,239)		
			-		
Subtotal - Investments Unrestricted			\$	117,893,774	35.30%
Cash and Investments - Restricted					
Facility Capacity Fee Fund - Cash	5	202-10101	\$ -		
Facility Capacity Fee Fund - Investments	3	202-11061	9,683,959		
US Bank Trust Account (1% Prop Tax)	2	101/204-10202	11,755,288		
State Water Project - Cash (WF & US Bank)	6	204-10101	12,392,444		
State Water Project - Investments	4	204-11061/11063/11064	88,625,239		
			-		
Subtotal - Cash & Investments Restricted			\$	122,456,929	36.67%
TOTAL AGENCY CASH & INVESTMENTS			\$	271,710,981	

CAPITAL IMPROVEMENT PROJECT FUNDS

Cash & Sweep Accounts - Wells Fargo Pooled Cash	7 223-10101	\$ 6,429,566
US Bank Trust Account - 2023 Bond Proceeds	223-102XX	55,792,331
		-

TOTAL CAPITAL IMPROVEMENT PROJECT FUNDS

\$ 62,221,897 18.63%

TOTAL CASH AND INVESTMENTS **\$ 333,932,878** 100.00%

Notes

- 1 Restricted Cash - FCF's, SWP & CIP
- 2 Restricted Cash - US Bank 1% Property Taxes
- 3 Restricted Investments - FCF's Legacy SCWD
- 4 Restricted Investments - State Water Project
- 5 Restricted Cash - FCF's (Txfr'd to cover Debt Svc)
- 6 Restricted Cash - SWP (State Water Project)
- 7 Restricted Cash - CIP 2023A Bond Proceeds

1/31/2024

Per Chandler Asset Management and US Bank Custody Trust Statements

Agency-wide General Funds Invested:

<u>Cash & Cash-Equivalents</u>	<u>Cost</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Est'd Yield</u>
Wells Fargo Pooled Operating Cash	\$ 46,920,100	5.205%	Various	Liquid	\$ 2,442,332
Less: CIP 2023A Pooled Cash	(6,429,566)	5.205%	Various	Liquid	(334,678)
Wells Fargo Customer Care Accounts	848,233	5.205%	Various	Liquid	44,153
US Bank DS Accounts	56,296,911	4.790%	Various	Liquid	2,696,622
Less: CIP 2023A US Bank Bond Proceeds	(55,792,331)	4.820%	Various	Liquid	(2,689,190)
US Bank 1% Property Tax Trust Account	11,755,288	3.820%	Various	08/15/24	449,052
US T-Bills (Cash Equiv) - CAM	1,909,375	4.750%	Various	Liquid	90,695
First American Govt MM (Cash Equiv)-CAM	1,387,022	4.950%	Various	Liquid	68,658
Total Cash & Cash-Equivalents	\$ 56,895,032	4.864%	Weighted Avg Yield		\$ 2,767,643

Investments External to US Bank / Chandler Asset Management

Local Agency Investment Fund (LAIF)	\$ 25,082,716	4.012%	Various	Liquid	1,006,319
LA County Pooled Investment Fund	27,137	4.150%	Various	Liquid	1,126

Investments per US Bank / Chandler Asset Management Statements (excluding Cash Equivalents)

Asset-Backed Securities - CAM	10,674,142	4.557%	Various	Various	\$ 486,431
Federal Agencies - CAM	40,343,471	4.780%	Various	Various	1,928,242
CMO's - Collateralized Mortgages - CAM	13,854,676	4.672%	Various	Various	647,278
Corporate Issues	43,112,443	4.811%	Various	Various	2,074,331
Municipal Bonds (State/Local Gov'ts) CAM	12,847,151	4.819%	Various	Various	619,115
Negotiable Certificates of Deposit - CAM	2,273,230	5.114%	Various	Various	116,245
US Treasury Notes - US Bank	60,650,813	4.246%	Various	Various	2,574,988
Foreign Issues & SupraNationals - CAM	5,950,096	4.683%	Various	Various	278,629
Total Investments	\$ 214,815,875	4.062%	Weighted Avg Yield		\$ 8,725,259

Cash & Investments Non-CIP	\$ 271,710,906	4.230%	Portfolio Weighted Avg Yield		\$ 11,492,903
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3-Month Cashflow

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SANTA CLARITA VALLEY WATER AGENCY
3 - Month Cash Flow Projection

Cash Flow for March FY24 to May FY24

DESCRIPTION	UNRESTRICTED		RESTRICTED		
	Checking	Investments	CIP Fund	SWC	Capacity Fees
Beginning Balance (estimated):	\$ 16,863,000	\$ 128,659,000	\$ 60,643,000	\$ 107,116,000	\$ 9,684,000
March					
Cash Provided from:					
Water Sales	4,863,015	-	-	-	-
Water Sales Misc ¹	1,525,000	-	-	-	-
Recycled Water Sales	40,600	-	-	-	-
Non Operating Income:					
Property Taxes	123,809	-	-	161,719	-
Capacity Fees	-	-	-	-	131,483
Interest Earned	491,166	-	142,188	327,708	-
Communication/Rental	44,189	-	-	-	-
Grants	-	-	-	-	-
Reimbursements ²	771,242	-	-	-	-
Bond/Loan Proceeds	-	-	-	-	-
Other ³	1,936	-	-	-	-
Cash Used/Added to/for:					
Monthly Expenses	(7,157,761)	-	-	(12,212)	-
DWR Payments	-	-	-	(1,039,500)	-
Misc. Water Purchases	(11,667)	-	-	(1,942,333)	-
Debt Service	(3,333)	-	-	-	-
CIP	(6,362,178)	-	(3,893,500)	-	-
CalPERS UAL	-	-	-	-	-
Txfr to/from	-	-	-	-	-
Projected Ending Balance Mar	\$ 11,189,018	\$ 128,659,000	\$ 56,891,688	\$ 104,611,381	\$ 9,815,483
April					
Cash Provided from:					
Water Sales	5,830,430	-	-	-	-
Water Sales Misc ¹	30,000	-	-	-	-
Recycled Water Sales	40,600	-	-	-	-
Non Operating Income:					
Property Taxes	8,604,730	-	-	10,833,750	-
Capacity Fees	-	-	-	-	131,483
Interest Earned	491,166	-	142,188	327,708	-
Communication/Rental	44,189	-	-	-	-
Grants	1,079,732	-	-	-	-
Reimbursements ²	884,831	-	-	-	-
Bond/Loan Proceeds	-	-	-	-	-
Other ³	1,936	-	-	-	-
Cash Used/Added to/for:					
Monthly Expenses	(7,261,961)	-	-	(12,212)	-
DWR Payments	-	-	-	(1,155,000)	-
Misc. Water Purchases	(11,667)	-	-	(1,317,333)	-
Debt Service	(3,333)	-	-	-	-
CIP	(6,362,178)	-	(3,893,500)	-	-
Txfr to/from	-	-	-	-	-
Projected Ending Balance. Apr	\$ 14,557,492	\$ 128,659,000	\$ 53,140,375	\$ 113,288,294	\$ 9,946,967

SANTA CLARITA VALLEY WATER AGENCY
3 - Month Cash Flow Projection

Cash Flow for March FY24 to May FY24

DESCRIPTION	UNRESTRICTED		RESTRICTED		
	Checking	Investments	CIP Fund	SWC	Capacity Fees
Beginning Balance (estimated):	\$ 16,863,000	\$ 128,659,000	\$ 60,643,000	\$ 107,116,000	\$ 9,684,000
May					
Cash Provided from:					
Water Sales	7,765,262	-	-	-	-
Water Sales Misc ¹	40,000	-	-	-	-
Recycled Water Sales	40,600	-	-	-	-
Non Operating Income:					
Property Taxes	3,002,370	-	-	3,921,139	-
Capacity Fees	-	-	-	-	131,483
Interest Earned	491,166	-	142,188	327,708	-
Communication/Rental	44,189	-	-	-	-
Grants	2,519,375	-	-	-	-
Reimbursements ²	884,831	-	-	-	-
Bond/Loan Proceeds	-	-	-	-	-
Other ³	1,936	-	-	-	-
Cash Used/Added to/for:					
Monthly Expenses	(7,522,861)	-	-	(12,212)	-
DWR Payments	-	-	-	(1,501,500)	-
Misc. Water Purchases	(11,667)	-	-	(1,317,333)	-
Debt Service	(3,333)	-	-	-	-
CIP	(6,362,178)	-	(3,893,500)	-	-
Txfr to/from	-	-	-	-	-
Projected Ending Balance May	\$ 15,447,182	\$ 128,659,000	\$ 49,389,063	\$ 114,706,096	\$ 10,078,450

Notes:

¹ Water Sales Misc. includes Late Charges, Misc. Retail Charges, Rebates, and Water Sales-One time

² Reimbursements include Annexation and PERCH Reimbursements - O&M & CIP

³ Other includes Laboratory Revenues and Other Non-Operating Revenue

Ten Largest Disbursements Check Register

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SCV Water
Ten Largest Disbursements
 January 1, 2024 to January 31, 2024

No.	Date	Pmt #	Supplier_Name	Invoice_Description	Amount
1	01-10-2024	58330	Pacific Hydrotech Corporation	ESFP Washwater Return and Sludge Collection Project, Progress Payment through 11/20/23	821,690.39
			Pacific Hydrotech Corporation		821,690.39
2	01-10-2024	58336	J. Vega Engineering, Inc.	Dickason Drive Water Line Improvements Project, Progress Payment through 10/31/23	550,541.15
			J. Vega Engineering, Inc.		550,541.15
3	01-31-2024	58498	Pacific Hydrotech Corporation	Santa Clara & Honby Wells PFAS Groundwater Treatment Improvement - Construction, Progress Payment through 12/31/23	390,091.07
			Pacific Hydrotech Corporation		390,091.07
4	01-31-2024	17950	Zim Industries, Inc.	Replacement (Saugus 3 & 4) Wells Construction Project, Progress Payment through 11/30/23	380,717.25
			Zim Industries, Inc.		380,717.25
5	01-10-2024	58329	Pacific Hydrotech Corporation	Santa Clara & Honby Wells PFAS Groundwater Treatment Improvement - Construction, Progress Payment through 10/31/23	357,567.84
			Pacific Hydrotech Corporation		357,567.84
6	01-17-2024	58368	SWRCB-State Water Resources Control Board	System #1910048 - Annual Fees 07/01/23 - 06/30/24	102,174.57
				System #1910240 - Annual Fees 07/01/23 - 06/30/24	102,883.61
				System #1910017 - Annual Fees 07/01/23 - 06/30/24	107,716.44
			SWRCB-State Water Resources Control Board		312,774.62
7	01-31-2024	58516	J. Vega Engineering, Inc.	Dickason Drive Water Line Improvements Project, Progress Payment through 11/30/23	309,887.15
			J. Vega Engineering, Inc.		309,887.15
8	01-10-2024	58331	Pacific Hydrotech Corporation	Santa Clara & Honby Wells PFAS Groundwater Treatment Improvement - Construction, Progress Payment through 11/30/23	252,176.94
			Pacific Hydrotech Corporation		252,176.94
9	01-31-2024	17943	HPS West, Inc	Cal Arts Tower Base Station Allegro Base Station	65,544.16
				Greenwood Tank, Hasley Tank, Hill Crest, Ridge Top Tank Allegro Standard Repeater	48,889.88
				Earl Schmidt Tower Base Station Allegro Base Station	65,832.64
				Commerce Center Tank Base Station Allegro Base Station	60,776.87
			HPS West, Inc		241,043.55

SCV Water
 Ten Largest Disbursements
 January 1, 2024 to January 31, 2024

No.	Date	Pmt #	Supplier_Name	Invoice_Description	Amount
	01-10-2024	58328	Pacific Hydrotech Corporation	Well 201 VOC Groundwater Treatment Improvement, Progress Payment through 10/31/23	239,257.50
10			Pacific Hydrotech Corporation		239,257.50

Total **3,855,747.46**

Total-All Disbursements Issued During January 2024 **9,887,441.79**

Largest Ten Vendor Payments as Compared to Total **39%**

Director Stipends

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For the Month of January 2024

Director Kathye Armitage

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/16/24	One-on-One Meeting with General Manager	\$0.00
01/16/24	Regular Board Meeting	\$239.00
01/17/24	Executive Committee Meeting of the Special Districts of North LA County	\$239.00
01/18/24	Public Outreach and Legislation Committee Meeting	\$239.00
01/22/24	Rescheduled Finance and Administration Committee Meeting	\$239.00
	Stipend Total	\$1,195.00
	Total Paid Days	5
	Total Meetings	6

Director Beth Braunstein

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
01/18/24	Public Outreach and Legislation Committee Meeting	\$239.00
	Stipend Total	\$717.00
	Total Paid Days	3
	Total Meetings	3

Director Ed Colley

Date	Meeting	Amount
01/16/24	Regular Board Meeting	\$239.00
01/18/24	Public Outreach and Legislation Committee Meeting	\$239.00
01/22/24	Rescheduled Finance and Administration Committee Meeting	\$239.00
	Stipend Total	\$717.00
	Total Paid Days	3
	Total Meetings	3

Director William Cooper

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/04/24	Engineering and Operations Committee Meeting	\$239.00
01/08/24	Special SCV-GSA Board Meeting	\$239.00
01/10/24	Water Resources and Watershed Committee Meeting	\$239.00
01/11/24	ACWA Region 8 Board Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
01/19/24	Radio Interview KHTS	\$239.00
01/29/24	Agenda Planning Meeting	\$239.00
	Stipend Total	\$1,912.00
	Total Paid Days	8
	Total Meetings	8

Director Maria Gutzeit

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/08/24	Special SCV-GSA Board Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
01/18/24	Public Outreach and Legislation Committee Meeting	\$239.00
01/22/24	Rescheduled Finance and Administration Committee Meeting	\$239.00
01/29/24	Agenda Planning Meeting	\$239.00
	Stipend Total	\$1,434.00
	Total Paid Days	6
	Total Meetings	6

Director Dirk Marks

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/08/24	Special SCV-GSA Board Meeting	\$239.00
01/10/24	Water Resources and Watershed Committee Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
	Stipend Total	\$956.00
	Total Paid Days	4
	Total Meetings	4

Director Gary Martin

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/04/24	Engineering and Operations Committee Meeting	\$239.00
01/08/24	Special SCV-GSA Board Meeting	\$239.00
01/09/24	DCA Meeting with Executive Director Graham Bradner	\$239.00
01/10/24	Water Resources and Watershed Committee Meeting	\$239.00
01/12/24	DCA Board of Directors Briefing Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
01/24/24	DCA Board of Directors Special Meeting	\$239.00
01/29/24	Agenda Planning Meeting	\$239.00
	Stipend Total	\$2,151.00
	Total Paid Days	9
	Total Meetings	9

Director Ken Petersen

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/04/24	Engineering and Operations Committee Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
01/22/24	Rescheduled Finance and Administration Committee Meeting	\$239.00
	Stipend Total	\$956.00
	Total Paid Days	4
	Total Meetings	4

TOTAL PAID DAYS	48
TOTAL MEETINGS	49
TOTAL STIPENDS	\$11,472.00

Director Piotr Orzechowski

Date	Meeting	Amount
01/02/24	Regular Board Meeting	\$239.00
01/04/24	Engineering and Operations Committee Meeting	\$239.00
01/10/24	Water Resources and Watershed Committee Meeting	\$239.00
01/16/24	Regular Board Meeting	\$239.00
01/18/24	SCV Chamber of Commerce 2024 Employment Law Update	\$239.00
01/29/24	Agenda Planning Meeting	\$239.00
	Stipend Total	\$1,434.00
	Total Paid Days	6
	Total Meetings	6

Director Reimbursements

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CA Govt. Code Section 53065.5

List of Reimbursement for "Individual Charges" = \$100 or more

Annual Disclosure for Fiscal Year 23/24 AP Transactions Updated as of: 1/31/2024

DIRECTORS

P- Card (VISA) Transactions Updated as of: 1/31/24 *January PCard transactions affect February cash.

Date	Recipient of Reimbursement	Reason for Reimbursement	Amount
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Nothing to report for January


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BOARD MEMORANDUM

DATE: April 2, 2024

TO: Board of Directors

FROM: Matthew S. Dickens, MPA
Sustainability Manager 

SUBJECT: Approve Authorizing the General Manager to Execute a Contract with A&N Technical Services for the Development of the SCV Water Agency's Water Use Efficiency Strategic Plan

SUMMARY

In advance of the new State conservation mandates, and to build upon current and historic water conservation successes, staff recommends that the Water Resource and Watershed Committee recommend that the SCV Water Board of Directors authorize the General Manger to execute a contact not to exceed \$495,090.00 with A&N Technical Services to develop the SCV Water – Water Use Efficiency Strategic Plan (WUESP).

DISCUSSION

SCV Water formed in 2018 following passage of SB 634 which incorporated Castaic Lake Water Agency (State Water Project Contractor), Newhall County Water Division (Purveyor), Santa Clarita Water Division (Purveyor), and Valencia Water Company (Purveyor) into a single full-service water provider. Additionally, SCV Water continues to provide wholesale service to Los Angeles County Public Works District 36 (LAC #36). Prior to its launch, SCV Water, via its legacy entities, developed several iterations of the WUESP including in 2009, 2013, and an update in 2015. The WUESP provided a framework critical to achieving the water use efficiency mandates prescribed in SBx7-7: 20% Reduction in Gallon per Capita Day (GPCD) Consumption by 2020. Pursuant to implementation of the WUESP, and other water conservation efforts, each legacy entity successfully complied with the conservation mandates and as a unified Agency achieved ~24% reduction GPCD in 2020. Following SBx7-7's sunset, SCV Water implemented an interim conservation goal which leveraged WUESP components to maintain a 2% reduction in daily GPCD per year through 2024. SCV Water has successfully met and surpassed the interim targets, most recently achieving a 41% reduction in GPCD in 2023, partially influenced by weather.

In 2018, the State of California adopted AB 1668 and SB 606 to establish a new framework for long-term improvements in water use efficiency and to "Make Conservation a California Way of Life." The Conservation Long-term Framework (CLTF, Framework) requires urban water suppliers to comply with annual urban water use objectives (UWUO) and develop and implement a Commercial, Industrial, and Institutional (CII) performance program. Further, the Framework directed, among others, the Department of Water Resources (DWR) and the State Water Resources Control Board (SWRCB) to work with urban water suppliers to develop methodologies and standards to calculate the UWUOs for 2025-2030 with increased efficiency standards for 2030-2035 and beyond. While DWR has provided its recommendations, as of March 2024, the SWRCB has yet to finalize its recommendations for the regulation. However,

the legislation required water suppliers to submit their inaugural reports by January 1, 2024; of which SCV Water supplied.

The WUESP is a critical planning and strategic component for the Agency and like other planning efforts such as the Urban Water Management Plan (UWMP) or the Water System Master Water Plan (WSMP), it informs, influences, and impacts multiple facets of the Agency’s operations, services, and strategic initiatives. The WUESP project’s primary deliverables include development and configuration of the Water Demand Forecast (WDF) Tool, research, analysis and development of the strategic measures and plan document, and the development and configuration of a performance tracking and reporting tool. From this work, SCV Water will have a strategic plan that not only complies with State mandated conservation targets, but also improved demand forecasting capabilities which will enhance and inform future UWMPs, supply planning, and investments. Additionally, refining demand forecasting outcomes will assist with future revenue planning and rate designs. The WUESP provides the framework and foundation for Agency communication, education, and engagement practices as well as organizational and community sustainability efforts. Figure 1 notes the primary deliverable from the WUESP project and how the deliverable will both impact and benefit the Agency.



Mission – Providing responsible water stewardship to ensure the Santa Clarita Valley has reliable supplies of high-quality water at a reasonable cost.

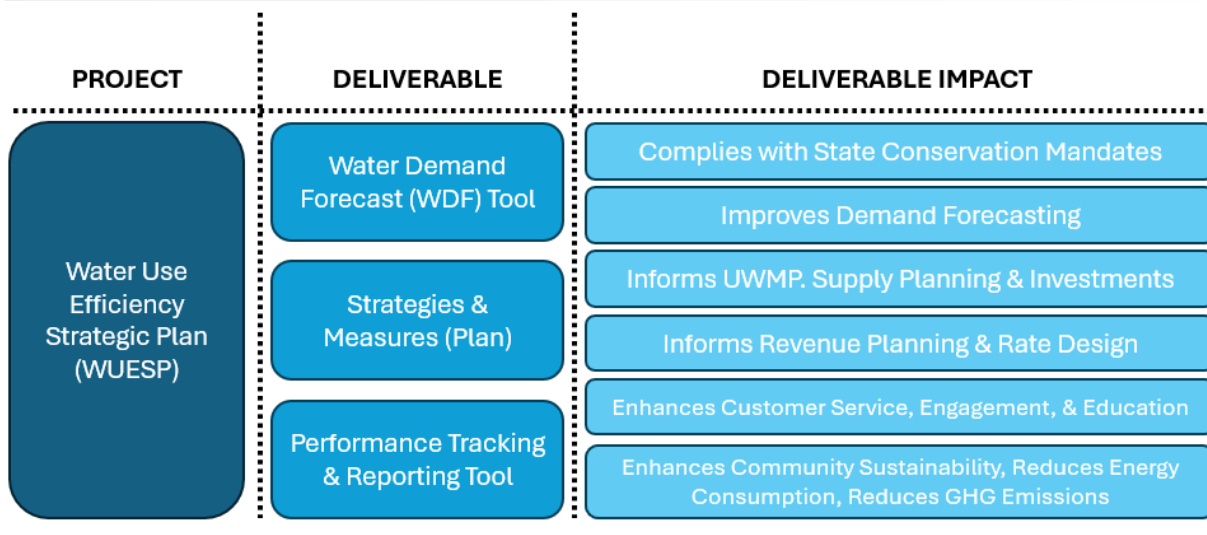


Figure 1 - Water Use Efficiency Strategic Plan - Functional Impacts

Successful development of the SCV Water – WUESP will provide the Agency with strategic objectives and effective conservation program elements to comply with the new conservation mandates and performance measures itemized in the Framework. For the WUESP, staff developed a Request for Proposals (RFP) outline which focuses on five (5) separate tasks. These tasks included (see Attachment 1 for more information):

- **Task 1 - Project Launch, Data Collection, & Data Analysis**

For Task 1, the consultant will work with Agency staff to develop a project management structure including, but not limited to, a project management plan, virtual project management process and support protocols, and curate baseline information for use throughout the project.

- **Task 2 - Water Demand Forecast**

Task 2 of the WUESP focuses on the development of the WDF Tool. The WDF tool is a GIS-based model that enables SCV Water to forecast water demands to full build-out with considerations for economic influences, climate change, and passive and active conservation. Completion of Task 2 will enable Agency staff to run updates and demand scenarios as needed going forward.

- **Task 3 - Water Use Efficiency Strategies & Measures**

In Task 3, the WUESP team will evaluate the Agency's current and historical water use, water use efficiency trends, and the feasibility and potential impacts resulting from future active conservation activities. The analysis will include a robust assessment of the costs and benefits of a specific water saving measure and from a program portfolio approach. Additionally, the team will work with community Agency staff, community stakeholders, and decision-makers to define, develop, and derive a comprehensive approach to meeting the community's water conservation needs.

- **Task 4 - Create a Water Use Efficiency Strategic Plan**

For Task 4, the WUESP team will develop the draft WUESP document and work with staff through the plan adoption process.

- **Task 5 - Water Use Efficiency Tracking Tool**

Lastly, Task 5 will utilize an industry-approved Water Use Efficiency Tracking Tool to enable the Agency to track monthly and annual program performance, review, evaluate, and adapt programs elements when merited, and develop annual reports for Agency use and as required by the CLTF.

SCV Water's WUESP RFP was released to PlanetBids on January 19, 2024, and responses were due on February 16, 2024, by 5:00 P.M. PST. The Agency received three responses and conducted an internal evaluation. For the evaluation team, staff from Sustainability & Water Conservation, Communications, Customer Care, and Water Resources met to review proposals for completeness, cost, and technical rigor.

Table 1 summarizes the findings from the RFP evaluation panel. While all of the proposer's submittals met the RFP Responsiveness requirements, only MWM and ANTS successfully comported with the Project Experience component, only MWM and ANTs fulfilled the Responsibility, Scope of Work, and Schedule criterion. Following review and deliberation of the RFP submittals, the panel determined that A&N Technical's proposal met the Agency's objectives in the most technically comprehensive manner.

Table 1. RFP Response Evaluation Panel – Scoring Matrix

Item	Review Criteria	Total Points Available	BEAR	MWM	ANTS
1	RFP Responsiveness	5	5	5	5
2	Project Experience	25	5	20	20
3	Responsibility (resources/ capability/ qualifications/ availability) to Perform the Work	25	10	22	22
4	Does Proposal Meet Agency Scope of Work	30	10	27	29
5	Schedule	15	15	15	15
Total		100	45	89	91

On March 13, 2024, the Water Resources and Watershed Committee considered staff’s recommendation to approve authorizing the General Manager to execute a contact with A&N Technical Services for the Development of the SCV Water Agency’s Water Use Efficiency Strategic Plan.

STRATEGIC PLAN NEXUS

STRATEGY A.1 – PROVIDE “BEST IN CLASS” CUSTOMER SERVICE.

A.1.3 Track, evaluate and implement emerging technologies for improving community engagement on water issues

STRATEGY A.2 – PROACTIVELY COMMUNICATE WITH AND ENGAGE OUR COMMUNITY ON WATER MATTERS OF IMPORTANCE TO THE REGION POSITIONING SCV WATER AS A LEADING RESOURCE AND RELIABLE AUTHORITY ON WATER ISSUES.

A.2.2 Increase public understanding of water issues (e.g., water quality, emergency preparedness, value of water, regulatory and climate challenges, water sources/supplies, watershed planning, water conservation, etc.)

A.2.3 Implement engagement tools to receive feedback from stakeholders (e.g., Customer Service Survey, Conservation Communications)

A.2.1 Develop supporting data to make the case for the value of water and implement a targeted outreach program regarding the value of water in preparation for establishing new rates and charges

A.2.5 Raise awareness of and demand for conservation programs (e.g., water conservation campaign(s) and related media buys, public and school educational programs, participation at public events, SCV Water website, e-newsletter and social media, etc.)

STRATEGY C.1 – CONDUCT PLANNING TO ENSURE LONG-TERM WATER DEMANDS AND SYSTEM RESILIENCY NEEDS ARE MET.

C.1.4 Update planning models with assumptions reflecting the most recent regulations and climate change data based on state-of-the-practice climate science approaches to ensure long-term water supply reliability and sustainability

C.1.6 Support the development and implementation of a Water Demand Factor model for demand forecasting

STRATEGY C.4 ADVANCE DEMAND MANAGEMENT AND ACHIEVE STATE MANDATED WATER USE EFFICIENCY TARGETS.

C.4.1 Update water conservation planning to develop, implement and provide the framework for the Agency’s water conservation initiatives

C.4.3 Support local and statewide regulations consistent with the updated goals of the water conservation plan

C.4.4 Achieve the annual urban water use objectives in compliance with the Conservation Long-term Framework (AB 1668 and SB 606)

C.4.6 Reevaluate and prioritize outreach targets and methods to maximize rebates and incentive benefits to encourage additional conservation

C.4.7 Develop equitable conservation/demand management programs to meet current and upcoming regulatory measures

C.4.8 Evaluate infrastructure technology (AMI/AMR) and operational strategies to better manage demands

C.4.9 Work with developers and/or permitting agencies to implement the appropriate water efficient landscapes in new development including non-functional turf requirements

C.4.10 Promote drought tolerant and water efficient landscapes in the community

C.4.11 Communicate and engage with customers the message that “conservation is a way of life”

STRATEGY G.3 ADVANCE AGENCY SUSTAINABILITY PROFILE

C.3.8 Develop/implement appropriate emissions reductions

FINANCIAL CONSIDERATIONS

Funding for this work is included in the FY 2024 and FY 2025 Water Sustainability & Efficiency Professional Services.

RECOMMENDATION

That the Water Resources and Watershed Committee recommends that the Board of Directors authorize the General Manager to execute a contract not to exceed \$495,090.00 with A&N Technical Services for development of the SCV Water Agency's Water Use Efficiency Strategic Plan.

Attachment

MBS



**REQUEST
FOR
PROPOSALS**

**SCV Water:
Water Use Efficiency Strategic Plan**

Santa Clarita Valley Water Agency
January 2024

Proposals will be received until 5:00 p.m., February 16, 2024

STATEMENT OF WORK

SCV Water: Water Use Efficiency Strategic Plan

INTRODUCTION

The Santa Clarita Valley Water Agency (SCV Water, SCVWA) is accepting proposals from qualified consultants to develop the SCVWA Water Use Efficiency Strategic Plan (SCVWA WUESP).

This Request for Proposals (RFP) is intended to provide for the selection of a consultant to provide these services. General information as to the project and proposal are contained herein.

BACKGROUND

SCV Water formed in 2018 following passage of SB 634 which incorporated Castaic Lake Water Agency (State Water Project Contractor), Newhall County Water Division (Purveyor), Santa Clarita Water Division (Purveyor), and Valencia Water Company (Purveyor) into a single full-service water provider. Additionally, SCV Water continues to provide wholesale service to Los Angeles County Public Works District 36 (LAC #36). Prior to its launch, SCV Water developed several iterations of the WUESP in 2009, 2013, and updated in 2015. The WUESP provided a framework critical to achieving the water use efficiency mandates prescribed in SBx7-7: 20% Reduction in Gallon per Capita Day Consumption by 2020. Pursuant to implementation of the WUESP, and other water conservation efforts, each legacy entity successfully complied with the conservation mandates and as a unified Agency achieved ~24% reduction in per capita use. Following SBx7-7's sunset, SCV Water implemented an interim conservation goal which leveraged WUESP components to maintain a 2% reduction in daily per capita use per year until the provisions adopted in AB 1668 and SB 606, the Conservation Long-Term Framework (Framework, CLTF) went into effect. SCV Water has successfully met and surpassed the interim targets of 22% in 2022, 24% in 2022, and 26% in 2023. Successful development of the SCVWA WUESP will provide the Agency with strategic objectives and effective conservation program elements to comply with the new conservation mandates and performance measures itemized in the Framework.

PROJECT DESCRIPTION

In 2018, the State of California adopted AB 1668 and SB 606 to establish a new framework for long-term improvements in water use efficiency and to "Make Conservation a California Way of Life." The Framework requires urban water suppliers to comply with annual urban water use objectives (UWUO) and develop and implement a Commercial, Industrial, and Institutional (CII) performance program. In advance of the 2025 Urban Water Management Plan, the SCVWA WUESP development team will work with the Agency and its consultants to develop means and methodologies to forecast demands to full build-out and beyond as determined by the Agency. Further, forecasts will include variable identification and definition to capture impacts on demand relative to econometric, climate, and passive conservation as well as identify strategies and program measures to comply with the provisions of the Framework. The SCVWA WUESP will provide a comprehensive water conservation and water use efficiency program overview and framework for SCV Water and its wholesale customer, Los Angeles County Public Works District 36.

SCOPE OF WORK

The SCVWA WUESP will incorporate, at a minimum, the tasks identified in this section. The proposer will identify technical and cost components essential to completion of the following tasks. The proposer may take liberty to add additional tasks to the scope in its proposal if deemed necessary to provide the best service to SCV Water. The scope of work for the SCV Water WUESP includes, but is not limited to, the following:

Task 1 – Project Launch, Data Collection, & Data Analysis

Task 1.1 – SCVWA Staff Coordination & Team Formation – The proposer will coordinate team formation which includes Agency staff, consultant and sub-consultant staff, and external consultant support as needed.

Task 1.2 – Develop/Implement Virtual Project Management Apparatus – The proposer will develop and maintain a virtual project management apparatus using Microsoft Teams or equivalent tool as approved by the Agency.

Task 1.3 - Develop Plan Implementation Schedule – Prepare and maintain a project implementation schedule that includes all milestones essential to development and adoption of the plan as well as finalization of data components (demand forecast tables) needed for the 2025 Urban Water Management Plan. The proposal shall include the following schedule:

- March 2024 – Project Launch
- April through May 2024 – Task 1
- May through November 2024 – Task 2
- August through November 2024 – Task 3
- November through December 2024 Task 4
- **January through March 2025 – Plan Adoption**
- March through June 2025 – Task 5
- July 2025 – Project Complete

Task 1.4 – Collect & Curate Data – The proposer will create and curate a data collection room accessible to Agency staff, such as Microsoft Teams or equivalent tool as approved by the Agency, to save, store, and document communications, studies, research, and all components included in the development of the water demand forecasting and SCVWA WUESP deliverables.

Task 2 – Water Demand Forecast

Task 2.1 – Create Base Water Demand Forecast – Working with Agency staff and its Water Demand Forecast (WDF) consultant, the proposer will assist in the development of a Base Water Demand Forecast scenario. This Base Water Demand Forecast Scenario will include existing customer demands and new development demands through full build-out as identified by existing entitlements, planning documents, engineered demand factors, and other elements as determined by the Agency. The Base Water Demand Forecast will be saved in the Agency's WDF tool and will serve as the non-normalized primary scenario to be modified by the demand factor variables identified in Tasks 2.2 through 2.8.

Task 2.2 – Conduct TAZ & Econometric Analysis – Using available Traffic Analysis Zone (TAZ) data and other economic statistical assessment tools, the proposer will conduct analysis of community development in the Santa Clarita Valley to determine such impacts on planned development including, but not limited to, developable land and forecasted construction schedules.

Task 2.3 – Create Modified Water Demand Forecast with TAZ and Econometric Analysis

– The proposer will provide documentation on methodologies, variables, and other components as inputs to integrate the findings from Task 2.2 into a Modified TAZ & EA Water Demand Forecast.

Task 2.4 – Conduct Climate Impact Analysis - Using current and available data on climate change impacts on water demand, the proposer will conduct analysis of how SCV water demands will be impacted by a changing climate. This will include, but not limited to, impacts to Evapotranspiration Rates (ET), length of growing season, and other impacts to urban irrigation demands.

Task 2.5 – Incorporate Climate Factor into Model - – The proposer will provide documentation on methodologies, variables, and other components as inputs to integrate the findings from Task 2.4 into a Modified Climate Change - TAZ & EA Water Demand Forecast.

Task 2.6 – Develop and Incorporate Framework Targets – Utilizing the water use efficiency and UWUO methodologies and standards, the proposer will identify water use targets by implementation phase (2025, 2030, 2035, through full build-out), and by year. The UWUOs, along with water saving estimates from the CII performance measures, will be used as inputs in the WDF tool for forecasting and performance measurement purposes.

Task 2.7 – Develop and Incorporate Passive Conservation into Model – Passive conservation, which occurs independently from conservation realized via Agency inertia, will be calculated and incorporated into the WDF tool. Passive conservation savings are expected to impact the Modified Climate Change – TAZ & EA Water Demand Forecast.

Task 2.8 – Develop and Incorporate Active Conservation into Model – The proposer will develop, document, and supply variables resulting from the water conservation measures as determined by the Agency and finalized in the WUESP. The cumulative effect of successful implementation of the finalized water conservation measures must enable the Agency to meet its UWUOs and Agency-determined targets. This data will be used as inputs in the WDF tool.

Task 2.9 – Provide Documentation on Forecast Analysis for Model Use – The proposer will provide documentation on methodologies, analysis, calculations, and others for use in the WDF tool. Further, the proposer will coordinate and collaborate with the Agency and its consultant group to ensure that the WDF tool accurately depicts the items included in Section 2 and that the outputs are statistically sound, defensible, and based on best available information.

Task 3 – Water Use Efficiency Strategies & Measures

Task 3.1 – Water Use Analysis – The proposer will conduct a comprehensive analysis of current water usage patterns, water consumption, water loss, and water waste. This will include utility of any existing studies on water use in the SCV including, but not limited to, impacts of the Model Water Efficient Landscape Ordinance (MWELo) on new development and subsequent water use. Further, the proposer will assess historical use of recycled water in the Valley and note impacts to future recycled water supplies resulting from historical and planned conservation activities.

Task 3.2 – Assess Current & Historical Water Use Efficiency Efforts – The proposer will evaluate historical and current water conservation and water use efficiency planning and programmatic efforts.

Task 3.3 – Develop Water Use Efficiency Measure Inventory – Using industry standards, historical conservation practices, and novel approaches to water use efficiency, the proposer will develop a comprehensive suite of water conservation measures. The measures will include, but are not limited to, applicable water savings, implementation costs (Agency and Customer), resource needs, feasibility, annual participation targets, and other elements essential to effective program expression.

Task 3.4 – Conduct Measure Cost-Effectiveness Analysis – The proposer will conduct a Cost-Effectiveness analysis for all measures which should include, but not limited to, effective full implementation costs, normalized water conservation savings forecasts, life-cycle costs, marginal water production costs, and cost/benefit ratios by Agency and Customer perspectives. Further, this should include externalities such as associated and realized energy savings to the Agency, its customers, and to other utility service providers. Additional externality considerations such as impacts to sustainability, economic development, and environment may be included and described in the plan, if applicable.

Task 3.5 – Water Conservation Measure Selection – The proposer will document all data resulting from the selected suite of water conservation measures for recommended implementation. The water savings data will be used to modify the WDF tool demand forecast as defined in Section 2.8. Further, the proposer will document all program resource requirements needed to successfully implement the WUESP.

Task 3.6 – Conduct Stakeholder Engagement on Water Use Efficiency Measures – Customer and community stakeholder support for the WUESP is critical to mission success. Therefore, the proposer will work with the Agency and its consultants to engage all sectors and customer classes served by the Agency to develop support and buy-in for the plan and its measures. The stakeholder engagement process will utilize current and historical analysis conducted by the Agency, supplemental surveys, meetings, and focus groups to test customer response and program uptake feasibility.

Task 3.7 – Document Research & Findings – The proposer will provide documentation for all components of the analysis and resulting findings. Documentation will be supplied to the Agency in electronic format and stored in a data room repository for ease of access and curation.

Task 4 – Create a Water Use Efficiency Strategic Plan

Task 4.1 – Draft SCVWA WUES Plan (Written Report) – The proposer will develop a written plan detailing the findings of the analysis, conservation program strategies, programs costs, additional programmatic needs and recommendations, an implementation plan, processes, and protocols for determining program success and processes and protocols for program review and adaptation. Additionally, the plan should include sections identifying potential alternative sources of funding, community collaboration opportunities, and other recommendations for successful program implementation. The plan will identify how WUESP will enable the Agency to comply with the requirements of AB 1668 and SB 606.

Task 4.2 – Plan Development Board & Public Engagement Support – The proposer will include in its response the time and materials needed to fully vent the WUESP within the Agency including attending Management, Committee, and Board meetings as well as conducting a public workshop in advance of adoption, providing time for a written public comment period, and Board consideration.

Task 4.3 – Plan Adoption – Pursuant to Board consideration and/or adoption, the proposer will supply the Agency with all finalized materials in electronic and print format. This should include the Draft WUES Plan, Public Comments, Public Workshop Overview and Comments, Errata Documentation, Final WUESP Plan, and any other pertinent documentation.

Task 5 – Water Use Efficiency Program Tracking Tool

Task 5.1 – Incorporate Demand, Measures, & Other Components into a Tracking Tool – The proposer will input and align all WUESP-salient data into an industry-accepted or approved tool for tracking and reporting purposes. The tool should include, but not limited to, historical water use, demand forecasts (as developed by the WDF tool), conservation program measures, and other pertinent program data.

Task 5.2 – Provide Review & Training of Tool as Needed – The proposer will provide training and supporting documentation to Agency staff on how to manage and maintain the tool.

ANTICIPATED SCHEDULE

This solicitation anticipates the following schedule:

RFP released	January 19, 2024
Questions due to SCV Water	January 30, 2024, at 3 p.m. PST
Proposal due	February 16, 2024, at 5 p.m. PST
Selection of Consultant	On or Before February 23, 2024
Start of Work	Final Execution of SCVWA WUESP Contract
Completion of Work	Following BOD Adoption, Submittal of the Water Use Efficiency Program Tracking Tool and its Components

ELEMENTS OF THE PROPOSAL

Please include the following information in your proposal:

- Cover letter.
- Firm Experience - General description of the firm and a brief summary of the firm's recent experience (within the past five years) in completing similar work within the water industry.
- References – Include in the proposal a list of three references.
- Project Team – Discuss the personnel that will be performing the work on this project. Include in the proposal the percentage time commitment by the identified Project Manager. Include staff category/hourly rate for all project participants.
- Organization Chart - Include an organization chart that shows the relationship between the Project Manager and other personnel assigned to this project, subconsultants, and other associated entities.
- Subconsultants – Identify the scope of work to be performed by subconsultants, if any. Discuss the capabilities and qualifications of subconsultants.
- Project Approach - Describe the procedures your firm will use in providing services for the project, including a detailed work plan and schedule.
- Scope of Work – Prepare the scope of services. The description of services should specifically define the individual tasks for the work. Your scope of work should include any recommended services not included in the scope of services provided by SCV Water.
- Budget – Submit a proposed budget for the project. Budget shall be broken down by task with hours and hourly rates per staff category clearly shown. This information is requested for informational purposes only. SCV Water will negotiate a project budget based on the specific scope of work agreed upon.

EVALUATION OF PROPOSERS

The proposal evaluation will commence following the RFP closing date. The evaluation process is expected to be completed within approximately four (4) weeks. Proposers will be notified via U.S. mail or e-mail regarding status of the proposal evaluation process.

A proposer may be selected for further negotiations regarding the agreement's terms and conditions. If satisfactory agreement provisions cannot be reached, then negotiations may be terminated. SCV Water may then select another firm for agreement negotiation. This sequence may continue until an agreement is reached.

PROPOSAL AMENDMENTS AND CLARIFICATIONS

Proposers are encouraged to carefully review the RFP in its entirety prior to submitting a proposal. SCV Water may amend the Request for Proposals (RFP) and would do so by issuing a Notice of Amendment to all proposers and posting said Notice on the Planet Bids portal. Proposers may only modify proposals if the modifications are received before the deadline for submission of proposals.

Proposers requesting clarification pertaining to this RFP must submit all questions/requests by 3:00 p.m. on January 30, 2024 via the Planet Bids portal. SCV Water will respond to questions on or before the end of business on February 2, 2024. If SCV Water responds to any questions, the questions and responses will be posted on the Planet Bids web portal and will be available to all firms that registered on Planet Bids and received a copy of the RFP.

SCV Water reserves the right to choose whether or not to answer any questions related to this RFP.

PUBLIC RECORD

All proposals become the property of SCV Water, which is a public agency subject to the disclosure requirements of the California Public Records Act ("CPRA"). If Contractor/proposer proprietary information is contained in documents submitted to SCV Water, and Contractor/proposer claims that such information falls within one or more CPRA exemptions, Contractor/proposer must clearly mark such information "CONFIDENTIAL AND PROPRIETARY," and identify the specific page(s) and lines containing the information. Despite what is labeled as confidential, proprietary information or trade secrets shall be determined by law. Any Contractor or proposer that includes a blanket statement of limitation, which would prohibit or limit public inspection, may be considered non-responsive and may be rejected. Pricing information is generally not considered proprietary information.

Generally, each proposal and all documentation, including financial information, submitted by a proposer to SCV Water is confidential until a contract is awarded. Upon contract award, all proposals become public record under State and local law, unless exempted under CPRA. *California Government Code, Sections 6250 – 6270.*

STANDARD CONTRACT AND INSURANCE PROVISIONS

The successful proposer will be required to enter into a Professional Services Agreement with SCV Water and provide proof of insurance as required by Section 6 – Required Insurance of the Santa Clarita Valley Water Agency Standard Professional Services Agreement (as shown in the Documents and Attachments section on Planet Bids).

PROPOSAL SUBMISSION

Proposals may be considered non-responsive if they are not complete, do not include all required materials or do not follow the required format. SCV Water is not responsible for proposals that are lost, damaged, mislabeled or otherwise are not received by SCV Water through the Planet Bids portal by the deadline.

All documents submitted in response to this RFP will become the property of SCV Water. Only proposals submitted electronically through the Planet Bids portal (<https://yourscvwater.com//index.php/bid-opportunities/>) will be considered responsive and must be submitted no later than 5:00 p.m. on February 16, 2024 (PST). SCV Water reserves the right to determine the timeliness of all applications submitted. SCV Water reserves the right to reject all proposals.

Attachments

Attachment A - ProForma SCV Water Professional Services Agreement

Attachment B - Insurance Requirements

Attachment C - Electronic Attachment Links

WATER USE EFFICIENCY STRATEGIC PLAN RFP

OVERVIEW

- **History of Water Efficiency Planning in the SCV**
- **Conservation Performance**
- **WUESP Needs Analysis**
- **WUESP Request for Proposal (RFP) Process**
- **WUESP RFP Results**
- **Conclusion**
- **Questions & Comments**



History of Water Use Efficiency Planning in the SCV

2005 - CUWCC MOU

2009 - SCV Family of Water Suppliers

2010 - SBx7-7 20% Reduction in GPCD by 2020

2016 - Castaic Lake Water Agency - Water Use Efficiency Strategic Plan

2013

2016

2012

Valencia Water Company Water Conservation Plan

2021-2023

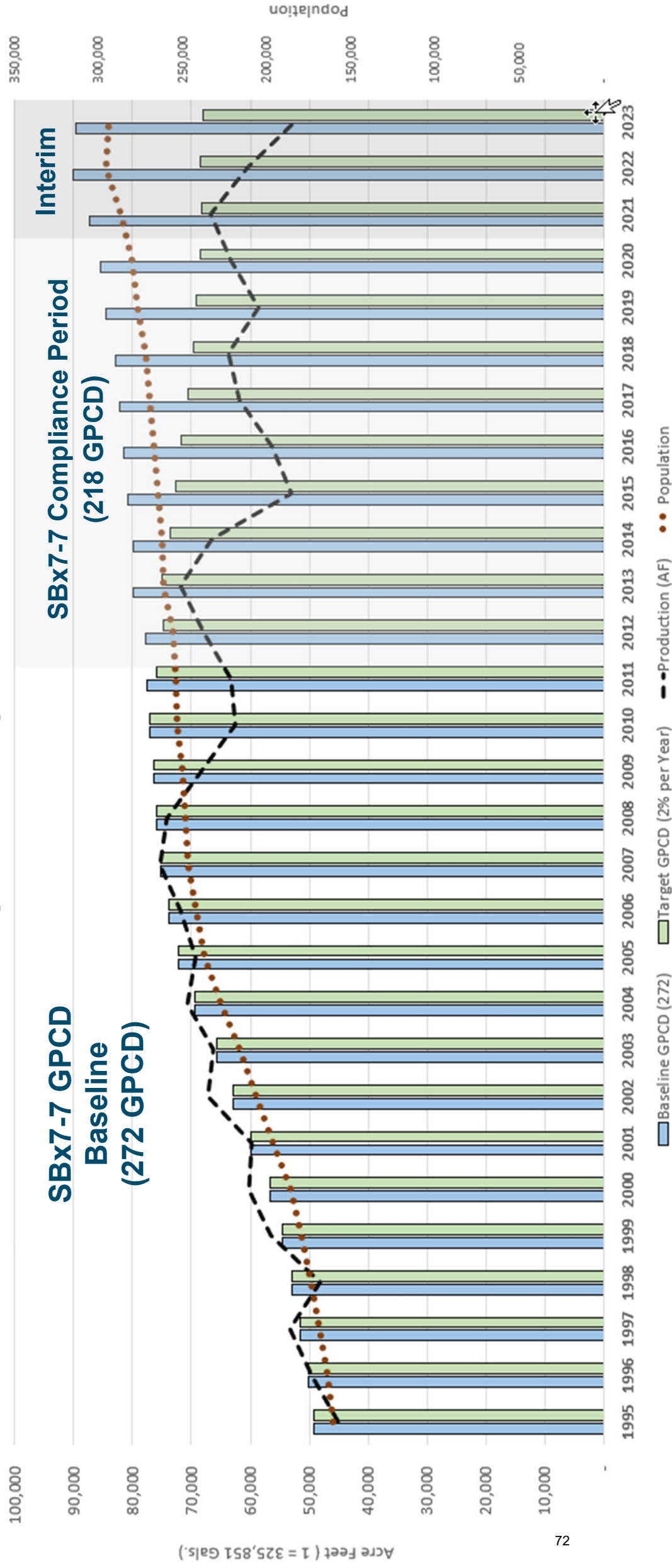
SCV Water Interim Conservation Targets



SCV Conservation Performance

SCV Water

Annual Production v. Baseline and SBX7-7 20% by 2020 Requirement
Including Interim Conservation Targets for 2021 & 2022

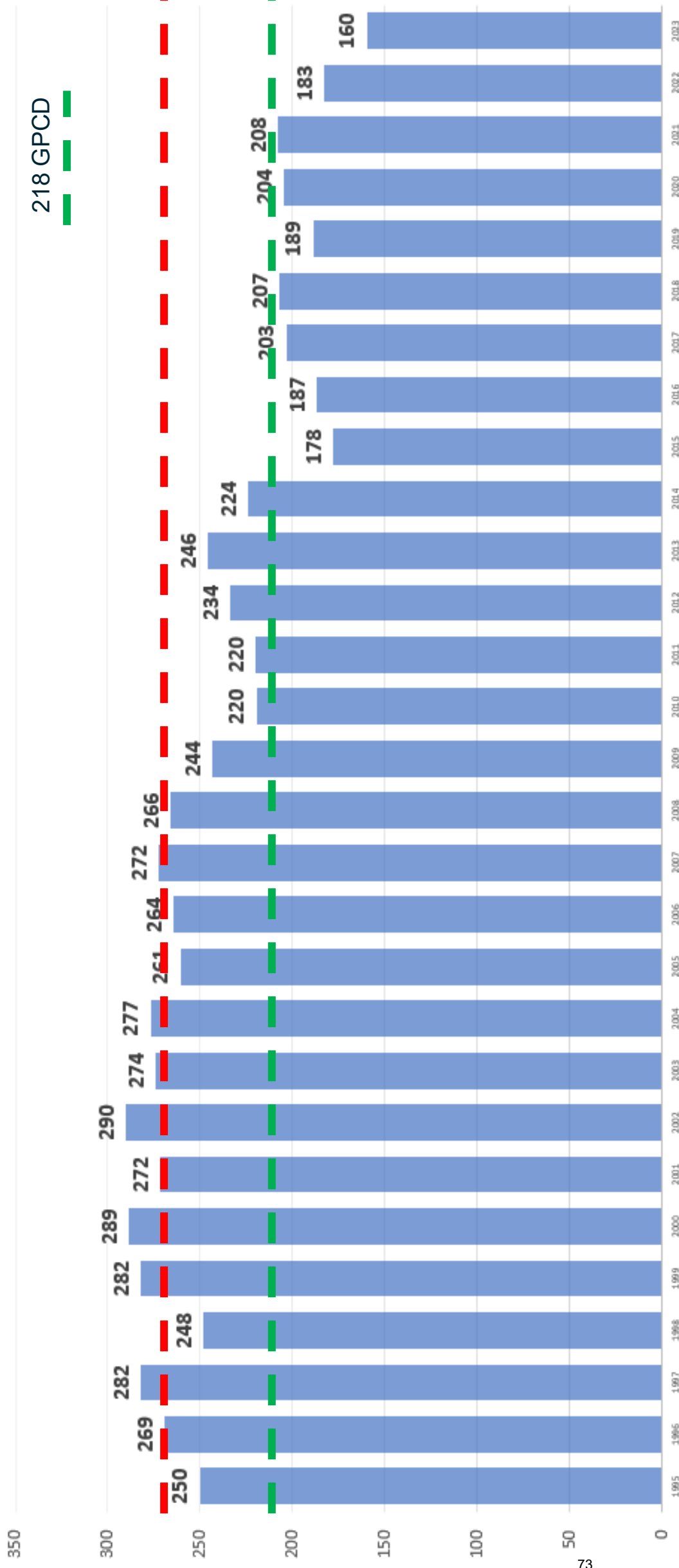


SCV Conservation Performance

SCVWA GALLONS PER CAPITA DAY
1995-2023

272 GPCD

218 GPCD



SCV WATER – WATER USE EFFICIENCY

VISION & VALUES

AGENCY

VISION

EXEMPLARY WATER MANAGEMENT
FOR A HIGH QUALITY OF LIFE IN
THE SANTA CLARITA VALLEY.

AGENCY

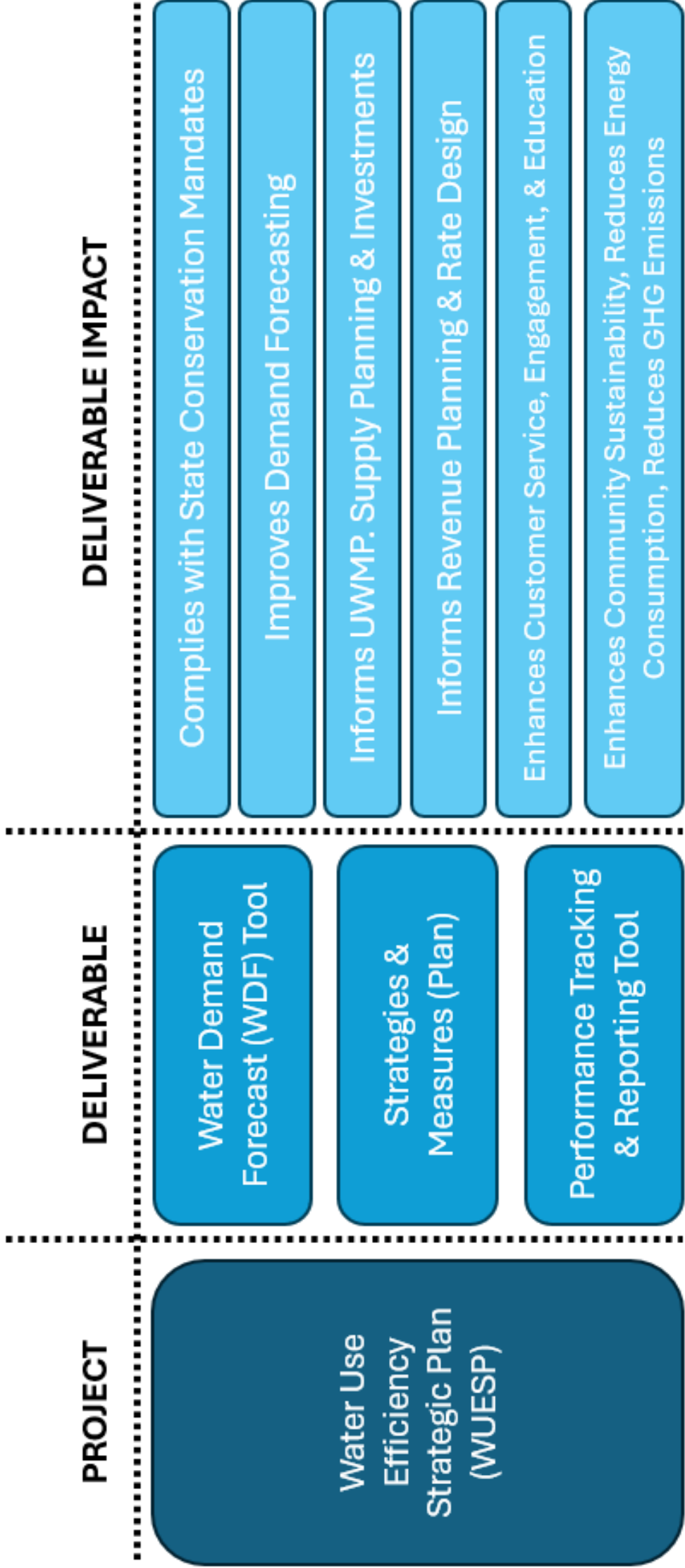
MISSION

PROVIDING RESPONSIBLE WATER STEWARDSHIP TO ENSURE
THE SANTA CLARITA VALLEY HAS RELIABLE SUPPLIES
OF HIGH-QUALITY WATER AT A REASONABLE COST.

SCV WATER – WATER USE EFFICIENCY



Mission – Providing responsible water stewardship to ensure the Santa Clarita Valley has reliable supplies of high-quality water at a reasonable cost.



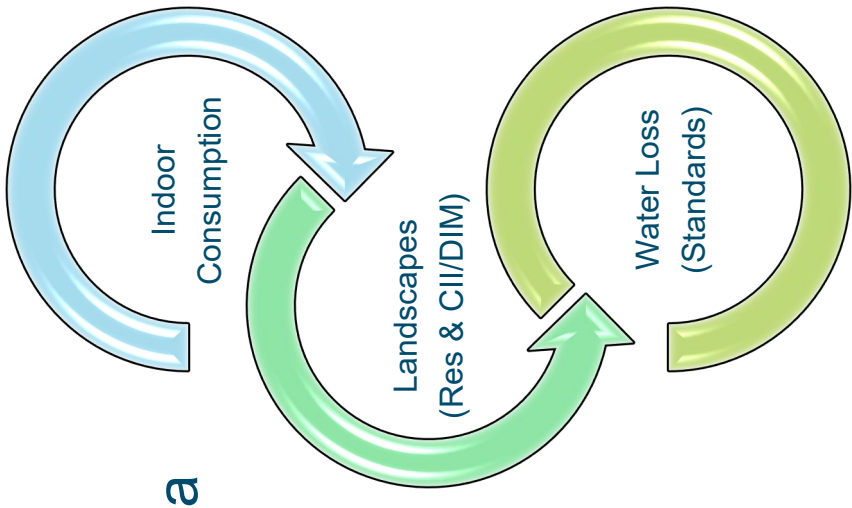
AB 1668 AND SB 606 – THE CONSERVATION LONG-TERM FRAMEWORK

Water Conservation Long-Term Framework (2018)

- Establishes the next phase of water efficiency for the State of California
- Establishes Urban Water Use Objective (Beginning 2022)
- Annual Reporting (Beginning 2024)
- Enforcement (2027)

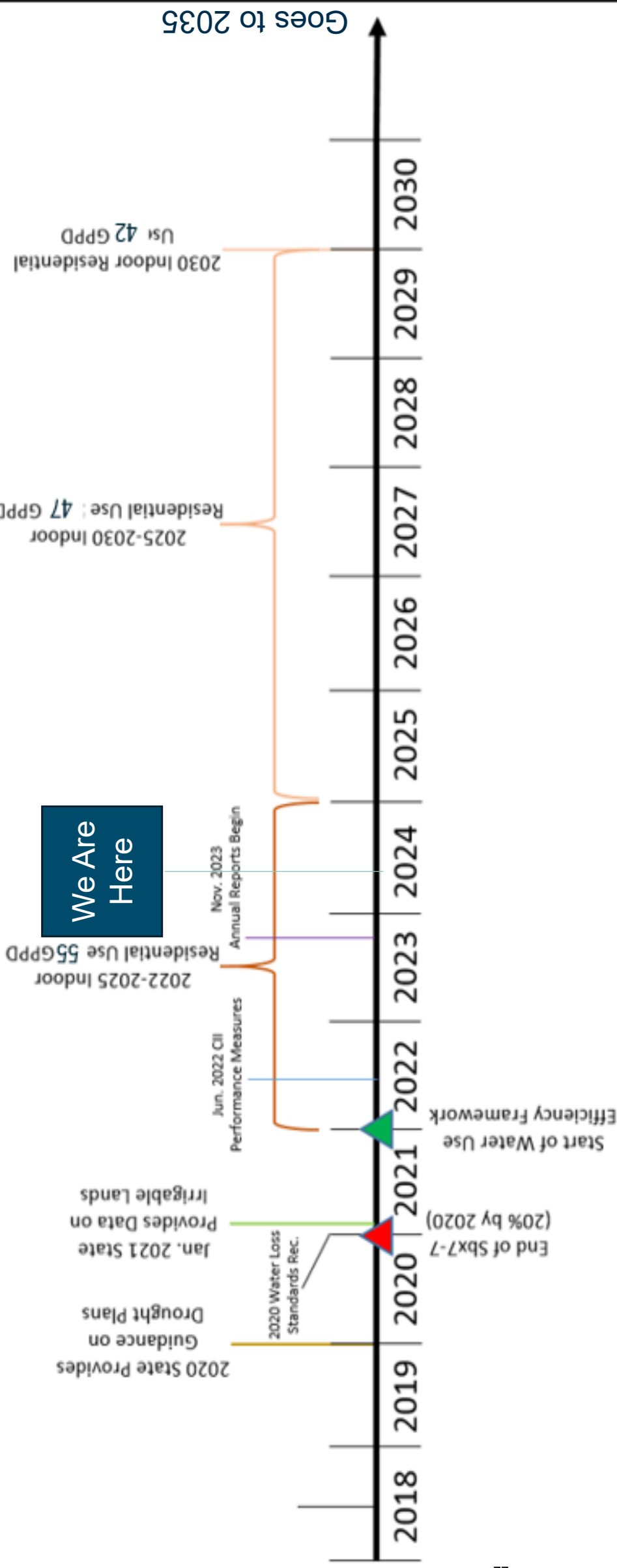
Establishes Urban Water Use Objectives & Performance Measures

- Objectives
 - Indoor Residential
 - Irrigation Water Use (Total Residential & Dedicated Irrigated Areas)
 - Water Loss Targets and Standards
 - Bonus Incentives for Recycled Water Use (10% New, 15 Existing Facilities)
- Performance Measures for CII



AB 1668 AND AB 606 - THE CONSERVATION LONG-TERM FRAMEWORK

Water Use Efficiency Framework – Beyond 2020 (AB 1668 and SB 606)



Goes to 2035

WATER USE EFFICIENCY STRATEGIC PLAN – STATEMENT OF WORK & SCHEDULE

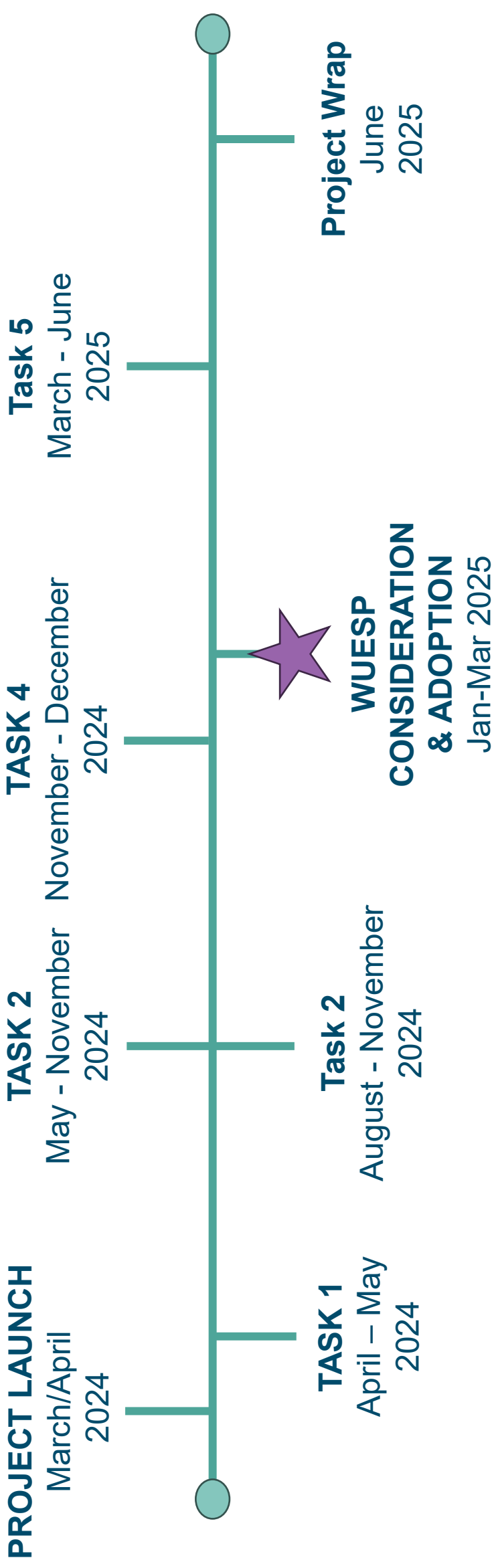
Project Scope

WUESP SCOPE

- Task 1. Project Launch, Staff Coordination & Data Analysis
- Task 2. Water Demand Forecast Development
- Task 2. Water Use Efficiency Strategies & Measures
- Task 4. Create a Water Use Efficiency Strategic Plan
- Task 5. Water Use Efficiency Program Tracking Tool



WATER USE EFFICIENCY STRATEGIC PLAN - STATEMENT OF WORK & SCHEDULE



REQUEST FOR PROPOSALS FOR WATER USE EFFICIENCY STRATEGIC PLAN

RFP Release and Selection Process & Schedule

- Posted on PlanetBids – January 19, 2024
- Questions due to SCV Water – January 30, 2024
- Proposals due to SCV Water – On or Before February 23, 2024

SCV Water Committee & Board Consideration

- Water Resources and Watershed Committee – March 13, 2024
- SCV Water Board of Directors – April 2, 2024

WATER USE EFFICIENCY STRATEGIC PLAN RFP RESULTS

Staff Review Process

- SCV Water received and reviewed three proposals (BEAR, Maddaus Water Management, A&N Technical)
- Staff from Sustainability & Water Conservation, Water Resources, Communications, and Customer Service
- Review Date – February 22, 2024

Staff Review Findings, Consistent with SCV Water Purchasing Policy

- A&N Technical was found to be the most responsive & qualified proposal
- Included significant focus on technical research & analysis
- A&N Technical scored highest on meeting Scope of Work

WATER USE EFFICIENCY STRATEGIC PLAN RFP FINANCIAL CONSIDERATION

Funding for this work is included in the FY 2024 and FY 2025 Water Sustainability & Efficiency Professional Services.

STAFF RECOMMENDATION

The Water Resources and Watershed Committee recommends that the Board of Directors authorize the General Manager to execute a contract not to exceed \$495,090.00 with A&N Technical Services for development of the SCV Water Water Use Efficiency Strategic Plan.

QUESTIONS & COMMENTS

Matthew S. Dickens, MPA

Sustainability Manager

SCV Water

661-705-7913

mdickens@scvwa.org

Dolores Campos

Water Conservation Specialist II

SCV Water

661-513-1216

dcampos@scvwa.org

WATER USE EFFICIENCY STRATEGIC PLAN RFP




DOLORES CAMPOS, SCV WATER CONSERVATION SPECIALIST
MARCH 13, 2024, WATER RESOURCES AND WATERSHED COMMITTEE

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BOARD MEMORANDUM

DATE: March 14, 2024
TO: Board of Directors
FROM: Steve Cole 
Assistant General Manager
SUBJECT: March 13, 2024 Water Resources and Watershed Committee Meeting Recap Report

The Water Resources and Watershed Committee met at 5:30 PM on Wednesday, March 13, 2024 at the Engineering Services Section (ESS) Boardroom located at 26521 Summit Circle, Santa Clarita, CA 91350. In attendance were Committee Chair Piotr Orzechowski, Directors William Cooper, Dirk Marks, and Gary Martin. Staff members present were Assistant General Manager Steve Cole, Director of Water Resources Ali Elhassan, Water Conservation Specialist II Dolores Campos, Executive Assistant Eunie Kang, and Information Technology Technician I Oliver Molina and members of the public were present. A copy of the agenda is attached.

Item 2: Public Comment – There was no public comment.

Item 3: Recommend Authorizing the General Manager to Enter into a Contract Under the Water Use Efficiency Strategic Plan – After review and discussion, the Committee recommended through consensus to move this item forward for consideration and approval by the Board of Directors. This item will be presented as a separate report going to the April 2, 2024 regular Board meeting.

There was public comment on item 3.

Item 4: Discussion of the Draft Recycled Water Use Ordinance – After review and discussion, the Committee recommended through consensus to move this item forward for consideration by the Board of Directors. This item will be presented as a separate report going to the April 16, 2024 regular Board meeting.

Item 5: Recommend Authorizing the General Manager to Execute an Agreement for the Purpose of Funding the Next Phase of the Delta Conveyance Project Planning Cost – After review and discussion, the Committee recommended through consensus to move this item forward for consideration and approval by the Board of Directors. This item will be presented as a separate report going to the April 16, 2024 regular Board meeting.

Item 6: Director of Water Resources Staff Activities – Ali Elhassan provided an update on the water supply, noting that the state water project allocation is at 15%. The overall hydrology of the state has seen improvement, with snowpack levels reaching 100%. For January and February 2024, the total local demand was 5,000 AF, with no water put into or taken out of the Agency's banking programs. Staff and members from various departments joined a recharge facility tour at Orange County Water District. Lastly, Sarah Fleury submitted an abstract and has been chosen to present at a climate resilience conference in Washington D.C., where she will

discuss SCV Water's strategies for maintaining water flow amid extreme weather and regulatory challenges.

Item 7: Committee Planning Calendar – Staff and the Committee reviewed the Planning Calendar.

Item 8: Adjournment – The meeting adjourned at 7:30 P.M.

The meeting recording is available on the SCV Water Agency website or by clicking the following link: [Water Resources and Watershed Committee Meeting Recording.](#)


Attachment

M65



Date: March 7, 2024

To: **Water Resources and Watershed Committee**
Piotr Orzechowski, Chair
William Cooper
Dirk Marks
Gary Martin

From: Steve Cole, Assistant General Manager 

The **Water Resources and Watershed Committee** meeting for **Wednesday, March 13, 2024** at **5:30 PM** at **26521 Summit Circle, Santa Clarita, CA 91350** in the **Engineering Services Section (ESS) Boardroom**. Members of the public may attend in person or virtually. To attend this meeting virtually, please see below.

IMPORTANT NOTICES

This meeting will be conducted in person at the address listed above. As a convenience to the public, members of the public may also participate virtually by using the **Agency's Call-In Number 1-833-568-8864, Webinar ID: 161 034 8269 or Zoom Webinar by clicking on the link scvwa.zoomgov.com/j/1610348269**. Any member of the public may listen to the meeting or make comments to the Committee using the call-in number or Zoom Webinar link above. However, in the event there is a disruption of service which prevents the Agency from broadcasting the meeting to members of the public using either the call-in option or internet-based service, this meeting will not be postponed or rescheduled but will continue without remote participation. The remote participation option is being provided as a convenience to the public and is not required. Members of the public are welcome to attend the meeting in person.

Attendees should be aware that while the Agency is following all applicable requirements and guidelines regarding COVID-19, the Agency cannot ensure the health of anyone attending a Committee meeting. Attendees should therefore use their own judgment with respect to protecting themselves from exposure to COVID-19.

Members of the public unable to attend this meeting may submit comments either in writing to ekang@scvwa.org or by mail to Eunie Kang, Executive Assistant, Santa Clarita Valley Water Agency, 26501 Summit Circle, Santa Clarita, CA 91350. All written comments received before 4:00 PM the day of the meeting will be distributed to the Committee members and posted on the Santa Clarita Valley Water Agency website prior to the start of the meeting. Anything received after 4:00 PM the day of the meeting will be made available at the meeting, if practicable, and will be posted on the SCV Water website the following day. All correspondence with comments, including letters or emails, will be posted in their entirety.

MEETING AGENDA

<u>ITEM</u>	<u>PAGE</u>
1. <u>PLEDGE OF ALLEGIANCE</u>	
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3. * Recommend Authorizing the General Manager to Enter into a Contract Under the Water Use Efficiency Strategic Plan	1
4. * Discussion of the Draft Recycled Water Use Ordinance	15
5. * Recommend Authorizing the General Manager to Execute an Agreement for the Purpose of Funding the Next Phase of the Delta Conveyance Project Planning Cost	23
6. Water Resources Director’s Report	
7. * Committee Planning Calendar	27
8. Adjournment	
* Indicates Attachment	
◆ Indicates Handout	

NOTICES:

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Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley

Mar 7, 2024
Page 3 of 3


Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at yourSCVwater.com.

Posted on March 7, 2024

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BOARD MEMORANDUM

DATE: March 22, 2024
TO: Board of Directors
FROM: Steve Cole 
Assistant General Manager
SUBJECT: March 21, 2024 Public Outreach and Legislation Committee Meeting Recap Report

The Public Outreach and Legislation Committee met at 5:30 PM on Thursday, March 21, 2024, at the Engineering Services Section (ESS) Boardroom located at 26521 Summit Circle, Santa Clara, CA 91350. In attendance were Committee Chair Maria Gutzeit, Directors Kathye Armitage, Beth Braunstein and Ed Colley. Staff members present were Communications Manager Kevin Strauss and Executive Assistant Eunie Kang. Attending virtually were Consultant Geoff Bowman from Van Scoyoc Associates, Consultant Annalee Akin Augustine from California Advocates. A copy of the Agenda is attached.

Item 2: Public Comment – There was no public comment.

Item 3: Legislative Consultant Reports – Staff and the Committee reviewed the federal legislative report by Geoff Bowman and the state legislative report by Annalee Akin Augustine.

Item 4: Review of the Proposed FY 2024-25 Public Outreach Communications and Education Operating Budget – Staff and the Committee reviewed the proposed operating budget. No action is requested at this time. The FY 2024-25 operating budget will be presented at a future Finance and Administrative Committee meeting then will go to the Board for consideration and approval.

Item 5: Communications Manager Activities – Kevin Strauss provided an update on several important initiatives for the Outreach team. First he mentioned that on March 25, 2024, there will be a Strategic Plan webinar offering insights into the Agency's future projects and goals. Additionally, the upcoming landscape and gardening class at Bridgeport Park will provide a wonderful opportunity for local residents to enhance their green spaces. And lastly, the Outreach team will be present at both the Cowboy Festival and the Home and Garden Show, complete with an information booth and water refilling station.

Item 6: Committee Planning Calendar – Staff and Committee reviewed the Planning Calendar.

Item 7: Committee Requests for Future Agenda Items – There were no Committee requests for future agenda items.

Item 8: Adjournment – The meeting adjourned at 6:40 PM.

The meeting recording is available on the SCV Water Agency website or by clicking the link below:

[Public Outreach and Legislation Committee Meeting Recording.](#)

Attachment



Date: March 14, 2024

To: **Public Outreach and Legislation Committee**
Maria Gutzeit, Chair
Kathye Armitage
Beth Braunstein
Ed Colley

From: Steve Cole, Assistant General Manager *SC*

The **Public Outreach and Legislation Committee** meeting is on **Thursday, March 21, 2024 at 5:30 PM** at **26521 Summit Circle, Santa Clarita, CA 91350 in the Engineering Services Section (ESS) Boardroom**. Members of the public may attend in person or virtually. To attend this meeting virtually, please see below.

IMPORTANT NOTICES

This meeting will be conducted in person at the addresses listed above. As a convenience to the public, members of the public may also participate virtually by using the **Agency's Call-In Number 1-833-568-8864, Webinar ID: 160 812 9324 or Zoom Webinar by clicking on the scvwa.zoomgov.com/j/1608129324**. Any member of the public may listen to the meeting or make comments to the Committee using the call-in number or Zoom Webinar link above. However, in the event there is a disruption of service which prevents the Agency from broadcasting the meeting to members of the public using either the call-in option or internet-based service, this meeting will not be postponed or rescheduled but will continue without remote participation. The remote participation option is being provided as a convenience to the public and is not required. Members of the public are welcome to attend the meeting in person.

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MEETING AGENDA

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3. * Legislative Consultant Report	
3.1 Van Scoyoc Associates (10 minutes)	1
3.2 California Advocates (10 minutes)	5
4. * Review the Proposed FY 2024-25 Public Outreach Communications and Education Operating Budget	81
5. * Communications Manager’s Report	83
6. * Committee Planning Calendar	103
7. Committee Requests for Future Agenda Items	
8. Adjournment	
* Indicates Attachment	
◆ Indicates Handout	

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Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at yourSCVwater.com.

Posted on March 14, 2024

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BOARD MEMORANDUM

DATE: March 19, 2024

TO: Board of Directors

FROM: Rochelle Patterson *RP*
Chief Financial and Administrative Officer

SUBJECT: March 18, 2024 Finance and Administration Committee Meeting Recap Report

The Finance and Administration (F&A) Committee met at 5:30 PM on Monday, March 18, 2024, in the Engineering Services Section Boardroom at the Summit Circle location. In attendance were Chair Ken Petersen and Directors Kathy Armitage, Ed Colley and Maria Gutzeit. Staff members in attendance included: Controller Amy Aguer, Director of Operations and Maintenance Mike Alvord, Management Analyst II Erika Dill, GIS Manager Jose Huerta, Administrative Technician Paul Hoover, General Manager Matt Stone, IT Technician I Oliver Molina, Director of Technology Services Cris Perez and myself. Additional SCV Water staff and members of the public were present. A copy of the Agenda is attached.

Item 1: Pledge of Allegiance

Item 2: Public Comment – There was public comment.

Item 3: Recommend Approval of an Exemption for Projects Included in the 2024 WIFIA Master Agreement Financing from the Retail Debt Threshold – Staff presented this item and discussed it with the Committee. The majority of the Committee agreed to move it forward as an action item for the April 2, 2024 regular Board meeting.

Item 4: Recommend Approval for General Manager to Authorize a Change Order for the Chiller Replacement Project – Staff presented this item and discussed it with the Committee, who agreed to move the item forward for full Board approval, with a contingency. One Director asked for Legal Counsel to review the original contract to determine whether the change order was allowed per the contract, or if the change order being presented for consideration was in “good will.” Legal Counsel reviewed the contract and agreed that the change order was allowed, as the scope of work clearly noted that a change order would be issued if construction deviated from the original plans. With the clarification from Legal Counsel, the Committee agreed to place this on the Consent Calendar for the April 2, 2024 regular Board meeting.

Item 5: Recommend Approval of a Revised Classification Plan, Position Control and Job Descriptions – Staff presented this item and discussed it with the Committee. The Committee asked for additional Budget impact information which would weigh the current costs of temporary employees against those of proposed positions, as well as other operating credits, i.e., reduction of overtime, reduction in outside services, etc. This item will be reconsidered at the April 15, 2024 Finance and Administration Committee regular meeting.

Item 6: Recommend Approval of a Revised Capitalization Policy for Fixed Assets – Staff presented this item and the Committee unanimously agreed to place it on the Consent Calendar for the April 2, 2024 regular Board meeting.

Item 7: Technology Update – Staff presented an update of the Technology Services department activities, utilizing online-based Story Map illustration on the topic of Asset Management.

Item 8: Recommend Receiving and Filing of January 2024 Monthly Financial Report – Staff presented this item and the Committee unanimously agreed to have it placed on the Consent Calendar for the April 2, 2024 regular Board meeting.

Item 9: Committee Planning Calendar – Staff briefly mentioned the upcoming items for the next few F&A Committee meetings.

Item 10: Requests for Future Agenda Items – One of the Directors expressed a desire to have a future discussion about capacity fees. This item will be added to the Planning Calendar once the Agency has a new approved Master Plan, giving the Finance and Administration Department information with which to work and develop for the next discussion.

Item 11: General Report on Finance and Administration Activities – Staff gave an update of the CALWAP Arrearages program and stated that the Agency will receive \$251,000 in funds from the State, allowing the Agency to apply approximately \$244,000 to customer accounts. Staff also reported that due to changing market conditions, the Agency can sell the 2020B securities in the escrow accounts and purchase new securities. The difference between the price of the existing securities being sold and the new securities being purchased is expected to generate between \$700,000 - \$800,000, depending on market conditions. The funds must be expended as quickly as possible on capital project costs.

Item 10: Adjournment – The meeting was adjourned at 7:57 PM.

The meeting recording is available on the SCV Water Website or by clicking the following link:
<https://www.yourscvwater.com/sites/default/files/2024-03/March%2018%2C%202024%20F%26A%20meeting%20recording.mp3>

RP


Attachment

M65



Date: March 11, 2024

To: **Finance and Administration Committee**
Ken Petersen, Chair
Kathye Armitage
Ed Colley
Maria Gutzeit

From: Rochelle Patterson 
Chief Financial and Administrative Officer

The **Finance and Administration Committee** is scheduled for **Monday, March 18, 2024 at 5:30 PM** at **26521 Summit Circle, Santa Clarita, CA 91350 in the Engineering Services Section Board Room and the teleconference site listed below.** Members of the public may attend in person or virtually. To attend this meeting virtually, please see below.

IMPORTANT NOTICES

This meeting will be conducted in person at the address listed above. As a convenience to the public, members of the public may also participate virtually by using the **Agency's Call-In Number 1-(833)-568-8864, Webinar ID: 161 403 0669 or Zoom Webinar by clicking on the link <https://scvwa.zoomgov.com/j/1614030669>**. Any member of the public may listen to the meeting or make comments to the Committee using the call-in number or Zoom Webinar link above. However, in the event there is a disruption of service which prevents the Agency from broadcasting the meeting to members of the public using either the call-in option or internet-based service, this meeting will not be postponed or rescheduled but will continue without remote participation. The remote participation option is being provided as a convenience to the public and is not required. Members of the public are welcome to attend the meeting in person.

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MEETING AGENDA

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<u>ITEM</u>	<u>PAGE</u>
3. * Recommend Approval of an Exemption for Projects Included in the 2024 WIFIA Master Agreement Financing from the Retail Debt Threshold	7
4. * Recommend Approval for General Manager to Authorize a Change Order for the Chiller Replacement Project	11
5. * Recommend Approval of a Revised Classification Plan, Position Control and Job Descriptions	15
6. * Recommend Approval of a Revised Capitalization Policy for Fixed Assets	53
7. Technology Update	
8. * Recommend Receiving and Filing of January 2024 Monthly Financial Report	63
January 2024 Check Register Link: https://www.yourscvwater.com/sites/default/files/SCVWA/departments/finance/check-registers/Check-Register-January-2024_0.pdf	
9. * Committee Planning Calendar	91
10. Requests for Future Agenda Items	
11. General Report on Finance and Administration Activities	
12. Adjournment	
* Indicates attachments	
◆ To be distributed	

NOTICES:

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning **Erika Dill, Management Analyst II** at (661) 297-1600, or writing to SCV Water at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available for public inspection at SCV Water, located at 27234 Bouquet Canyon Road, Santa Clarita, California 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at <http://www.yourscvwater.com>.

Posted on March 12, 2024.

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BOARD MEMORANDUM

DATE: March 18, 2024
TO: Board of Directors
FROM: Courtney Mael *CM*
 Chief Engineer
SUBJECT: Engineering Services Section Report

CAPITAL IMPROVEMENT PROJECTS (CIP) CONSTRUCTION

Project	Contractor	Contract Amount	Scheduled Completion	Notes
Bridgeport Pocket Park	C.S. Legacy Construction, Inc.	\$373,148	1/31/2024	Construction is complete. Project closeout is in progress.
Vista Canyon Recycled Water Main Extension (Phase 2B)	Ferreira Construction Co., Inc.	\$2,773,273	3/29/2024	Project is complete, and pipelines are in operation. Project closeout is in progress.
Santa Clara & Honby Wells - Site Construction	Pacific Hydrotech Corporation	\$9,304,324	4/30/2024	Construction is 86% complete.
Santa Clara & Honby Wells PFAS Groundwater Treatment Improvements Material Purchase	Aqueous Vets	\$814,050	4/30/2024	Materials have been delivered to the site.
ESFP Washwater Return Improvements	Pacific Hydrotech Corporation	\$18,599,838	4/30/2024	Construction is 93% complete.
Magic Mountain Pipeline Phase 4	FivePoint/Toro Enterprises	\$3,297,014	6/30/2024	Construction is 99% complete.
Magic Mountain Pipeline Phase 5	FivePoint/Toro Enterprises	\$3,175,117	6/30/2024	Construction is 99% complete.

Project	Contractor	Contract Amount	Scheduled Completion	Notes
Magic Mountain Pipeline Phase 6A	FivePoint/Toro Enterprises	\$7,168,845	6/30/2024	Construction is 92% complete.
Magic Mountain Pipeline Phase 6B	FivePoint/Leatherwood Construction	\$4,568,687	6/30/2024	Construction is 99% complete.
Dickason Drive Water Line Improvements	J. Vega Engineering, Inc.	\$1,909,511	5/01/2024	Construction is 80% complete.
Pitchess Pipeline Modifications	LA County Metropolitan Transportation Authority	\$159,000	6/30/2024	Potholing of the pipeline was conducted on June 5, 2023.
Saugus #3 & #4 Wells Construction (Replacement Wells)	Zim Industries, Inc.	\$12,751,494	7/19/2024	Construction is 75% complete.
Deane Tank (concrete) at Nimbus Way	Pacific Hydrotech Corporation	\$3,140,010 (SCV Water Fair Share)	7/23/2024	Concrete tank/roof are installed. Construction is 75% complete. Contractor is installing piping and appurtenances.
Deane Pump Station at Sand Canyon Plaza	Pacific Hydrotech Corporation	\$1,969,954 (SCV Water Fair Share)	8/01/2024	30% complete Booster Station Building in progress.
RVWTP Diesel UST Replacement	Fleming Environmental, Inc	\$1,388,771	8/01/2024	Construction submittals are in progress.
Deane Pump Station at Skyline Ranch Road	Pacific Hydrotech Corporation	\$388,799 (SCV Water Fair Share)	11/26/2024	Pump building is installed. Construction is 30% complete.
Well 201 VOC Treatment Improvements	Pacific Hydrotech Corporation	\$7,726,700	2/01/2025	Construction is 33% complete.

CAPITAL IMPROVEMENT PROJECTS (CIP) PLANNING AND DESIGN

1. Backcountry (fka Magic Mountain) Pump Station – The Board of Directors adopted the Addendum to the Mission Village Environmental Impact Report (EIR) and the Mitigation Monitoring and Reporting Program, approved the Backcountry Pump Station project, and authorized final design services on March 7, 2023. Design is in progress. Additional California Environmental Quality Act (CEQA) analysis is being performed to allow flexibility in design. National Environmental Policy Act (NEPA) analysis is in progress. Constructability review is in progress.
2. Backcountry (fka Magic Mountain) Reservoir – The Board of Directors adopted the Addendum to the Mission Village EIR and the Mitigation Monitoring and Reporting Program, approved the Backcountry Reservoir project, and authorized final design services on March 7, 2023. The pipeline is within the public right-of-way and Pump Station Improvements are being designed as separate plan sets. Design is in progress.
3. Castaic Conduit Bypass Pipeline – Design is 90% complete. Permits are being secured for the project.
4. Catala Pump Station and Pipelines – Planning is in progress.
5. Deane Tank @ Sand Canyon Plaza (Construction in Progress (CIP) is SCV Water Fair Share) – Project has been placed on hold due to construction bids being significantly higher than engineering estimates. Staff are exploring alternative options for new tank site.
6. Foothill Feeder Service Connection CLWA-01/01T Pipe Repair – Metropolitan Water District of Southern California (MWDSC) is performing the planning and design of the pipe repair improvements. Staff met with MWDSC staff on May 4, 2023, at the site to review site conditions.
7. Honby Parallel Pipeline Phase 2 – The Board of Directors adopted the Addendum to the EIR on June 1, 2021. Design is in progress and staff is securing permits from the California Department of Fish and Wildlife and the Los Angeles Regional Water Quality Control Board.
8. Honby Tank Pipeline Bottleneck – The Board of Directors adopted the final mitigated negative declaration and mitigation monitoring reporting program and approved final design services at the January 16, 2024 Board meeting. Final design is in progress.
9. Master Plan – The Master Plan update was presented at the March 7, 2024 Engineering & Operations Committee meeting. Planning is in progress.
10. Newhall Wells (N11, N12, N13) Groundwater Treatment Improvements – Planning is complete. CEQA and NEPA evaluations are in progress. Request to authorize final design services is scheduled to be presented at the April Engineering & Operations Committee meeting.

11. Per- and Polyfluoroalkyl Substances (PFAS) Groundwater Treatment Improvements: Clark Well – Planning is in progress.
12. PFAS Groundwater Treatment Improvements: E Wells (E-14, E-15, E-16, and E-17) – Planning is complete. CEQA and NEPA evaluations are in progress.
13. PFAS Groundwater Treatment Improvements: Lost Canyon 2, Lost Canyon 2A, and Sand Canyon 2, and Mitchell 5B Wells – Planning is in progress.
14. PFAS Groundwater Treatment Improvements: North Oaks Central, North Oaks East, and Sierra Wells – Planning is in progress.
15. PFAS Groundwater Treatment Improvements: Wells 206 and 207 – Planning is in progress.
16. PFAS Groundwater Treatment Improvements: Well D – Planning is in progress.
17. PFAS Groundwater Treatment Improvements: Wells W9 and W10 – Planning is in progress.
18. Pipeline Inspection: Castaic Conduit Pipeline Reaches 3 & 4 – Planning is in progress.
19. Pipeline Inspection: Magic Mountain Parkway (MMP) Inspection Access Modifications – Final design is in progress.
20. Pipeline Replacement: Abdale St, Maplebay Ct, & Beachgrove Ct Pipelines – Final design is in progress.
21. Pipeline Replacement: Bouquet Tank & Tank #3 Pipelines – The planning and design services proposals have been evaluated. The planning services are anticipated to start in April 2024.
22. Pipeline Replacement: McBean Parkway – Final design is in progress.
23. Pipeline Replacement: MMP & The Old Road Recycled Water Relocation – Planning is in progress.
24. Pipeline Replacement: Newhall Ranch Road (West of Avenue Tibbitts) – Planning is in progress.
25. Pipeline Replacement: Rio Vista Water Treatment Plant (RVWTP) Sewer Line – CEQA and NEPA evaluations are in progress.
26. Pipeline Replacement: Sand Canyon Sewer Line – CEQA and NEPA evaluations are in progress.
27. Pipeline Replacement: Smyth Drive Pipeline – The project is being advertised for construction bids on PlanetBids. The bids are due by 2:00 pm on March 27, 2024.
28. Pipeline Replacement: The Old Road Pipeline (McBean Pkwy to Pico Canyon Rd) – The planning and design services proposals are being evaluated.

29. Pipeline Replacement: Valencia Marketplace Pipeline – Final design is in progress.
30. Recycled Water Fill Station – Planning and land acquisition are in progress.
31. Recycled Water South End (Phase 2C) – Newhall County Water District, as the CEQA Lead Agency, certified the recirculated MND on August 10, 2017. The project Mitigated Negative Declaration/Initial Study was adopted by the CLWA Board of Directors on August 23, 2017. Grant application for Proposition 1 Grant was submitted the week of December 2, 2019. The Board of Directors adopted the Addendum to the MND on June 1, 2021, and authorized additional design services on August 3, 2021. NEPA evaluation is complete. The project is being advertised for construction bids on PlanetBids. The bids are due by 2:00 pm on March 20, 2024.
32. Replacement Wells (Saugus Wells 3 and 4: Site and Equipment Design) – Final design is in progress.
33. RVWTP Mechanical Shop and Access Road Paving – Planning is in progress. On February 28, 2024, two proposals for planning and design services were submitted and staff is evaluating the proposals.
34. RVWTP Turbidity Improvements – Planning is in progress.
35. S Wells PFAS Groundwater Treatment and Disinfection Facility – 60% plans in progress. Staff is preparing several applications for additional potential grant funding opportunities.
36. Sand Canyon Reservoir Expansion – Planning is nearing completion. Consultant is working on the 30% design plans for a 7 million gallon (MG) rectangular cast-in-place concrete reservoir.
37. Sierra Highway Bridge Expansion Water Pipelines Protection – Final design is in progress. The agreement with the City of Santa Clarita to advertise and construct the SCV Water Pipelines Protection and Installation work has been executed. The City of Santa Clarita is tentatively planning to advertise for construction around March 2025.
38. T7, U4, and U6 Wells PFAS Groundwater Treatment Improvements, New Rio Vista Intake Pump Station (RVIPS) Disinfection Facility, and Saugus 1 and 2 Volatile Organic Compounds (VOC) Improvements – 100% plans and specification completed. Project has been advertised for public contractor bid on PlanetBids.
39. Well 205 Perchlorate Treatment Improvements – The project is being advertised for construction bids on PlanetBids. The bids are due by 2:00 pm on May 1, 2024.

DEVELOPMENT PROJECTS – DESIGN, CONSTRUCTION, AND INSPECTION

Project Developer	Development Size	Infrastructure (Estimated at Build-out)	Schedule	Status
Aidlin Hills (Tract 52796) Lennar	102 Dwelling Units	2 tanks, 1 pump station, ±7,670' of potable pipelines, and 9 public fire hydrants.	TBD	Water pipeline plans have been approved. 95% Tank and Booster Station plans in review.. 60% Disinfection Building Plans have been reviewed.
College of the Canyons (COC)	New Parking Structure for Valencia Campus	Relocation of 16" water line (approximately 1,015').	Construction is complete and pipeline is in operation.	Project closeout is in progress.
Dockweiler	93 Single Family Units	1,400' of offsite pipeline, 3,600 feet of onsite pipeline.	Construction is complete.	Closeout and Notice of Completion are in process.
Landmark Village (Tract 53108) FivePoint	1444 Dwelling Units	3.5 miles of piping, pressure reducing station, 2MG Zone IA Tank, and 2 Hwy 126 crossings.	TBD	Design is on hold.

Project Developer	Development Size	Infrastructure (Estimated at Build-out)	Schedule	Status
Mission Village (FivePoint)	4055 Dwelling Units	11.5 miles of new pipeline, 1 pressure reducing station (Telemark (formerly Petersen), 2 booster stations (Telemark (formerly Petersen) potable & recycled). 1 booster station upgrade (Magic Mtn.), and 3 tanks (Telemark (formerly Petersen) potable & recycled tanks and Magic Mtn. Tank No. 2 potable).	Telemark (formerly Petersen) Tanks and Booster Stations design to be complete by April 2024.	<p>Design: To date, a total of 52 potable/recycled distribution pipeline designs have been approved for construction. Telemark (formerly Petersen) potable and recycled water booster stations are 100% complete. Telemark Tanks at 90% complete. Phase 3B, 2B-1, 2B-2 water distribution pipeline plan sets are under review.</p> <p>Construction: Phases 1A, 1B, 1C, 1D, and in-tract potable water pipelines are completed, and recycled water pipelines are 90% complete. Well 206/207 pipe relocation project is 75% complete. Magic Mountain Booster Station Upgrades are complete. Retaining wall at Magic Mountain Tank No. 2 site is 80% complete. Notices of Completion are being executed for projects.</p> <p>On-site recycled water irrigation plan review/construction in progress.</p>

Project Developer	Development Size	Infrastructure (Estimated at Build-out)	Schedule	Status
Needham Ranch Trammell Crow Co.	2,550,000 Square Feet Industrial and Commercial	4 miles of pipelines, 1 pump station, 2 tanks, 1 disinfection building, and 2 pressure reducing stations.	Phase 1 construction is substantially complete. Phase 2 Construction is substantially complete. Tank 7 and 7A is complete. Disinfection Building and Pump Station upgrades to be complete by January 2024.	Construction: Tank 7A is complete. Pine Street Pipeline is complete. Design: Installation of 3 rd Pump at Needham Booster Station substantially complete. Chemical building is under construction (80% complete).
Saddle Peak Canyon (Tick Canyon)	548 single family units	2 tanks, 1 pump station, 6.3 miles of pipeline.	TBD	30% pipeline, tank and pump station plans have been reviewed by SCV Water.
Sand Canyon Plaza	129 Single Family Units, 451 Multi-Family Units, 140 Bed Senior Living, Commercial	1 pump station, 1,700' of onsite pipeline, and 8,500' of pipeline.	Developer has commenced mass grading at the site. Offsite Pipeline and New Sand Canyon Plaza Pump Station to start construction in August 2023.	Offsite pipeline and pump station is under construction. Final In-Tract plans approved and signed.
Sheriff Station City of Santa Clarita	44,300 Square Feet	1 mile of pipeline.	Construction is complete with crossing over Los Angeles Department of Water and Power (LADWP) aqueduct.	Staff are preparing design to adjust alignment of pipeline crossing under the bike path. Construction is planned for fall 2024 using SCV Water staff.

Project Developer	Development Size	Infrastructure (Estimated at Build-out)	Schedule	Status
Spring Canyon (Tract 48086)	492 Dwelling Units	1 tank, 1 pump station, and 1 pressure reducing valve, Mammoth Lane upgrades and lift station upgrades.	Mammoth Lane upgrades must be complete prior to commencement of development.	Design plans for in-tract pipelines, tanks and pump station were approved and issued in July 2020. Staff is working with developer and consultant to address County standards for sewer lift station upgrades to transfer ownership to the City of Santa Clarita. Review and comments provided on 1 st draft Memorandum of Understanding (MOU) between SCV Water and the City for transfer of sewer lift station facility.
Skyline Ranch TriPointe (Tract 60922)	1220 Dwelling Units	17 miles of pipelines, 3 pump stations, and 4 tanks.	Phase 1 pipelines, pump station and tanks are online. Phase 2 Deane pump station and Nimbus/Deane tank are in construction for completion by summer 2024. Phase 3 Skyline Pump Station and Disinfection to be constructed by spring 2025.	Staff is reviewing 90% plans for disinfection facility and Skyline Pump Station.
Tesoro Highlands	696 Single Family Units, 9 Multi-Family Units, 2 acres of Commercial	2 tanks, 1 pump station, and 64,000' of pipeline.	Phase 1 and Phase 2 Pipeline substantially complete. Tesoro 3 Tanks to be completed by August 2023. Zone 3 pump station to be completed by February 2024.	Tanks 3/3A are substantially completed. Phase 3-6 water pipelines are substantially completed and operational. Pump station construction is in progress (80% complete-awaiting electrical panels). Phase 7, 8 and 14B plans are approved.

Project Developer	Development Size	Infrastructure (Estimated at Build-out)	Schedule	Status
Vista Canyon (Tract 69164) JSB Development	1100 Dwelling Units	5 miles of potable and recycled pipelines.	Construction of Phase 1 Potable and Recycled Water Systems are complete. Construction of Phase 2 systems are complete except for final tie-ins.	Developer to submit schedule to construct final tie-ins for potable system. Purchase agreement with City for recycled water supply. Service of recycled water has been executed. Recycled service will start pending final approval by DDW and RWQCB.

RIGHT OF WAY – CELL SITES

1. Bouquet Tank Site – T-Mobile has constructed fences around sector antennas. Carrier is also working on plans to install an emergency generator at this location. SCV Water has received a deposit of \$10,000 and is waiting on reviewed plans to be updated by T-Mobile.
2. Commerce Center Tank Site – AT&T has identified this location as a potential new cell site. SCV Water has received a deposit of \$10,000 and is reviewing plans.
3. Dockweiler (Newhall) Tank 2 Site – SCV Water is waiting on T-Mobile carrier plans to relocate decommissioned Sprint equipment off the tank due to T-Mobile's acquisition of Sprint. AT&T is currently in the process of relocating from this site. T-Mobile has identified to upgrade fiber within existing lease area. SCV Water is drafting a deposit agreement for this modification.
4. Garnet Canyon Tank Site – Verizon has requested access on existing SCV Water easement to install a new wireless facility on adjacent Southern California Edison towers. SCV Water is drafting a deposit agreement.
5. Keaton (Honby) Tank Site – T-Mobile has identified this existing site for upgrades. SCV Water is working with carrier on deposit letter and review of plans. DISH Wireless has identified this location as a potential new cell site. SCV Water has received a deposit of \$10,000 and is reviewing plans.
6. Live Oaks Tank Site – AT&T has identified this location as a potential new cell site. SCV Water has received a deposit of \$10,000 and is reviewing plans.
7. Mountain Pass (Princess) Tank Site – DISH wireless has identified this location for a potential new location. SCV Water has entered into deposit agreement and is awaiting plans from carrier to review. Verizon has requested to expand the current facility. SCV Water is drafting a deposit agreement and awaiting plans from carrier location manager American Tower.
8. Pamplico (Catala) Tank Site – DISH Wireless has identified this location as a potential new cell site. SCV Water has received a deposit of \$10,000 and is reviewing plans. AT&T has also identified this location as a potential new site. SCV Water is working with carrier on deposit letter. T-Mobile has identified this existing site for upgrades. SCV Water has received a deposit of \$10,000 and is reviewing plans.
9. Ridge Route (Castaic) Tank 1A – Verizon is near completion of new wireless facility.
10. Vineyard Tank Site – Tower Co has identified this location for a potential new wireless facility. SCV Water is drafting a deposit agreement.
11. Whites Canyon (Skyblue) Tank Site – On January 16, 2024, the Board approved an item for SCV Water to enter into a license agreement with Verizon to resolve access issues.

CAPITAL IMPROVEMENT PROJECTS (CIP) MISCELLANEOUS

- Fire Flow – In February 2024, staff issued 19 fire flow requests.

FACILITY CAPACITY FEES (FCFs) AND CONNECTION FEES

Month	Regional	Distribution	Total
July 2023	\$367,333	\$8,870	\$376,203
August 2023	\$588,778	\$62,844	\$651,622
September 2023	\$1,186,791	\$24,243	\$1,211,034
October 2023	\$123,565	\$21,288	\$144,853
November 2023	\$220,774	\$15,336	\$236,110
December 2023	\$703,880	\$134,986	\$838,866
January 2024	\$1,185,872	\$103,458	\$1,289,330
February 2024	\$497,433	\$140,978	\$638,411
FY 2023/24 to Date	\$4,874,426	\$521,003	\$5,386,429
FY 2023/24 Budget	\$1,886,000	\$368,000	\$2,254,000

M65



BOARD MEMORANDUM

DATE: March 18, 2024
TO: Board of Directors
FROM: Rochelle Patterson *RP*
Chief Financial and Administrative Officer
SUBJECT: Finance, Administration, and Information Technology Services Section Report

FINANCE & ADMINISTRATION (F&A)

Key Accomplishments/Activities:

Staff worked with the Human Resources Department to revise and present several Employee Manual policies to the Finance and Administration (F&A) Committee, and will seek final approval at the March 19, 2024 regular Board meeting.

Staff presented annual Consumer Price Index (CPI) and Employment Cost Index (ECI) data to the F&A Committee, who reviewed it and unanimously selected a 4% cost of living adjustment (COLA) for all employees (except the General Manager) for Fiscal Year (FY) 2024/25. Final approval is set for the March 19, 2024 regular Board meeting.

Staff has fully implemented the new P-Cards with CALCards and distributed the new P-cards to staff.

Staff received and is distributing published copies of the Agency's FY 2022/23 Annual Comprehensive Financial Report (ACFR).

Significant Upcoming Items:

Staff is preparing for the upcoming budget cycle for the second year of the Agency's third biennial Budget (FY 2024/25).

Staff will be managing the Agency's interim FY 2023/24 audit, working with external auditors, Lance, Soll, and Lunghard, (LSL) CPAs. Interim audit to begin the week of April 29, 2024.

Payroll staff are currently coordinating compensation for nine Leave of Absences (LOA) cases, including coordination of payroll with the Family and Medical Leave Act (FMLA) and California State Disability Insurance (SDI) benefits.

Ongoing: Staff, following Grant Management Policy and Procedures, and specific EPA (Environmental Protection Agency) WIFIA (Water Infrastructure Finance and Innovation Act) requirements, continue to receive training on processes and workflows to ensure the Agency will comply with federal single audit requirements. SCV Water will be subject to a Single Audit for the fiscal year ending June 30, 2024. This is an audit to confirm that the Agency is complying with federal laws and grant requirements. This protects the Agency's eligibility to receive ongoing federal funding.

Ongoing: Staff continue to increase the efficiency of the Project Financial Management module, working with Engineering, Operations and Water Resources.

Ongoing: Staff continue to review and approve Certificates of Insurance (COIs), ensuring that insurance limits conform with the Agency's insurance requirements.

Ongoing: Staff continue to assist with training in Oracle's procurement module with applications such as requisitions, purchase orders and contract agreements.

CUSTOMER SERVICE

Key Accomplishments/Activities:

Staff continue to work with Smartworks and Systems & Software (S&S) on the Smartworks Meter Data Management System (MDMS) implementation. Functional and Process training is underway and scheduled to continue through mid-April 2024.

Staff contributed to the State Water Board Division of Drinking Water (DDW) 2023 Electronic Annual Report (EAR.)

The online customer portal has been updated to include Google website translation. This feature enables customers to translate portal content to their selected language. This option is available on the login page so it can translate posted bill messages, as well as from within the portal once logged in to an account.

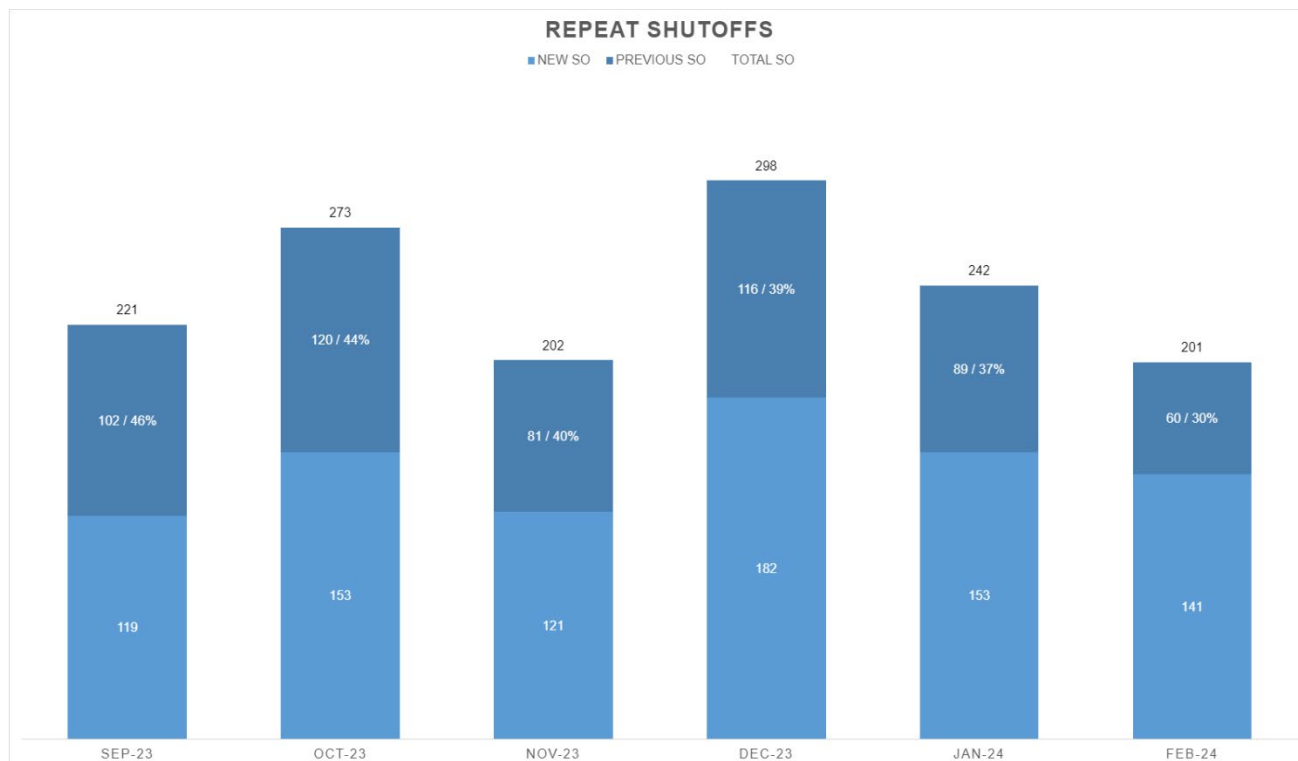
Staff continue to work with the Communications department to market the Agency's Ratepayer Assistance Program (RAP). As of the date this report was prepared, there were 584 active participants.

Staff continue to work with Systems and Software (S&S) to further refine workflows related to the new enQuesta v.6 platform, online customer portal and mobile work order solution.

Staff continue to coordinate with Field Services on the AMI (Advanced Metering Infrastructure) Meter Changeout Program and the communication infrastructure expansion.

Staff continue to work with Operations, Tech Services and Communications on the new lead and copper reporting requirements. Requested modifications to the mobile work order workflow have been completed and deployed to Water Systems staff. All devices have been updated with the new user interface and staff training is complete.

Staff continue to work with customers to avoid disconnection for nonpayment, and if unable to pay, resolve their overdue balances through amortization agreements. Before shutoff, at least two courtesy reminder calls are broadcast to customers subject to disconnection for nonpayment. There were 2,505 accounts subject to disconnection in February 2024. Of those, 739 remained overdue within one week of their scheduled shutoff date and subsequently received one or more courtesy reminder calls. Two hundred one (201) accounts remained unresolved by their scheduled shutoff date and were disconnected for nonpayment.



Significant Upcoming Items:

A series of Smartworks MDMS Functional and Process training workshops are scheduled for staff in the upcoming months. User Approved Testing is scheduled to begin at the end of April 2024. The internal system go-live has been set tentatively for May 28, 2024. Deployment of usage data to the online customer portal for customers with AMI-capable meters will occur in the following months, but no later than the end of December 2024.

Staff is participating in the first cohort of the College of the Canyons (COC) Project Leadership & Management Training Course.

Staff is working with the IT department to configure an additional queue in the Customer Call Center that will be dedicated to Spanish-only callers. Queue recordings are complete. The Spanish queue is scheduled for deployment by May 2024.

As per Resolution SCV-216, the Agency will have a rate increase on July 1, 2024. This increase was approved as part of the current five-year rate case. All customers will be notified through a bill message during the weeks of May 1 through May 22, 2024. The bill message will be posted to the online customer portal login page for customers who receive their bills electronically.

Along with the Water Systems/Quality and Communications teams, staff participated in a kickoff call for the 2024 Consumer Confidence Report (CCR.) Customer Care will execute the customer notification as a bill insert beginning May 22, 2024, coordinate email notifications for paperless customers and manage requests for paper copies of the Report.

Staff is scheduled to attend the upcoming Prevailing Wage and Department of Industrial Relations (DIR) Workshop.

Staff is excited to beta test Conservation's first "Conservation Conversations" pop-up event at Rockefeller at the end of March 2024.

The Agency has successfully executed a non-disclosure agreement with SoCal Gas for a low-income data share. Configuration is underway with IT to support the technical requirements of the Share. Staff is hopeful that the Share will identify customers who are eligible for the Agency's Ratepayer Assistance Program but not enrolled, so staff may conduct direct and targeted outreach.

HUMAN RESOURCES (HR)

Key Accomplishments/Activities:

Staff are currently managing nine (9) LOA cases and administering the FMLA and SDI program benefits to employees on leave.

Staff continues to attend and support the ACWA JPIA's (Association of California Water Agencies Joint Powers Insurance Authority) monthly training sessions, *Hot Java and Hot HR Topics*. The training sessions highlight current topics and trends in the HR field. March 2024's topic is *CA Paid Sick Leave Rules* and will discuss new regulations for managing the changes surrounding California Paid Sick Leave law.

Staff started the implementation of the Human Resources Capital (HCM) Oracle Cloud-based Human Resources system. The kick-off meetings are completed, and staff are attending with the Apps Associates team to design the system in the benefits, recruitment, onboarding, and performance evaluation modules.

Staff is reviewing proposals for the Agency's current voluntary benefits carrier, AFLAC, in order to facilitate and transition the existing policyholders in the new Oracle cloud-based benefits platform. The current AFLAC carrier does not support data integration functionality and will result in continued manual benefit management.

Staff are recruiting for (1) Engineer (Limited Duration), (1) Senior Inspector, (1) Senior Water Resources Planner/Hydrogeologist, (1) Treatment Department Intern, (1) Treatment Plant Operations Supervisor, and (1) Water Systems Technician I.

Staff are onboarding (1) Accounting Technician I, (1) Accounting Technician II, and (1) Utility Operations Supervisor.

Staff completed recruitment for (1) Human Resources Specialist (Limited Duration), (1) GIS Intern, (1) Safety Department Intern, (1) Field Service Worker I (Limited Duration), (3) Utility Operations Technician I, (2) Water Systems Technician I, (1) Customer Service Representative I (Limited Duration), and (1) Treatment Plant Operator I.

Staff are working on gathering data on employee medical coverage to comply with Affordable Care Act (ACA) compliance requirements in March 2024.

Staff has updated various Employee Manual policies and procedures which are awaiting Board approval.

Staff are reviewing the new Prevention of Violence Workplace requirements to create a template and a plan for training employees.

Significant Upcoming Items:

Staff is planning to start the annual performance evaluation process and provide management with the tools to assist them in this process.

Staff is planning to update all Agency job classifications to be uniform and more specific.

Staff is providing training to supervisors and managers on HR topics, such as Internship, Leave of Absences, and Recruitment. Training for supervisors and all employees regarding prevention of sexual harassment is in the planning stages as well.

Staff is planning to develop a soft skills training program for employees. Examples of soft skills are leadership, teamwork, communication, problem-solving, work ethic, flexibility, and interpersonal skills.

Staff plans to survey other agencies and create a list for management/supervisory training.

TECHNOLOGY SERVICES (IT, GIS and OT)

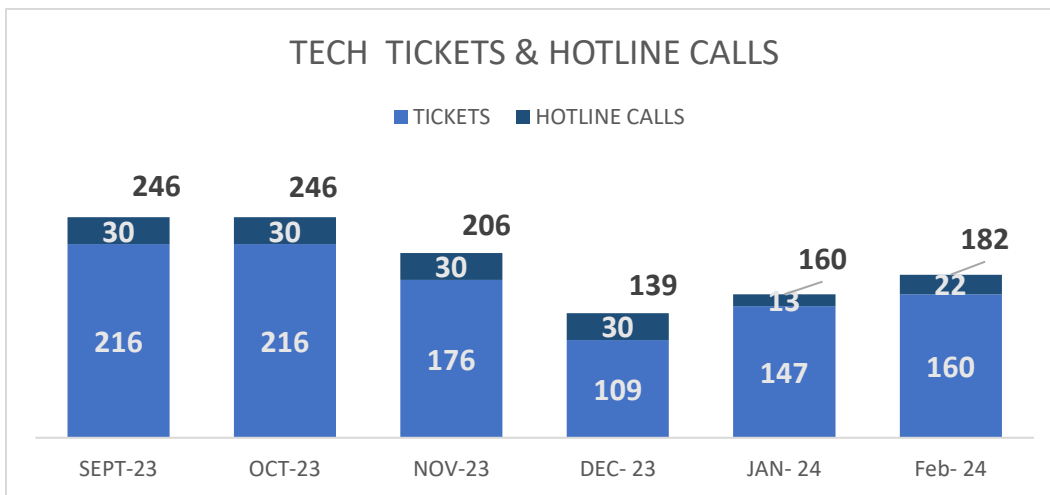
The Information Technology (IT) team supported and assisted Procurement in the transition of the financial procurement process.

The GIS (Geographic Information System) team kicked off the implementation of the utility network model (linear assets) in preparation for the Computerized Maintenance Management System (CMMS).

The GIS team deployed a beta version of a water systems web application and data dashboard that is hosted within SharePoint.

Tech Services completed the installation of an improved data circuit at the Rockefeller office.

Tech Services successfully serviced 160 tickets and fielded 22 hotline calls for February 2024.



Significant Upcoming Items:

Ongoing: The IT team is working with Human Resources on the Agency's HCM project. This will be an ongoing multi-year project.

Ongoing: The Operational Technology (OT) team will be consolidating and moving SCADA (Supervisory Control and Data Acquisition) servers to a different platform which will lead to improved performance and security.

Ongoing: The OT team is in the process of planning and configuring SCADA data center upgrades and expansion.

Ongoing: The GIS team will be cross-training employees from various departments on survey GPS (Global Positioning System) technology.

Ongoing: Tech Services is supporting a project with Customer Care and their contractor to deploy and configure a new meter data management system.

Ongoing: The GIS team is working on integrating GIS with the Agency's Customer Information System (CIS) for a self-serve water consumption data extraction web application for internal Agency use and is hosted in SharePoint.

Ongoing: The IT team is moving business file servers from on-premises to the cloud. This will streamline the management of remote devices.

FLEET AND WAREHOUSE

Key Accomplishments/Activities:

Ongoing: Staff continue to work on maintenance and repairs of vehicles and equipment.

Staff participated in the third California Air Resources Board (CARB) Truck Regulation Implementation Group (TRIG) meeting.

- CARB staff confirmed they will begin the rule making process to amend the Advanced Clean Fleets (ACF) regulation; however, they did not provide a timeline or describe what impact, if any, AB1594 would have on the regulation.
 - In the meantime, AB1594 will have no impact on how CARB implements ACF.
- CARB has delayed enforcement of ACF reporting and registration requirements for private fleets pending approval of an EPA waiver. However, all the ACF requirements are still in full effect for state and government fleets.
- During the meeting, TRIG members also discussed what steps CARB should take to improve communication with fleets.

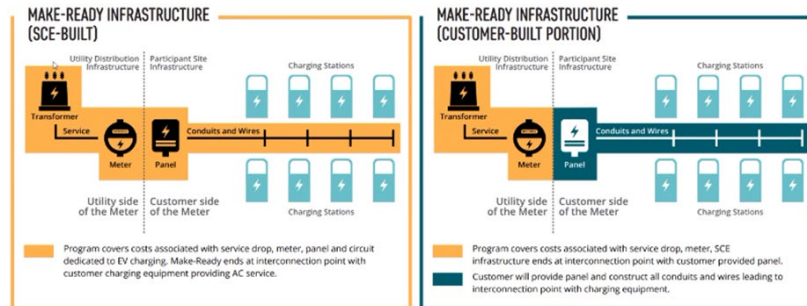
Staff tested an e-generator and portable Direct Current Fast Charging (DCFC) electric vehicle (EV) charger. This type of equipment offers rapid charging to electric vehicles.

Staff placed one new vehicle into service.

Staff is working with Southern California Edison to install EV chargers at Summit Circle.

- Edison’s Charge Ready Program helps fleets install EV chargers at their facilities. Edison can build most of the infrastructure needed or it can reimburse fleets for some of the costs.

FIGURE 18 Charge Ready Transport program - infrastructure delineation.



Significant Upcoming Items:

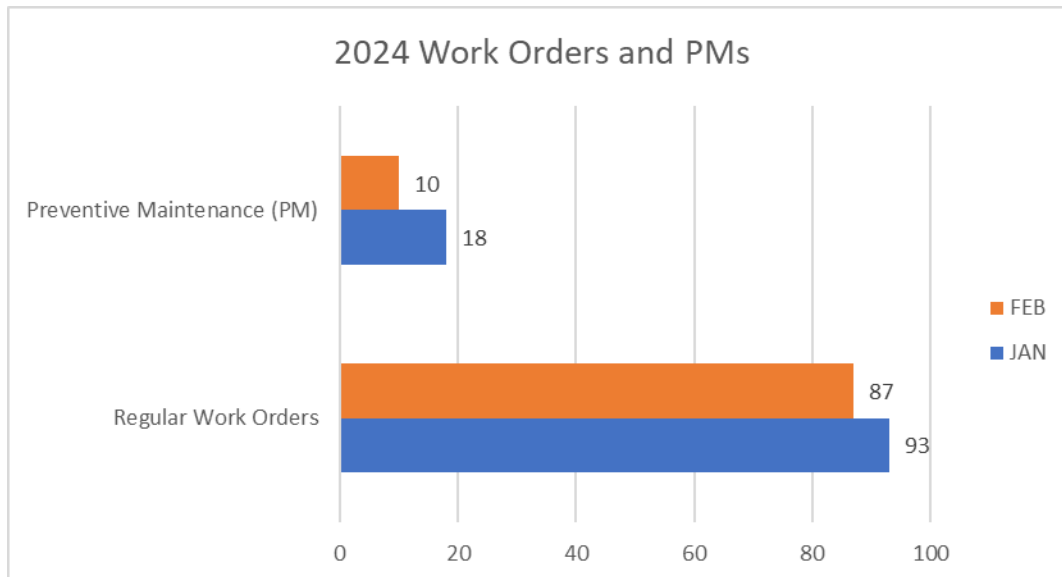
Staff continue to review grant options to apply for grants for EV charging stations.

Staff are continuing to analyze Agency surplus vehicles and equipment for auction.

BUILDINGS AND GROUNDS (B&G)

Key Accomplishments/Activities:

Facilities Department completed 87 work orders (WO) and performed 10 preventive maintenance (PM) work orders for the SCV sites in February 2024.



Staff assisted in the completion of testing UPS backup systems during the scheduled SCE (Southern California Edison) electric power outages for the second week of March 2024.

Significant Upcoming Items:

The chiller replacement at Rio Vista is scheduled to be replaced in late March 2024.

B&G is working with the Sustainability Department to coordinate weed abatement at the Summit Circle location.

Staff is working on lighting upgrades (LED lights) for the warehouse at Pine Street, as well as for offices and common areas at Rockefeller. Project completion is at 95%.

B&G is waiting for parts from the Safety department to assist them on this project to bring eyewash stations to compliance. This project sits at 10% completion.

New fencing is being installed in the parking area of the Rockefeller site to enhance security around the perimeter of the site. This project to start second week of March 2024. Project started and in progress.

Staff is working with a contractor to remedy roof leaks in various locations including Pine St., Rockefeller and Summit Circle. Projects sit at 75% and will continue to work for the month of March 2024.

Staff is gathering weed abatement and rodent control quotations for solar fields at Rio Vista. This is in progress and will be completed by end of March 2024.

Ongoing: Staff will be teaming up with the Sustainability team to work on Bridgeport and Rockefeller gardens. Staff is working with contractors to implement landscaping recommendations.

Staff will be working with the IT and Communications team to set up new employee badges and replace fobs. Project slated to start April 2024.

RP

M65



BOARD MEMORANDUM

DATE: March 11, 2024

TO: Board of Directors

FROM: Keith Abercrombie *KA*
Chief Operating Officer

SUBJECT: Treatment, Distribution, Operations and Maintenance Section Report

The Treatment, Distribution, Operations and Maintenance Section (TDOMS) provides reliable and high-quality water through rigorous preventative maintenance programs and timely response to corrective action maintenance. Routine inspections and maintenance of each facility is part of the overarching goal of TDOMS. Below is a discussion on these activities for the month of February 2024.

TREATMENT OPERATIONS AND MAINTENANCE

Monthly corrective and preventative maintenance work orders were completed at the following locations:

- Rio Vista Water Treatment Plant (RVWTP)
- Rio Vista Intake Pump Station (RVIPS)
- Earl Schmidt Filtration Plant (ESFP)
- Earl Schmidt Intake Pump Station (ESIPS)
- Saugus Perchlorate Treatment Facility (SPTF)
- Castaic and Pitchess Pipelines
- Recycled Water Pump Station
- Rio Vista Valve Vault No. 1
- Saugus Well 1
- Sand Canyon Reservoir
- Sand Canyon Pump Station (SCPS)

Preventative and Corrective Maintenance Work Order Summary

Work Orders	February 2024	FYTD 2023/24
Corrective Maintenance	29	230
Preventative Maintenance	80	667
Key Action Items Completed:		
<ul style="list-style-type: none"> - RVWTP – Ferric plumbing redone in Chemical Building - RVWTP – Clarifier 7 & 10 Influent Valve Packing - ESFP – Pressure Release Valves installed and recertified - RVIPS – Motor/Pump #1 – Power Correction Cap 		

Work in Progress – Treatment

- SCPS – Pump #3 - Pump/Motor Vibration

Completed Work

- RVWTP – CL Flow Meter Calibrated and in service
- RVWTP – Ferric plumbing redone in Chemical Building

- ESFP – Pressure Release Valves installed and recertified
- RVIPS – Motor/Pump #1 – Power Correction Cap

DISTRIBUTION OPERATIONS AND MAINTENANCE

General operational and maintenance activities include:

- Valve exercising
- Fire hydrant maintenance
- Air and vacuum valve maintenance
- Blow off maintenance
- Meter reading
- Meter change-outs
- Control valve maintenance

Work in Progress

- Vasquez Pipeline – Researching easement
- Begonias Lane – Pipeline work complete, RFP for paving posted to PlanetBids December 14, 2023, bids due on January 18, 2024. Job awarded to R.C. Becker
- Newhall Avenue – Working on RFP’s for surface restoration, traffic loops, saw cutting and traffic control
- Castaic Well 1 Drain Line – Installing drain line pipe as of January 16, 2024
- Beneda Lane – One out of the 4 customers have signed the easement documentation

Completed Work

- N7 and N8 Well Pipeline Replacement
- Hasley Hills Regulator Rebuild

Meter Change-out Summary

NWD

Meter Size	February 2024	Quantity FYTD 2023/24
3/4"	2	36
1"		9
1 1/2"		
2"		

SCWD

Meter Size	February 2024	Quantity FYTD 2023/24
3/4"	13	199
1"	6	38
1 1/2"	3	20
2"		3

VWD

Meter Size	February 2024	Quantity FYTD 2023/24
3/4"	1	82
1"		2
1 1/2"		
2"		2

Distribution System Leak Summary

NWD – Approx. 9,679 Service Connections

Leak Type	February 2024	FYTD 2023/24
Service Leaks	4	11
Main Leaks		1

SCWD – Approx. 31,218 Service Connections

Leak Type	February 2024	FYTD 2023/24
Service Leaks	5	38
Main Leaks	1	4

VWD – Approx. 29,974 Service Connections

Leak Type	February 2024	FYTD 2023/24
Service Leaks	2	39
Main Leaks	1	3

PRODUCTION OPERATIONS AND WATER SYSTEMS

In addition to the general operation and maintenance of the production facilities, there are a variety of other projects within the Production and Water Systems.

Work in Progress

- Cal Arts Booster Station, B64 motor failure – New pump ordered
- Saugus Well 2 Rehab – Approved by SCV Water Board at its regular meeting on October 17, 2023, contract awarded to Weber Water Resources; rehabilitation started on November 27, 2023 work in progress
- Wells N7 and N8 Pump & Motor Improvement – New pump, motor and VFD approved by SCV Water Board at its regular Board meeting on March 22, 2023, equipment on order. VFD specs reviewed by electricians, waiting for final specs
- Olympian (North Oaks) Water Storage Tanks 1 & 4 Tank Coating Project – Remove & replace interior lining and spot repair exterior coating. Approved by SCV Water Board at its regular meeting September 19, 2023. Work commenced on November 8, 2023. Expanded scope approved by SCV Water Board at its regular meeting on February 20, 2024, work in progress
- Tank mixers to be installed at the Olympian (North Oaks) tanks at completion of the Coating Project
- Park Vista (Villa) Booster Station, Rebuild discharge manifold – Designing manifold, to be completed in house
- Newhall Well 13, Install VFD – Discussing upgrades with vendor. VFD specs reviewed by electricians, waiting for final specs
- Beldove (Copper Hill) 2 Water Storage Tank Coating Project – Remove and replace interior lining and spot repair exterior coating, bids received November 2, 2023. Contract awarded by SCV Water Board January 16, 2024 at its regular Board meeting, work to commence late March/early April
- Rainbow Glen Booster Station Upgrade – Pump & motor upgrade for pump run #1, Purchase Order issued, December 2023, lead time approximately 17 weeks
- Purchase of DeNora ClorTec Onsite Sodium Hypochlorite Generation System for the Residual Management System at Lower Heron Tanks, approved by the SCV Water Board at its December 19, 2023 meeting, purchase order issued
- Well N Pump Replacement – Replacement of failed pump at Well N. Downhole video February 9, 2024, soliciting quotes
- Castaic Well 2 Pump/Motor Replacement – Replacement of failed pump/motor at Castaic Well 2. Well survey indicates need for section of column pipe replacement as well, PO's issued to General Pump
- Saugus Well 1 Rehab – RFP posted to PlanetBids on February 29, bids due March 28, 2024

Completed Work

- Newhall Well 12 Improvements – Rebuild pump and replace column pipe, approved by the SCV Water Board at its regular Board meeting on May 16, 2023, work completed. Well back online August 11, 2023

- Mitchell 5B Well Rehab – Pump/motor installed, samples returned high PFOA levels, well voluntarily removed from service June 23, 2023
- North Oaks Booster Rebuild – Repairing leak in pump can, raising discharge side – Completed August 2023

WATER QUALITY

Water Quality Complaints

NWD

Type of Complaint	February 2024	# of Complaints FYTD 2023/24
Hardness		
Odor		2
Taste		
Color		
Air		1
Suspended Solids		
Totals		3

SCWD

Type of Complaint	February 2024	# of Complaints FYTD 2023/24
Hardness		
Odor		
Taste		
Color		3
Air		1
Suspended Solids		1
Totals		5

VWD

Type of Complaint	February 2024	# of Complaints FYTD 2023/24
Hardness		
Odor	2	5
Taste		
Color		2
Air		
Suspended Solids		1
Totals	2	8

Heterotrophic Plate Count Samples

NWD

Total # of HPCs Collected February 2024	# of HPCs Collected FYTD 2023/24
1	5

SCWD

Total # of HPCs Collected February 2024	# of HPCs Collected FYTD 2023/24
2	39

VWD

Total # of HPCs Collected February 2024	# of HPCs Collected FYTD 2023/24
6	23

PERCHLORATE CONTAMINATION PROGRAM MANAGEMENT

As a result of the detection of perchlorate at Well V-201, modifications are being made to the Department of Toxic Substances Control (DTSC) Remedial Action Plan (RAP) and the perchlorate project DDW 97-005 Engineering Report. A perchlorate removal facility has been constructed and a Volatile Organic Chemical (VOC) removal facility is currently being constructed. Resumption of Well V-201 service will occur following receipt of permit from State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW).

In late December 2017, perchlorate was detected at Well V-205 just above the maximum contaminant level for drinking water of 6 ppb. A confirmation sample taken in March 2018 indicated a level of 8.1 ppb. The well was previously taken out of service in 2012. Design of a treatment system for the removal of perchlorate and VOCs is underway.

In May 2019, for the first time since 2005, perchlorate was detected in Alluvial Aquifer Well Q-2 at the maximum contaminant level of 6 µg/L. No drinking water quality standards were violated, but the well was removed immediately from service. Design and construction of treatment system has been completed. The well was returned to service on July 26, 2023.

PFAS

In May 2019, initial sampling for PFAS substances occurred and results were received. One well (Valley Center) exceeded Division of Drinking Water Interim Response Level of 70 ng/L and was shut off. Other wells exceeded the Interim Notification Levels for PFOS and PFOA. This information was presented to the SCV Water Board on June 4, 2019. PFAS sampling for the second quarter was done in August 2019 with results received in September and October 2019. In February 2020, the State Water Resources Control Board Division of Drinking Water issued new response levels; 10 parts per trillion (ppt) for perfluorooctanoic acid (PFOA) and 40 ppt for perfluorooctanesulfonic acid (PFOS.)

SCV Water has taken 25 wells out of service due to PFAS. Three (3) were returned to service in late 2020 (N, N7, N8) with the completion of the first PFAS Treatment System. One (1) additional well (Valley Center) was returned to service in October 2022 with completion of the second PFAS Treatment System.

WATER QUALITY LABORATORY

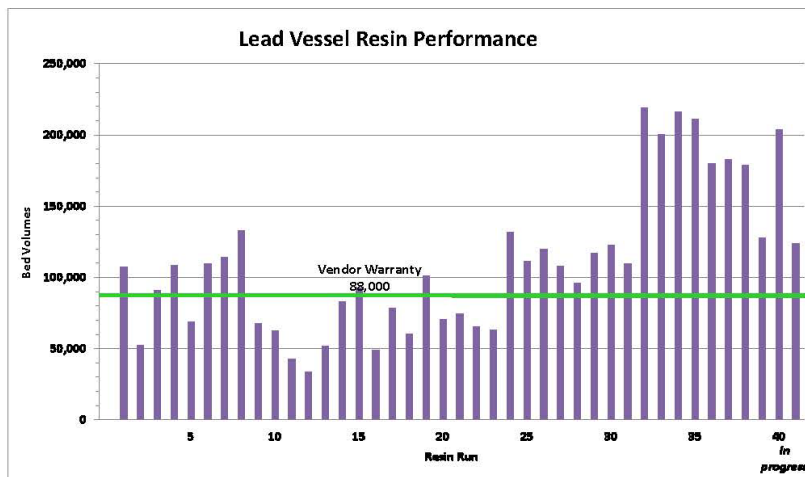
The renewal application with the Environmental Laboratory Accreditation Program (ELAP) has been completed, and the laboratory is certified with the new TNI laboratory regulations beginning on September 30, 2023, with an expiration date of September 30, 2025.

**Saugus Perchlorate Treatment Facility
Resin Usage Summary
Based on Time to Breakthrough**

Resin Run Number	Fill Date	Breakthrough Date*	Days	Volume Treated (Million Gallons)	Volume Treated (Acre-Feet)	Bed Volumes Treated	Replacement Costs	\$/BV	\$/AF	Combined (Lead and Lag)		
										MG	AF	BVs
1	5/3/10	8/25/10	115	253	776	107,310	*	*	*			
2	9/8/10	11/8/10	62	120	368	52,289	\$ 105,728	\$ 2.02	\$ 287	373	1,144	159,599
3	12/10/10	3/26/11	107	239	735	90,841	\$ 115,458	\$ 1.27	\$ 157	359	1,103	143,130
4	5/5/11	8/9/11	97	288	883	108,745	\$ 112,255	\$ 1.03	\$ 127	527	1,618	199,586
5	8/17/11	10/14/11	59	180	554	68,941	\$ 112,255	\$ 1.63	\$ 203	468	1,437	177,686
6	11/6/11	4/10/12	157	288	883	109,850	\$ 112,048	\$ 1.02	\$ 127	468	1,437	178,790
7	4/20/12	7/16/12	88	280	860	113,905	\$ 112,048	\$ 0.98	\$ 130	568	1,743	223,754
8	7/11/12	11/5/12	118	349	1,070	133,044	\$ 112,048	\$ 0.84	\$ 105	629	1,930	246,949
9	11/16/12	1/10/13	56	177	544	67,744	\$ 112,258	\$ 1.66	\$ 206	526	1,614	200,788
10	1/10/13	3/10/13	60	165	505	62,836	\$ 43,567	\$ 0.69	\$ 86	342	1,049	130,579
11	3/19/13	5/4/13	47	112	344	42,769	\$ 118,213	\$ 2.76	\$ 344	276	849	105,605
12	5/8/13	6/15/13	39	95	293	33,577	\$ 141,989	\$ 4.23	\$ 485	207	637	76,346
13	6/10/13	8/20/13	72	179	551	52,099	\$ 118,212	\$ 2.27	\$ 215	275	844	85,676
14	9/12/13	11/30/13	80	217	667	83,031	\$ 118,212	\$ 1.42	\$ 177	397	1,218	135,130
15	11/21/13	2/9/14	81	246	755	92,790	\$ 118,212	\$ 1.27	\$ 157	463	1,422	175,821
16	2/24/14	3/31/14	36	128	393	48,854	\$ 105,494	\$ 2.16	\$ 269	374	1,148	141,644
17	4/28/14	8/8/14	103	205	629	78,423	\$ 105,494	\$ 1.35	\$ 168	333	1,022	127,277
18	8/21/14	12/3/14	105	158	485	60,237	\$ 105,494	\$ 1.75	\$ 218	363	1,114	138,660
19	12/4/14	3/16/15	103	266	816	101,458	\$ 105,494	\$ 1.04	\$ 129	424	1,301	161,695
20	3/17/15	5/28/15	73	184	565	70,380	\$ 105,494	\$ 1.50	\$ 187	450	1,381	171,838
21	5/29/15	8/3/15	67	195	598	74,610	\$ 105,494	\$ 1.41	\$ 176	379	1,163	144,990
22	8/4/15	10/15/15	73	171	525	65,484	\$ 105,494	\$ 1.61	\$ 201	366	1,123	140,094
23	10/16/15	12/8/15	54	165	506	62,988	\$ 105,494	\$ 1.67	\$ 208	336	1,031	128,472
24	12/9/15	3/3/16	114	346	1,062	131,983	\$ 105,494	\$ 0.80	\$ 99	511	1,568	194,971
25	4/1/16	7/7/16	98	291	893	111,167	\$ 105,494	\$ 0.95	\$ 118	637	1,955	243,150
26	7/8/16	10/17/16	102	314	964	119,919	\$ 105,494	\$ 0.88	\$ 109	605	1,857	231,066
27	10/21/16	1/25/17	97	283	869	107,984	\$ 105,494	\$ 0.98	\$ 121	597	1,832	227,903
28	1/26/17	4/18/17	83	252	773	96,192	\$ 105,494	\$ 1.10	\$ 136	535	1,642	204,176
29	4/25/17	8/5/17	103	306	939	116,938	\$ 105,494	\$ 0.90	\$ 112	558	1,713	213,130
30	8/11/17	1/3/18	146	322	988	122,845	\$ 105,494	\$ 0.86	\$ 107	628	1,927	239,783
31	1/16/18	6/9/18	145	289	887	109,395	\$ 105,494	\$ 0.96	\$ 119	611	1,875	232,240
32	6/18/18	12/24/18	190	574	1,762	219,207	\$ 105,494	\$ 0.48	\$ 60	863	2,649	328,602
33	12/13/18	6/10/19	180	525	1,611	200,536	\$ 105,494	\$ 0.53	\$ 65	1,099	3,373	419,743
34	6/11/19	12/30/19	203	566	1,737	216,073	\$ 108,162	\$ 0.50	\$ 62	1,091	3,348	416,609
35	12/18/19	7/8/20	204	552	1,694	211,010	\$ 108,162	\$ 0.51	\$ 64	1,118	3,431	427,083
36	7/9/20	2/6/21	213	471	1,446	179,890	\$ 128,334	\$ 0.71	\$ 89	1,023	3,140	390,900
37	2/16/21	8/30/21	196	477	1,464	182,727	\$ 142,690	\$ 0.78	\$ 97	948	2,910	362,617
38	9/14/21	6/7/22	267	467	1,433	178,539	\$ 159,631	\$ 0.89	\$ 111	944	2,897	361,266
39	6/7/22	11/10/22	157	334	1,025	127,592	\$ 166,915	\$ 1.31	\$ 163	801	2,458	306,131
40	12/6/22	8/14/23	252	533	1,636	203,778	\$ 180,845	\$ 0.89	\$ 111	867	2,661	331,370
41 **	8/15/23	3/6/24	205	325	997	123,952		\$ -	\$ -			
Total			4,807	11,888	36,486	4,541,929	\$ 4,446,134	NA	NA	22,340	68,565	8,524,867
Average			115	289	887	110,449	\$114,003	\$ 1.03	\$ 128.09	559	1,714	213,122

+ Breakthrough defined as Lead Vessel effluent reaching 6 µg/L
* Initial resin delivery was included in construction contract
** Run is currently in progress

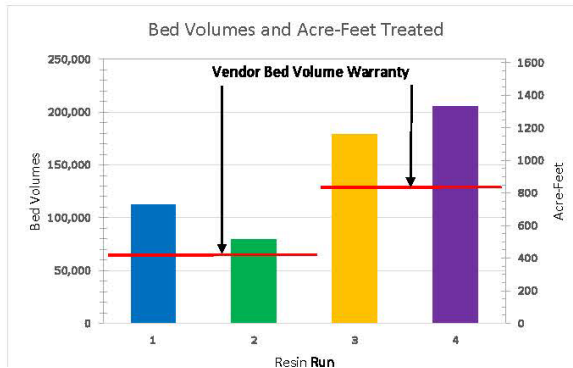
Runs 1-2 had 315 cubic feet of resin
Runs 3-11 had 350 cubic feet of resin + 180 cubic feet of anthracite
Run 12 had 434 cubic feet of resin + 180 cubic feet of anthracite
Runs 13-present had 350 cubic feet of resin + 180 cubic feet of anthracite



V-201 Perchlorate Treatment Facility
Resin Usage Summary
Based on Time to Breakthrough

Resin Run Number	Fill Date	Breakthrough Date	Days	Volume Treated (Million Gallons)	Volume Treated (Acre-Feet)	Bed Volumes Treated	Replacement Costs	\$/BV	\$/AF	Combined (Lead and Law)		
										MG	AF	BVs
1	11/3/2017	4/19/2018	168	297	912	112,498	\$188,355	\$1.67	\$207			
2	5/7/2018	9/17/2018	134	210	644	79,476	\$105,494	\$1.33	\$164	507	1,556	191,973
3	9/24/2018	11/4/2019	407	474	1454	179,465	\$105,494	\$0.59	\$73	684	2,098	258,941
4	11/12/2019	4/21/2021 *	527	544	1670	206,045	\$108,162	-	-	1,018	3,124	385,510
Total				1,236	1,525	4,679	\$507,505			2,209	6,778	836,424
Average				309	381	1,170	\$126,876	\$1.20	\$147.66	736	2,259	278,808

+ Breakthrough defined as Lead Vessel effluent reaching 6 ug/L
Runs 1 & 2 had 353 cubic feet of resin (PRS-2) + 180 cubic feet of anthracite
Runs 3 - present had 353 cubic feet of resin (PRS2 Plus) + 180 cubic feet of anthracite
* The well was turned off at 1:30 pm April 26, 2021.



N Wells PFAS Treatment Facility

Resin Usage Summary
Based on Time to Breakthrough

Train	Resin Run #	Fill Date	Initial Detection Date	Resin Changeout Date	Days Running	Volume Treated (Million Gallons)	Volume Treated (Acre-Feet)	Bed Volumes Treated	Replacement Costs	\$/BV	\$/AF	Unit Price
A	1	9/11/2020	4/27/2022	11/30/2022	810	959	2942	234,207				
B	1	9/10/2020	5/12/2021	9/29/2021	384	433	1330	106,104				
C	1	9/11/2020	9/1/2021	2/2/2022	509	598	1835	146,383				
B	2	9/29/2021	2/16/2022	10/4/2022	370	565	1734	138,317	\$194,041.11	\$1	\$112	\$222.4
C	2	2/2/2022	7/13/2022	1/5/2023	337	516	1584	126,413	\$206,623.57	\$2	\$130	\$224.3
C	3	1/5/2023	4/12/2023	12/12/2023	341	597	1851	146,121	\$244,207.29	\$2	\$133	\$243.8
B	3	10/4/2022	4/12/2023	1/3/2024	456	928	2849	226,754	\$294,667.55	\$1	\$103	\$482.6
A*	2	11/30/2022	5/10/2023	-	456	913	2803	223,083	\$297,369.15	\$1	\$106	\$484.7
C*	4	12/12/2023	-	-	79	103	315	25,054	\$255,132.61	\$10	\$811	\$260.9
B*	4	1/3/2024	-	-	57	69	210	16,753	\$296,771.79	\$18	\$1,410	\$485.0
Total					3799	5,681	17,433	1,389,188	\$1,788,813			
Average					379.9	568	1,743	138,919	\$255,545	\$5	\$401	

Fill Date - The date the vessel is placed into the lead position

Initial Detection Date - Lead Vessel effluent is greater than the MRL of 2 ng/L for PFOA, PFOS, PFBS, & PFHxS

Resin Changeout - Lead Vessel effluent has reached either RL for PFOA: 10ng/L, PFOS: 40ng/L, PFBS: 500ng/L, & PFHxS: 20ng/L

Run 1 - A has 547.3 cubic feet of resin (Evoqua PRS-2 Plus) + 50 cubic feet of anthracite (in each vessel)

Runs 2 - A and 3, 4 - B have 547.3 cubic feet of resin (Evoqua PRS-2 Plus)

Runs 1, 2 - B and 1, 2 - C have 546 cubic feet of resin (Purolite Purofine PFA694E) + 50 cubic feet of anthracite (in each vessel)

Run 3 & 4 - C has 546 cubic feet of resin (Purolite Purofine PFA694E)

* Run is currently in progress

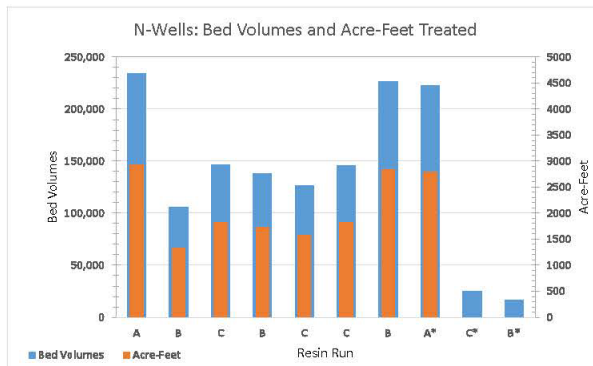
Warranty

Evoqua Run 1 - 130,000 BV

Purolite Run 1 - 130,000 BV

Purolite Run 2 - 100,000 BV

Data through: 2/29/2024



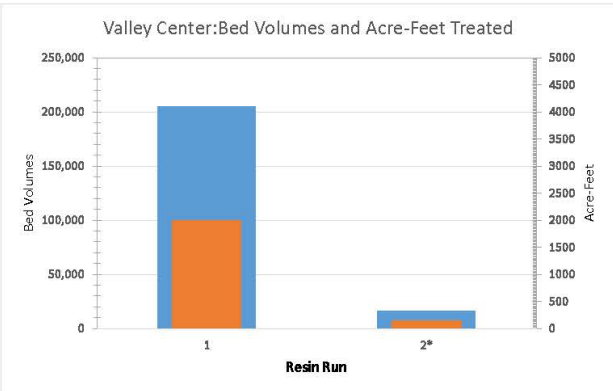
**Valley Center PFAS Treatment Facility
Resin Usage Summary
Based on Time to Breakthrough**

Resin Run #	Fill Date	Initial Detection Date	Resin Changeout Date	Days Running	Volume Treated (Million Gallons)	Volume Treated (Acre-Feet)	Bed Volumes Treated	Replacement Costs	\$/BV	\$/AF
1	8/23/2022	4/12/2023	1/25/2024	520	651	1993	205,252			
2*	1/25/2024	-	-	35	51	155	16,130	\$216,499	\$13.42	\$1,398
Total				555	702	2,148	221,382	\$216,499		
Average				277.5	351	1,074	110,691	\$216,499	\$13	\$1,398

Fill Date - The date the vessel is placed into the lead position
 Initial Detection Date - Lead Vessel effluent is greater than the MRL of 2 ng/L for PFOA, PFOS, PFBS, & PFHxS
 Resin Changeout - Lead Vessel effluent has reached either RL for PFOA: 10ng/L, PFOS: 40ng/L, PFBS: 500ng/L, & PFHxS: 20ng/L
 Vessels have 424 cubic feet of resin (Evoqua PRS-2 Plus)
 * Run is currently in progress

Warranty
 Evoqua Run 1- 130,000 BV

Data through: 2/29/2024



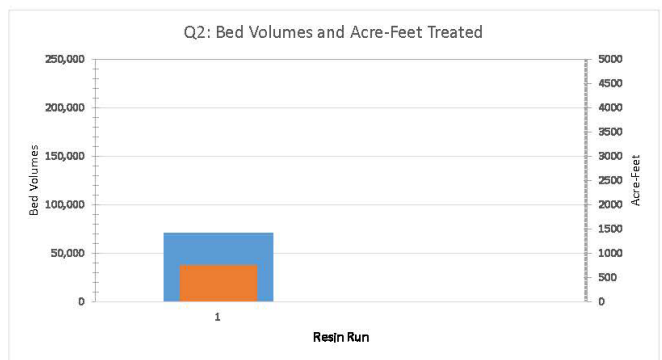
**Q2 PFAS Treatment Facility
Resin Usage Summary
Based on Time to Breakthrough**

Resin Run #	Fill Date	Initial Detection Date	Resin Changeout Date	Days Running	Volume Treated (Million Gallons)	Volume Treated (Acre-Feet)	Bed Volumes Treated	Replacement Costs	\$/BV	\$/AF
1	6/14/2023		-	266	245	748	71,341			
Total				266	245	748	71,341	\$0		
Average				266	245	748	71,341	#DIV/0!	#DIV/0!	#DIV/0!

Fill Date - The date the vessel is placed into the lead position
 Initial Detection Date - Lead Vessel effluent is greater than the MRL of 2 ng/L for PFOA, PFOS, PFBS, & PFHxS
 Resin Changeout - Lead Vessel effluent has reached either RL for PFOA: 10ng/L, PFOS: 40ng/L, PFBS: 500ng/L, & PFHxS: 20ng/L
 Run 1 - has 424 cubic feet of resin (Evoqua PRS-2 Plus)
 * Run is currently in progress

Warranty
 Evoqua Run 1- 130,000 BV

Data through: 3/6/2024



SAFETY/EMERGENCY/RISK MANAGEMENT

A safe and healthy work environment is a critical component to the mission and values of SCV Water. Throughout the reporting month, several routine safety related training, inspections, and various other items were completed. The Safety Department continues to integrate health and safety programs for SCV Water. Some of the items completed and currently in progress are as follows:

Work in Progress

- Ammonia RMP revalidation documents received from consultants. Staff is reviewing and completing the recommended actions and incorporating them into the current RMPs; 5 year submittal due July 2024
- Preparing for Chlorine RMP 3-year Internal Compliance Audit due December 2024
- Review and update Spill Prevention Control and Countermeasure (SPCC) plan for Pine Street
- Revise and update Safety Manual
- Update Agency's Emergency Response Plan (ERP); prepare for 2025 recertification of SCV's Risk and Resilience Assessment and ERP
- Plan Emergency Tabletop Exercise Program
- Reviewing ESFP Emergency Operations Plan

Inspections

- Monthly safety inspections of remote locations and facilities were conducted in February 2024
- UST Monthly Designated Operator inspection took place at Rio Vista in February 2024
- Driving hazard assessment at storm drain near Santa Clara/Honby wells
- Hazardous waste assessment for meter change out at Rockefeller
- Job hazard assessment for clearwell cleaning project at Rio Vista
- Coordinated with Kone Cranes for quarterly inspections

Incident Data

- The Agency had no recordable incidents for the month of February 2024

Safety Training

- Tailgate meetings took place at GT, Pine, Rio Vista, and Rockefeller in February 2024
- New Hire Safety and Emergency Training took place in February 2024
- Two Defensive Driving classes took place in February 2024

Environmental Health and Safety Compliance

- Evaluations and Fit Testing (Annual and New Hire)
- SCV Hearing Conservation Plan revision completed February 2024, annual audiograms for participating staff scheduled March 12-14, 2024
- Evaluating four-gas Detectors for use in Confined Space activities
- Scheduled hazardous waste removal services at various locations
- Prepare for 3-year internal compliance audit for Chlorine RMP
- Annual CERS compliance review, updates and submittals

Safety Committee

- The next Safety Committee meeting will be held on April 10, 2024

M65

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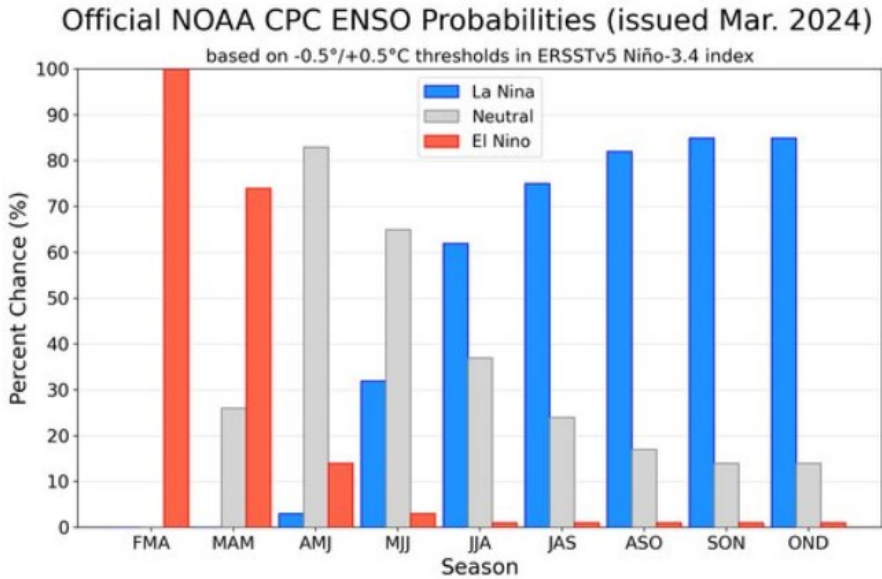
BOARD MEMORANDUM

DATE: March 18, 2024
TO: Board of Directors
FROM: Steve Cole *[Signature]*
 Assistant General Manager
SUBJECT: Water Resources and Outreach Section Report

WATER RESOURCES

2024 Operation Details

- Climate Pattern – The 2024 water year began in an El Niño pattern which has historically brought warmer and wetter conditions to California. The March 2024 NOAA probability updates are shown in the graphic below. A transition from El Niño to ENSO-neutral is likely by April-June 2024 (83% chance), with the odds of La Niña developing by June-August 2024 (62% chance).



- State Water Project (SWP) Allocation – The initial 2024 SWP Table A Allocation began at 10%, released in December 2023 reflecting the dry fall conditions. In February 2024, the allocation was increased to 15%. Since then, the state’s hydrology has continued to improve.
- Demands – Shifting from extremely wet hydrology locally and statewide in water year 2023, to a slow dry start in water year 2024, demands are anticipated to rebound slightly and are estimated at approximately 57,500 AF.

- Banking Program Operations – As of March 2024, there is no activity in banking operations as staff monitors hydrology. Current storage totals below:
 - Semitropic SWRU Balance – 35,840 AF
 - Rosedale-Rio Bravo WSD Balance – 78,820 AF

- Water Exchanges/Transfers –

Staff has requested delivery of the remaining 2,344 AF of return water available through the 2019 AVEK 2:1 exchange with SCV Water. With continued constraints on local groundwater supplies and low SWP allocation, this water will help reduce the need for accessing banked supplies in 2024.

 - Staff are participating in ongoing discussions regarding extension of the Yuba Accord Water Transfer Agreement beyond its current term which expires in 2025.

Groundwater Sustainability Plan (GSP) Implementation

Preparation of SCV-GSAs third annual report has been completed, with SCV-GSA Board consideration and anticipated approval at its March 20, 2024 special Board meeting. The report reviewed 2023 water year conditions, including groundwater basin water levels and other metrics and found the groundwater basin was being operated in a sustainable manner. At the March 20, 2024 SCV-GSA meeting, staff will present informational items about two technical studies, one related to Groundwater Dependent Ecosystem monitoring in the Santa Clara River, and one related to an initial assessment of oak tree health in specific areas of the basin. Neither study concluded that groundwater extraction was creating undesirable results to habitat. We anticipate that technical studies will be repeated in fall 2024.

The Department of Water Resources approved the GSP in January 2024. Consistent with other GSP approvals, it identified “recommended corrective actions” be completed by the GSP 5-year update (January 2027). Staff has reviewed the DWR comment letter in detail and is developing a workplan to update the GSP for SCV-GSA Board consideration at its June 2024 Board meeting. An initial update, however, will be provided to the SCV-GSA Board at its March 20, 2024 meeting. The process to address the recommended corrective actions will include additional technical studies and evaluation, as well as public engagement at key times.

SCV Water is also preparing a well siting study as an initial step for installation of up to 17 groundwater monitoring wells in the basin. The \$4.9M estimated cost of the monitoring well installation effort is reimbursable under a Sustainable Groundwater Management Act (SGMA) Implementation Grant.

Significant Upcoming Items

- Staff is working with WestWater Research to provide an inventory and analysis of water banking, storage, and exchange options to manage future surplus water supplies. Results from this research are anticipated to be completed in May 2024.

- Staff completed the preparation of draft documentation and a draft user-manual to train internal staff on the use of the GoldSim Water Supply Reliability Model. Over the next couple of months, internal staff will review the documentation and go through a self-paced user-manual to learn how to run the model and view and interpret results. Staff is tasked with providing feedback for the improvement of the user-manual.

- Staff continues to work with Woodard and Curran to refine the Online New Drop Database. An expanded reporting feature was completed in December 2023 allowing for additional information to be queried and added to the existing template reports provided on the New Drop portal. Customer service is also conducting a QA/QC process to ensure that every drop is captured in the quarterly reports to the Regional Board. Additionally, staff is developing a training session for the Customer Service team to aid new team members with the New Drop Portal online software. Staff is also compiling the quarterly and annual reports due by the end of March 2024.
- Staff, including SCV Water's IT and Operations staff, have been working with consultants to incorporate groundwater elevation data into a new web-based Data Management System (DMS). Use of this web based DMS allows SCV Water to have more efficient access to up-to-date groundwater elevation plots for the GSP wells including those needed for Groundwater Sustainability Plan compliance. Currently, this new DMS is focused on GSP wells, but a scope of work is currently under development so that the database can be scaled up to include other SCV Water wells. This new DMS is now hosted on SCV Water's servers and will ultimately allow staff to efficiently access data directly, as opposed to sending requests to consultants or other staff members.
- Staff continues to work with counsel to finalize option agreement language for leasing approximately 8,133 acres of Devils Den to Intersect Power for a solar generation project.
- The Sites Reservoir Authority received a response to its water rights application from the State Water Resources Control Board (SWRCB). The Board requested additional information regarding water availability if future Delta Water Quality Control Plans being considered by the SWRCB are enacted. Sites authority has responded and provided additional information as requested. On November 17, 2023, the Sites Project Authority (Sites), as the lead agency under the California Environmental Quality Act, certified the Final Environmental Impact Report (Final EIR) and approved the Sites Reservoir Project (Project). With this certification, Sites will be working to move the project forward through the final planning stages and on to construction. The Final EIR has been challenged in Superior Court by Friends of the River. SCV Water staff is meeting with other South-of- Delta Sites members to improve coordination and information sharing regarding project benefits.
- To maximize the beneficial uses of recycled water and adhere to pending and/or future environmental requirements, staff is working with Woodard and Curran and Trussell Technologies to develop a Scope of Work (SOW) to include in a future RFP to update SCV Water's Recycled Water Master Plan. A second draft of the SOW was received on June 7, 2023, and after review by staff, a copy was shared with the Sanitation District to capture additional input. On November 15, 2023, the Sanitation District provided comments on the SOW. Staff met in January 2024 to discuss the revisions leading to an additional round of input that was received by the Sanitation District on March 1, 2024, and is expected to be incorporated into the SOW by the end of April 2024.
- Environmental Science Associates (ESA) submitted a draft report on the development of the California Environmental Flows Framework (CEFF) for the East Basin Santa Clara River, which aims to improve river ecological function. The Habitat Suitability Model (HSM), as part of the CEFF analysis, and preliminary observations on existing conditions have been completed. Staff is currently reviewing the draft report and plan to give a presentation to the Water Resources and Watershed Committee in Summer 2024.
- Staff continues working on a framework to develop ecological and management objectives for the Upper Santa Clara River watershed which will allow the Agency to finalize the CEFF analysis. As part of the work, staff began engaging with California Department of Fish and Wildlife (CDFW) and has planned a series of meetings to inform CDFW staff on various Agency planning efforts such as

the GSP, the CEFF analysis, and the Water Resilience Initiative. As objectives are developed, staff will engage with the Water Resources and Watershed Committee to seek input and direction. Staff presented an overview of the Water Resilience Initiative to CDFW and USFW on March 5, 2024.

- Staff is currently learning the PowerBI data visualization software to create custom interactive well production and groundwater level reports. Draft versions of the reports are available in Microsoft Teams and are currently undergoing a quality check for accuracy and functionality by staff. The dashboard was also recently updated with the latest groundwater and production information through February 2024. Development of these skills will allow for in-house customization of PowerBI reports produced by consultants that are managing the GSP database and the Operations data warehouse.
- On February 20, 2024, the Board of Director's authorized the General Manager to enter into a contract with INTERA Incorporated (INTERA) for Groundwater Flow Model Improvements in support of the Water Resilience Initiative (WRI). Over the course of the next year, INTERA will be working with staff to review reports and the groundwater flow model and provide recommendations for:
 - Improved representation and visualization of model output
 - Improved quality of input to the model
 - Processes or criteria for prioritizing proposed alternative groundwater management evaluations, developed and discussed in collaboration with agency staff, in relation to the WRI needs as described in the WRI work plan and RFQ
 - Automated modeling to reduce costs of conducting necessary simulations
- Staff is working with Woodard and Curran (W&C) to update the Salt and Nutrient Management Plan spreadsheet model to support the water quality data needs for the annual GSP report. Additionally, this effort will identify potential model improvements to help more efficiently prepare future reports. Work began in the last week of January 2024. A draft technical memorandum for this effort was received on March 6, 2024, and is expected to be finalized by the end of March 2024.
- Staff received a request from the City of Santa Clarita to prepare a Water Supply Assessment (WSA) for the Princessa Crossroads project. Staff has contacted the developer to procure a contract and deposit for SCV Water to begin preparation of the WSA.

COMMUNICATIONS, LEGISLATION AND GRANTS

Key Accomplishments

- On February 24, 2024, staff had a meet and greet with Chris Palmer of CSDA and Andrea Rosenthal, District Director from the office of Assembly Woman Pilar Schiavo, District 40. Staff discussed pertinent legislative issues, including PFAS treatment and Arundo removal.
- Staff from Communications and Conservation attended the "Get Real 101" event, hosted by JCI Santa Clarita at Bowman High School on February 28, 2024. The event helped students understand budgeting, and staff representing SCV Water were there to answer questions on water utilities. Approximately 400 students attended the event.
- Staff from Communications and Conservation attended the Belcaro Senior Community Health Fair event on March 9, 2024. Staff discussed rebate programs, the Ratepayer Assistance Program, the Agency's Landscape and Gardening Workshop schedule and more. Approximately 200 Belcaro residents visited with SCV Water staff.

- Staff assisted with the annual SCV Water Board President look ahead op-ed, which ran exclusively in *The Signal* newspaper on February 29, 2024. The article titled “Anchored Within the Tide” focused on investing in water supply reliability in 2024 and beyond.
- Staff published the 2024 Annual State of the Agency infographic, which corresponded with the annual look ahead op-ed, and has appeared in *The Signal* as an ad in the Sunday edition of the paper.

Legislative/Government Affairs

Upcoming Sponsorships and Event Participation

- ACWA 2024 Spring Conference – May 7-9, 2024
- 14th Annual State of the County – June 2024

Community Events

- Cowboy Festival – April 20-21, 2024
- Santa Clarita Home and Garden Show – April 27-28, 2024
- Free to Be Me Festival - May 5, 2024

Outreach – Social/Digital Media & Education

Outlet	Description	Notable Activity	Audience
Facebook	Social media	Across all three platforms in February 2024	1.2K
Instagram		Total Engagement: 792 (all outlets)	1,809
Twitter/X		Total Impressions: 11,960(all outlets)	1,313
Website	yourSCVwater.com	Website visitors in February 2024	~20,000
	Top visited pages:	<ol style="list-style-type: none"> Homepage Drought Ready SCV! Employment Opportunities 	
Water Currents	Customer e-newsletter	Open rate for February 2024 – 56% (Average industry open rate: 21.64%)	16,053

Public Education – 2024 Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024	2023
Education														
Students	1,094	908											2,202	7,671
Teachers	80	88											168	638
Garden Classes (in-person)	-	11											11	228

* Data not yet available
 * July – Scouts Program
 ** In-person class
 *** Class cancelled

Grants

- California’s ongoing drought and Governor Newsom’s Executive Order N-7-22 have rendered the development of Rosedale Phase 2 Wells Project infeasible as originally planned. Staff, in collaboration with Rosedale-Rio Bravo Water Storage District, is considering the development of an

alternate project (providing the same project benefits) to utilize Bureau of Reclamation (BOR) WaterSmart DRP Program grant funding (\$1.46M). Once project details are complete, the staff will meet with BOR to request approval of the alternate project and amendment to the grant.

- With passage of FY 2024 Interior-EPA bill on March 8, 2024, SCV Water has been awarded \$2.1M in Congressionally Directed Spending (Earmark) for its S Wells PFAS Project. This funding is in addition to the \$5M previously awarded under the BOR WaterSmart Drought Response Program.
- Staff worked with SCV Water's Federal Legislative Advocate, VanScoyoc & Associates, to submit a FY 2025 Congressionally Directed Spending Request (Earmark) through Senator Butler's office. Five million dollars has been requested to support construction of a centralized PFAS Treatment Facility for E-Wells 14, 15, 16 and 17. Los Angeles County Supervisor Barger, the City of Santa Clarita, and the Santa Clarita Valley Groundwater Sustainability Agency provided letters of support for this Earmark request.
- Staff is working with DWR to finalize a funding agreement for an Arundo Removal & Management Project. This funding awards \$1M in directed spending through California's Budget Act of 2022 and was championed by Assemblymember Pilar Schiavo.

Significant Ongoing or Upcoming Items

- Staff is working with consultants Ed Means and RMG Communications, as well as the Agency's Executive team, to conduct a webinar introducing the 2024-28 Strategic Plan to the public. The webinar is scheduled for March 25, 2024.
- Staff is preparing for the second Lunch & Learn session of 2024, scheduled for March 20, 2024. This 100% virtual session will focus on Handling Financial Stress and will be conducted by our Human Resources partner, Anthem EAP.
- Staff continues to research digital accessibility to provide the best options for future Agency-wide implementation. Staff continues to schedule demos with vendors specializing in digital accessibility to find potential solutions.
- Staff is assisting various departments with a number of outreach efforts, including:
 - Engineering: Coordinating communications with potentially affected businesses and schools that may be impacted by the pipeline replacement projects on Dickason and Smyth.
 - Engineering/Operations: Staff is assisting with outreach for two pipeline projects, one in Newhall and the other in Canyon Country, that require property easement access with various homeowners. The pipeline project in Canyon Country is expected to begin the last week of March 2024.
 - Water Resources: Design of the 2023 SCV Water Report. The project is anticipated to be completed by mid-2024.
 - Water Quality: Staff held the kickoff meeting for the 2024 Consumer Confidence Report on February 29, 2024. Staff is reviewing requirements from DDW and drafting additional content and stories to include in the Report. Customers must be notified about the availability of the report by July 1, 2024.

- Conservation: Staff has developed an outreach and communications plan to develop and share stories for Conservation in Action. This new effort will highlight various customers and customer groups for all they do to conserve water. Their stories will be shared across various outreach platforms and become a resource for others looking to make changes and save water. The campaign kicked off in January 2024 and is anticipated to run throughout 2024.
- Conservation: Staff will assist Conservation and their partner, GreenMedia Creations, in developing outreach materials for their community pop-ups. Conservation will work with local HOAs to host “Conservation Conversations” pop-ups that will touch on various outdoor water-saving topics such as irrigation. This is anticipated to begin in Spring 2024.

SUSTAINABILITY AND CONSERVATION

Key Accomplishments

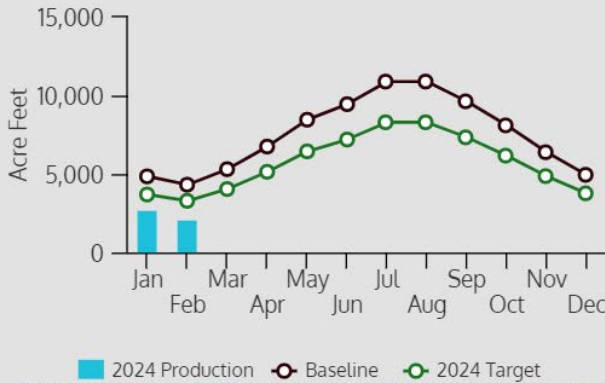
- Conservation staff submitted SCV Water’s annual conservation report to the EPA WaterSense Program for activities implemented during CY 2023.
- The Sustainability and Water Conservation Team launched the Community Conservation Pop-Up project and are currently working with the consultant to plan, prepare, and conduct community conservation events. The pop-up events are scheduled to begin with a Beta test in March 2024.
- Staff launched the Request for Proposal (RFP) process for the SCV Water Use Efficiency Strategic Plan (WUESP) and the recommended proposal was presented at the March 13, 2024 Water Resources and Watershed Committee meeting. The Committee recommended the proposal be moved forward for consideration at the April 2, 2024 SCV Water regular Board meeting.
- Staff, with IT (GIS) support, continue to plan the design, development, and launch of a Green Team SharePoint page to improve intra-Agency engagement and education related to sustainability activities currently underway at SCV Water, ways to be sustainable at work and home, and sustainability related events offered by the community.
- Staff, in collaboration with Communications, have been working to update all program cards in preparation for upcoming events, including the Home and Garden Show.
- During the first month of the Water Champions - Great Leak Sweep initiative, 232 local businesses were visited, and 52 participated in indoor check-ups.
- Staff is coordinating with a local multi-family property management company on two properties that are interested in toilet rebates, indoor check-ups, and have also expressed interest in outdoor water efficiency upgrades.
- Staff continues to assist a high-profile commercial customer on concluding Phase II of their ongoing LRP project, with Phase III planned to start in April 2024.
- Staff is working with a property management company in the industrial center that is interested in converting a property’s approximately 80,000 sf of turfgrass into drought-tolerant landscaping through Progress Payments as part of SCV Water’s Lawn Replacement Program.



Water Conservation

Water Resources Monthly Section Report - February 2024

Water Production vs. Interim Goal (Non-Drought)



Key Data Points (AF)

- Monthly Variance: (996)
- YTD Variance: (1,730)
- Well 201 Adj.: 0
- Economic Activity Adj.: NA

Conservation Program Participation (Current Month/Fiscal Year)



	Check-Ups	Workshops	Rebates	Engagement	Other
Residential	3/97	7/109	14/232	37/637	0/3



	Check-Ups	Retrofits	Rebates	Engagement
Commercial	52/85	0/2,597	0/0	0/16



	Check-Ups	Rebates	Engagement	Other
Landscape	1/22	4/20	0/12	0/0

Significant Upcoming Items

- Commercial Conservation** - Staff, with consultant support, continuing to promote and conduct commercial outreach and engagement via the Water Champions - Great Leak Sweep program.
- Large Landscape** - Staff is working with a prominent commercial customer to wrap up Phase II of their ongoing Lawn Replacement project and anticipates Phase III to begin in April 2024.
- Water Use Efficiency Strategic Plan** - Conservation to review WUESP proposals and provide recommendation to the Water Resources and Watershed Committee in March 2024.
- Water Demand Factor (WDF) Tool** - Staff, with consultant support, to launch the WDF tool update in March 2024.
- Conservation Video Series** - Staff, in collaboration with the Communications Team, are reviewing draft film content for a new conservation video.
- Reporting** - Staff to provide conservation support for the annual EAR Report.



**Engineering and Operations Committee
Planning Calendar
FY 2023/24**

**ITEM NO.
9.5**

Item	April 2 Board	April 4 Comm	April 16 Board	May 2 Comm	May 21 Board	June 4 Board	June 6 Comm	June 18 Board	July 2 Board
Monthly Committee Planning Calendar	P								
CIP Construction Status Report		P		P			P		
Monthly Operations and Production Report		P		P			P		
Third Party Funded Agreements Quarterly Report				P					
Quarterly Safety Program Presentation				P					
General Operations Presentation									
Annual Safety Program Update									
Real Property Activity Report									
Review and Consider the Proposed FY 2024/25 and FY 2025/26 Capital Improvement Projects				P					
Tax-Defaulted Properties									
Recommend Approval of a Resolution Authorizing the General Manager to Apply for Grant Funding Under the Federal Bureau of Reclamation FY2024 WaterSmart Water Energy Efficiency Grant Program (WEEG) for an Automated Metering Infrastructure Project									
Recommend Approval for the Purchase of Leopold Type S Filter Underdrains		P	P						
Recommended Approval of (1) a Resolution Awarding a Construction Contract to JR Filanc Construction Company, Inc. and Finding the Project Exempt from CEQA Pursuant to CEQA Guidelines Section 15301 and (2) a Purchase Order to Hazen and Sawyer, Inc. for Engineering Services During Construction and (3) a Purchase Order to MWH Constructors, Inc. for the Construction Management, Inspection Services and Material Testing for the T7, U4 and U6 Wells PFAS Treatment, Saugus 1 and 2 Wells VOC Treatment and New Disinfection Facility		P	P						

**Engineering and Operations Committee
Planning Calendar
FY 2023/24**

Item	April 2 Board	April 4 Comm	April 16 Board	May 2 Comm	May 21 Board	June 4 Board	June 6 Comm	June 18 Board	July 2 Board
Recommend Adopting a Resolution Authorizing the General Manager to Execute On-Call Professional Services Agreements		P			P				
Recommend Approval of Adopting a Resolution Authorizing a Purchase Order to Hazen and Sawyer, Inc. for Final Design Services for the Newhall Wells (N11, N12 and N13) Groundwater Treatment Improvements Project, and Finding the Project is Categorically Exempt from the California Environmental Quality Act Pursuant to CEQA Guidelines Section 15303				P	P				
Recommend Approval of a Resolution Authorizing Santa Clarita Valley Water Agency to Provide Water Quality Laboratory Testing Services to the State of California Department of Water Resources				P	P				
Recommend Approval of Adopting a Resolution Awarding Construction Contract and Purchase Orders for Construction Management and Inspection Services and Engineering Services During Construction for Smyth Pipeline Improvements				P	P				
Recommend Approval of Adopting a Resolution Awarding Construction Contract and Purchase Orders for Construction Management and Inspection Services and Engineering Services During Construction for Phase 2C South End Recycled Water Main Extension				P	P				
Recommend Approval of Adopting a Resolution Authorizing a Purchase Order to Kenedy Jenks Consultants, Inc. for Planning Services for the RVWTP Mechanical Shop and Access Road Paving Project				P	P				P

**Engineering and Operations Committee
Planning Calendar
FY 2023/24**

Item	April 2 Board	April 4 Comm	April 16 Board	May 2 Comm	May 21 Board	June 4 Board	June 6 Comm	June 18 Board	July 2 Board
Recommend Approval of Adopting a Resolution Authorizing the General Manager to Execute a Construction Contract and Purchase Orders for the Construction Management, Inspection Services and Engineering Services During Construction for the McBean Parkway Pipeline Installation Project							P	P	
Tracking Leaks to Identify Trends Informational Presentation							P	P	
Recommend Approval of a Resolution Awarding Construction Contract and Purchase Orders for Construction Management and Inspection Services and Engineering Services During Construction for the Well 205 Groundwater Treatment Improvements Project							P	P	
Recommend Approval of Adopting a Resolution Awarding a Purchase Order for Final Design Services for RWTP Sewerline Improvements							P		P
Recommend Approval of Adopting a Resolution Authoring General Manager to Execute a (1) Financing Agreement with the State Water Resources Control Board for Consolidation of the New Mint Association, and (2) Consolidation and Water Service Agreement with the New Mint Association.							P		P
Recommend Approval of Adopting a Resolution Awarding a Purchase Order for Final Design Services for Sand Canyon Sewerline							P		P

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**Finance and Administration Committee
Planning Calendar
FY 2023/24**

	Item	April 2 Board	April 15 Comm	May 13 Board - tent	May 20 Comm (Q3)	June 4 Board	June 17 Comm	June 18 - JPA
1	Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2023/24 and Requesting Levy of Tax by Los Angeles County and Ventura County (consent - moved up due to 7-4 cancelled Board)							
2	Recommend Approval of a Preliminary Official Statement							
3	Recommend Receiving and Filing of April 2023 Monthly Financial Report (consent)							
4	Discuss and Recommend Actions for Ground Lease Property at 22722 Soledad Canyon Road							
5	Recommend Approval of a Resolution Authorizing FY 2023/24 Water Supply Contract Payments (consent)							
6	Recommend Approval of a Contract with Premier Property Preservation for Janitorial Services							
7	Recommend Approval of a Revised Purchasing Policy							
8	Recommend Receiving and Filing of May 2023 Monthly Financial Report (consent)							
9	Fleet and Warehouse Update							
10	Investment Advisor Financial Market Update							
11	Discuss Water Affordability Study							
12	Review Financing Plan Scenarios							
13	Recommend Approval of a Revised Position Control							
14	Recommend Approval of a Revised Surplus Policy							
15	Recommend Approval of Revised Ratepayer Advocate Process and Provide Direction Related to Ratepayer Advocate Service Contract							
16	Recommend Receiving and Filing of June 2023 Monthly and FY 2022/23 Fourth Quarter Financial Report							
17	Recommend Approval of a Resolution Adopting a Revised Investment Policy - (Annually adopted via reso) (consent)							

**Finance and Administration Committee
Planning Calendar
FY 2023/24**

	Item	April 2 Board	April 15 Comm	May 13 Board - tent	May 20 Comm (Q3)	June 4 Board	June 17 Comm	June 18 - JPA
18	Recommend Approval of the First Addendum to the Ground Lease for the Property at 22722 Soledad Canyon Road							
19	Recommend Approval of Purchase of Two (2) Backhoe Replacements for Agency Fleet							
20	Recommend Approval of a Revised Customer Service Policy							
21	Fleet and Warehouse Update							
22	Recommend Receiving and Filing of July 2023 Monthly Financial Report (consent)							
23	Recommend Approval of an HCM Implementation Contract with Apps Associates							
24	Recommend Approval of a Purchase Order for Fleet Replacement Vehicles							
25	Recommend Approval of a Contract Renewal with Systems & Software, Inc. for enQuesta Customer Service System Maintenance and Support							
26	Recommend Approval of a Revised Driving and Vehicle Policy							
27	Recommend Approval of a Revised Employee Manual No. 10: Overtime							
28	Recommend Receiving and Filing of August 2023 Monthly Financial Report (consent)							
29	Recommend Receiving and Filing of September 2023 Monthly and FY 2023/24 First Quarter Financial Report (not consent)							

**Finance and Administration Committee
Planning Calendar
FY 2023/24**

	Item	April 2 Board	April 15 Comm	May 13 Board - tent	May 20 Comm (Q3)	June 4 Board	June 17 Comm	June 18 - JPA
30	Recommend Receiving and Filing of SCV Water Annual Comprehensive Financial Report (ACFR) ended June 30, 2023							
31	Recommend Approval of an HCM Implementation Contract with Apps Associates							
32	Recommend Approval to Direct the General Manager to Enter Into a Contract with PlanetBids							
33	Review Facility Capacity Fee (FCF) Revenues and Study Components							
34	Recommend Receiving and Filing of October 2023 Monthly Financial Report (consent)							
35	Interview Ratepayer Advocate Candidates and Recommend Approval for the General Manager to Enter into a Contract with the Final Candidate for Ratepayer Advocate							
36	Recommend Approval for the General Manager to Enter into a Contract with X-Act Technology Solutions, Inc. for As-Needed Technology Support Services							
37	Recommend Approval of a Revised Classification Plan and Position Control							
38	Recommend Receiving and Filing of November 2023 Monthly Financial Report (consent)							

**Finance and Administration Committee
Planning Calendar
FY 2023/24**

	Item	April 2 Board	April 15 Comm	May 13 Board - tent	May 20 Comm (Q3)	June 4 Board	June 17 Comm	June 18 - JPA
39	Recommend Approval of a Revised Employee Manual No. 7: Employment Status Policy							
40	Recommend Approval of a Revised Employee Manual No. 9: Pay Plan							
41	Recommend Approval of a Revised Employee Manual No. 12: Shift Work Policy							
42	Recommend Approval of Various Revised Employee Manual Policies							
43	Review COLA Data and Recommend Approval of a Proposed Employee Salary Adjustment (COLA) for FY 2024/25							
44	Review Budget Calendar							
45	Fleet and Warehouse Update							
46	Recommend Receiving and Filing of December 2023 and FY 2023/24 Second Quarter Financial Report and Mid-Year Budget Review							
47	Recommend Approval of an Exemption for Projects Included in the 2024 W/FIA Master Agreement Financing from the Retail Debt Threshold (Also JPA)	P						
48	Recommend Approval for General Manager to Authorize a Change Order for the Chiller Replacement Project	P						
49	Recommend Approval of a Revised Classification Plan, Position Control and Job Descriptions	P						
50	Recommend Approval of a Revised Capitalization Policy for Fixed Assets	P						
51	Technology Update							
52	Recommend Receiving and Filing of January 2024 Monthly Financial Report (consent)	P						

**Finance and Administration Committee
Planning Calendar
FY 2023/24**

Item	April 2 Board	April 15 Comm	May 13 Board - tent	May 20 Comm (Q3)	June 4 Board	June 17 Comm	June 18 - JPA
53		P	P				
54		P	P				
55		P	P				
56		P	P				
57				P	P		
58				P	P		
59				P	P		
60				P	P		
61						P	
62						P	
63						P	
64						P	
65						P	
66							P

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**PUBLIC OUTREACH AND LEGISLATION COMMITTEE
AGENDA PLANNING CALENDAR 2024**

April 18, 2024 Committee Meeting

1. Legislative Consultant Reports
2. Review Agency's Conservation Public Outreach Campaigns
3. Communications Manager's Report
4. Committee Requests for Future Agenda Items

May 16, 2024 Committee Meeting

1. Legislative Consultant Reports
2. Campaigns and Engagement Highlights Presentation
3. Communications Manager's Report
4. Committee Requests for Future Agenda Items

June 20, 2024 Committee Meeting *(last days for Senate/Assembly to pass bills)*

1. Legislative Consultant Reports
2. Communications Manager's Report
3. Committee Requests for Future Agenda Items

July 18, 2024 Committee Meeting

1. Legislative Consultant Reports
2. Communications Manager's Report
3. Committee Requests for Future Agenda Items

August 15, 2024 Committee Meeting

1. Legislative Consultant Reports
2. Communications Manager's Report
3. Committee Requests for Future Agenda Items

September 19, 2024 Committee Meeting *(last days for Senate/Assembly to pass bills)*

1. Legislative Consultant Reports
2. Communications Manager's Report
3. Committee Requests for Future Agenda Items

October 17, 2024 Committee Meeting

1. Legislative Consultant Reports
2. Communications Manager's Report
3. Committee Requests for Future Agenda Items

November 21, 2024 Committee Meeting

1. Review of the 2025 Legislative Platform
2. Legislative Consultant Reports
3. Communications Manager's Report
4. Committee Requests for Future Agenda Items

December 3, 2024 Board Meeting

1. Approve Adoption of the 2025 Legislative Platform

December 19, 2024 Committee Meeting

1. Legislative Consultant Reports
2. Communications Manager's Report
3. Committee Requests for Future Agenda Items



WATER RESOURCES AND WATERSHED COMMITTEE AGENDA PLANNING CALENDAR 2024

April 2, 2024 Board Meeting

1. Approve Authorizing the General Manager to Enter into Contract with A&N Technical Services for Development of the SCV Water Agency's Water Use Efficiency Strategic Plan

April 10, 2024 Committee Meeting

1. Review of the Proposed FY 2024-25 Water Resources and Conservation and Sustainability Operating Budget
2. Water Resources Manager Report:
 - Status of Water Supplies
 - Review of Banking Storage Program Study (WestWater Research)
 - Staff Activities
3. Sustainability Manager Report – Staff Activities

April 16, 2024 Board Meeting

1. Approve Authorizing the General Manager to Execute an Agreement for the Purpose of Funding the Next Phase of the Delta Conveyance Project Planning Cost
2. Public Hearing for Consideration of Adopting the Mandatory Recycled Water Use Ordinance
3. File and Report of Solar Option Lease at Devil's Den – To be presented by BB&K

May 15, 2024 Committee Meeting

1. Authorize General Manager to Enter into a Contract for a Recycled Water Optimization Study
2. Water Resources Manager Report – Staff Activities
 - Status of New Drop Program
3. Sustainability Manager Report – Staff Activities
4. Recommend Approval of Princessa Crossing Water Supply Assessment

June 4, 2024 Board Meeting

1. Approve Authorizing General Manager to Enter into a Contract for a Recycled Water Optimization Study

June 12, 2024 Committee Meeting

1. Authorize the General Manager to Enter into a Contract for Groundwater Recharge Phase 2 Analysis
2. Water Resources Manager Report – Staff Activities
 - Status of Water Supplies
3. Sustainability Manager Report – Staff Activities

July 2, 2024 Board Meeting

1. Approve Authorizing the General Manager to Enter into a Contract for Groundwater Recharge Phase 2 Analysis

July 10, 2024 Committee Meeting

1. Water Resources Manager Report – Staff Activities
 - Update on Water Resiliency Initiative
 - Devil's Den Semi-annual Update
2. Sustainability Manager Report – Staff Activities

August 14, 2024 Committee Meeting

1. Water Resources Manager Report – Staff Activities
2. Sustainability Manager Report – Staff Activities

September 11, 2024 Committee Meeting

1. Water Resources Manager Report – Staff Activities
2. Sustainability Manager Report – Staff Activities

October 9, 2024 Committee Meeting

1. Water Resources Manager Report – Staff Activities
2. Sustainability Manager Report – Staff Activities

November 13, 2024 Committee Meeting

1. Water Resources Manager Report – Staff Activities
2. Sustainability Manager Report – Staff Activities

December 11, 2024 Committee Meeting

1. Water Resources Manager Report – Staff Activities
2. Sustainability Manager Report – Staff Activities