



NOTICE AND CALL OF SPECIAL MEETING

Notice is hereby given that I, THOMAS P. CAMPBELL, President of the Board of Directors of the Castaic Lake Water Agency, have called a SPECIAL MEETING of the Agency's Board of Directors.

Said SPECIAL MEETING of the Board to be held on:

TUESDAY, JANUARY 3, 2017 AT 6:15 P.M.

Castaic Lake Water Agency
27234 Bouquet Canyon Road
Santa Clarita, California 91350
Rio Vista Board Room

Enclosed with and as part of this Notice and Call is an agenda for the meeting.

Signed:

Thomas P. Campbell
Thomas P. Campbell

Date:

12-27-16

BOARD OF DIRECTORS

PRESIDENT
THOMAS P. CAMPBELL

VICE PRESIDENT
WILLIAM C. COOPER

E.G. "JERRY" GLADBACH

ROBERT J. DIPRIMIO

DEAN D. EFSTATHIOU

WILLIAM PECSI

EDWARD A. COLLEY

JACQUELYN H. McMILLAN

R. J. KELLY

B. J. ATKINS

GARY R. MARTIN

GENERAL MANAGER

MATTHEW G. STONE

GENERAL COUNSEL

BEST BEST & KRIEGER, LLP

SECRETARY

APRIL JACOBS

"A PUBLIC AGENCY PROVIDING RELIABLE, QUALITY WATER AT A REASONABLE COST TO THE SANTA CLARITA VALLEY"

27234 BOUQUET CANYON ROAD • SANTA CLARITA, CALIFORNIA 91350-2173 • 661 297-1600 FAX 661 297-1611
website address: www.clwa.org

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AGENDA

**SPECIAL MEETING AGENDA
CASTAIC LAKE WATER AGENCY
Rio Vista Water Treatment Plant
27234 Bouquet Canyon Road
Santa Clarita, CA 91350
Tuesday, January 3, 2017 at 6:15 P.M.**



5:30 P.M. Board Room and Training Room Open to Public
(Gathering of Directors for quorum in the Board Room and Training Room; dinner for Directors and staff – No discussion of Agency business will take place prior to the Call to Order at 6:15 P.M.)

OPEN SESSION BEGINS AT 6:15 P.M.

1. REGULAR PROCEDURES

- 1.1. Call to Order
- 1.2. Pledge of Allegiance
- 1.3. Public Comments – Members of the public may comment as to items not on the Agenda at this time. Members of the public wishing to comment on items covered in this agenda may do so now or prior to each item as they arise. Please complete and return a comment request form to the Agency Board Secretary. (Comments may, at the discretion of the Board's presiding officer, be limited to three minutes for each speaker.) Members of the public wishing to comment on items covered in Closed Session before they are considered by the Board must request to make comment at the commencement of the meeting at 6:15 P.M.
- 1.4. Acceptance of Agenda

2. SPECIAL PROCEDURES

- 2.1. Administer Oath of Office to Directors Atkins, Cooper, Gladbach, Kelly and Peksi
- 2.2. Election of President and Vice President
- 2.3. Rearrangement of Directors' Seating at Board Table
- 2.4. Presentation of Service Awards to Directors Atkins, Cooper, Gladbach, Kelly and Peksi

3. CONSENT CALENDAR

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| | | |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 3.1.* | Approve Minutes of December 7, 2016 Special Board Meeting of the Board of Directors | 7 |
| 3.2.* | Approve Minutes of December 13, 2016 Special Joint Meeting of the Board of Directors of the Castaic Lake Water Agency Held with Newhall County Water District Board of Directors | 9 |
| 3.3.* | Approve Minutes of December 14, 2016 Regular Board Meeting of the Board of Directors | 11 |

BOARD OF DIRECTORS

PRESIDENT
THOMAS P. CAMPBELL

VICE PRESIDENT
WILLIAM C. COOPER

E.G. "JERRY" GLADBACH

ROBERT J. DIPRIMO

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4. PRESIDENT’S AND DIRECTORS’ REPORTS

- 4.1. President’s Report
- 4.2. AB 1234 Reports
- 4.3. Directors’ Reports

5. GENERAL MANAGER’S REPORT PAGE

| | | |
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| 5.1.* | December 15, 2016 Water Resources and Outreach Committee Meeting | 19 |
| 5.2. | Ongoing Activities, Programs and Projects | |

6. WRITTEN REPORTS FOR INFORMATION PURPOSES ONLY PAGE

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| 6.1.* | Water Resources Department Report | 31 |
| 6.2.* | Administration Department Report | 47 |

7. CONSIDERATION OF POSSIBLE FUTURE AGENDA ITEMS

8. CLOSED SESSION

- 8.1. Conference with Real Property Negotiators (Section 54956.8):
 - Property: Proposed Single Year Transfer (Calendar Year 2017) of CLWA Water Stored as part of the Buena Vista Water Storage District and Rosedale-Rio Bravo Water Storage District Water Banking and Recovery Program
 - Agency Negotiators: Matthew Stone and Dirk Marks
 - Negotiating Parties: Various Central Valley Project and State Water Project Contractors
 - Under Negotiation: Price and Terms of Payment

9. CLOSED SESSION ANNOUNCEMENTS

10. ADJOURNMENT

- * Indicates attachment
- ◆ To be distributed

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 (661) 297-1600, or writing to Castaic Lake 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 Castaic Lake Water Agency, 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.clwa.org>.

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Minutes of the Special Meeting of the Board of Directors of the Castaic Lake Water Agency –
December 7, 2016

A special meeting of the Board of Directors of the Castaic Lake Water Agency was held at Castaic Lake Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, at 6:00 PM on Wednesday, December 7, 2016. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes.

DIRECTORS PRESENT: Tom Campbell, Ed Colley, Bill Cooper, Robert DiPrimio (Arrived at 6:07 PM), Dean Efstathiou, Jerry Gladbach, Gary Martin, Jacque McMillan and Bill Pecsí (Arrived at 6:04 PM).

DIRECTORS ABSENT: B. J. Atkins and R. J. Kelly.

Also present: Matthew Stone, General Manager; Joe Byrne, General Counsel; April Jacobs, Board Secretary; and members of the public.

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

Upon motion of Director Gladbach, seconded by Vice President Cooper and carried, the Agenda was approved by the following voice votes (Item 1.4):

| | | | |
|-------------------|-------------|-----------------------|--------|
| Director Atkins | Absent | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Not Present | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Not Present | | |

Upon motion of Director Colley, seconded by Director McMillan and carried, the Board went into Closed Session at 6:04 PM to discuss the items listed on the Agenda by the following voice votes (Item 2):

| | | | |
|-------------------|-------------|-----------------------|--------|
| Director Atkins | Absent | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Not Present | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

Upon motion of Director Efstathiou, seconded by Director Gladbach and carried, the Board voted to come out of Closed Session at 8:30 PM by the following voice votes:

| | | | |
|-------------------|--------|-----------------------|--------|
| Director Atkins | Absent | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

President Campbell reconvened the Open Session at 8:30 PM.

December 7, 2016

Page 2 of 2

Joe Byrne, Esq., reported that there were no actions taken in Closed Session that were reportable under the Ralph M. Brown Act (Item 3).

Upon motion of Director Pecsí, seconded by Director McMillan and carried, the meeting was adjourned at 8:30 PM by the following voice votes (Item 4):

| | | | |
|-------------------|--------|-----------------------|--------|
| Director Atkins | Absent | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

April Jacobs, Board Secretary

ATTEST:

President of the Board

DRAFT

ITEM NO.
3.2

Minutes of the Special Joint Meeting of the Board of Directors of the Castaic Lake Water Agency held jointly with the Newhall County Water District – December 13, 2016

A special joint meeting of the Board of Directors of the Castaic Lake Water Agency held jointly with the Newhall County Water District was held at Castaic Lake Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, at 6:30 PM on Tuesday, December 13, 2016. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes.

DIRECTORS PRESENT: B.J. Atkins (Present Representing NCWD), Tom Campbell, Ed Colley, William Cooper, Robert DiPrimio, Dean Efstathiou, Jerry Gladbach, R. J. Kelly (Via Teleconference), Gary Martin, Jacque McMillan and Bill Pecsí.

DIRECTORS ABSENT: None.

Also present: Matthew Stone, CLWA General Manager; Joe Byrne, General Counsel; April Jacobs, Board Secretary; Tom Bunn, NCWD General Counsel; Steve Cole, NCWD General Manager; Rochelle Patterson, NCWD Director of Finance and Administration; NCWD Directors B. J. Atkins, Maria Gutzeit, Dan Mortensen and Lynne Plambeck; Steve Greyshock, Greycomm; Erin Gilhuly, CV Strategies; Adam Probolsky, Probolsky Research; numerous staff from Castaic Lake Water Agency, Newhall County Water District; Santa Clarita Water Division and Valencia Water Company; and members of the public.

The meeting was called to order at 6:34 PM. A quorum was present.

Upon motion of Director Colley, seconded by Director Gladbach and carried, the Agenda was approved by the following voice votes (Item 1.4):

| | | | |
|-------------------|-------------------------------------------|-----------------------|-----|
| Director Atkins | Present Representing NCWD | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | | |
| Director Kelly | Present by Teleconference – No Vote Taken | | |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

Adam Probolsky from Probolsky Research gave a presentation on the public opinion survey regarding the creation of a new combined water provider. Public and Director comments were heard and responded to regarding the presentation (Item 2.1).

CLWA General Counsel Joe Byrne and NCWD General Counsel Tom Bunn reviewed the revised Settlement Agreement. Public and Board comments were heard (Item 2.2).

The Board took a recess at 8:26 pm.

The Board reconvened at 8:33 pm.

Further Board comments were heard and a separate vote by both Boards was then completed in regards to the approval of the revised Settlement Agreement between Castaic Lake Water Agency and Newhall County Water District.

Upon motion of Vice President Cooper, seconded by Director DiPrimio and carried, the Board approved the revised Settlement Agreement between Castaic Lake Water Agency and Newhall County Water District by the following roll call votes (Item 2.2):

| | | | |
|-------------------|---------------------------|-----------------------|-----|
| Director Atkins | Present Representing NCWD | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | | |
| Director Kelly | Yes – Via Teleconference | | |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecs | Yes | | |

Upon motion of Director Gladbach, seconded by Director McMillan and carried, the meeting was adjourned at 9:30 PM by the following voice votes:

| | | | |
|-------------------|---------------------------|-----------------------|-----|
| Director Atkins | Present Representing NCWD | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | | |
| Director Kelly | Yes – Via Teleconference | | |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecs | Yes | | |

ATTEST:

April Jacobs, Board Secretary

President of the Board

DRAFT

ITEM NO.
3.3

Minutes of the Regular Meeting of the Board of Directors of the Castaic Lake Water Agency –
December 14, 2016

A regular meeting of the Board of Directors of the Castaic Lake Water Agency was held at Castaic Lake Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, at 6:15 PM on Wednesday, December 14, 2016. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes.

DIRECTORS PRESENT: B. J. Atkins (Left at 8:37 PM), Tom Campbell, Ed Colley, Bill Cooper, Robert DiPrimio, Dean Efstathiou, Jerry Gladbach, Gary Martin, Jacque McMillan and Bill Pecsí.

DIRECTORS ABSENT: R. J. Kelly.

Also present: Keith Abercrombie, Retail Manager; Joe Byrne, General Counsel; April Jacobs, Board Secretary; Brian Folsom, Engineering and Operations Manager; Jim Leserman, Senior Engineer; Bob McDougal, Operations Superintendent; Brent Payne, Senior Engineer; Stacy Miller, Stacy Miller Public Affairs; Jeff Ford, Kennedy/Jenks Consultants; Mike Maurer, Best Best & Krieger; Jeff Dunn, Best Best Krieger (Via Teleconference); and no members of the public.

President Campbell called the meeting to order at 6:15 PM. A quorum was present.

Upon motion of Director Gladbach, seconded by Director Pecsí and carried, the Amended Agenda was approved by the following voice votes (Item 1.4):

| | | | |
|-------------------|-----|-----------------------|--------|
| Director Atkins | Yes | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

Upon motion of Vice President Cooper, seconded by Director Pecsí and carried, the Board approved the Consent Calendar including Resolution Nos. 3138, 3139, 3140 and 3141 by the following voice votes (Item 2):

| | | | |
|-------------------|-----|-----------------------|--------|
| Director Atkins | Yes | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

RESOLUTION NO. 3138

**RESOLUTION OF THE CASTAIC LAKE WATER AGENCY
BOARD OF DIRECTORS AUTHORIZING THE EXECUTION OF CONTRACTS
FOR ON-CALL ENGINEERING SERVICES AGREEMENTS**

WHEREAS, all Statement of Qualifications (SOQs) submitted to the Santa Clarita Water Division (SCWD) pursuant to SCWD's Request for SOQs for the Professional Services Agreement (PSA) were received at the SCWD on November 1, 2016, in full accordance with the law and the SCWD's customary procedures; and

WHEREAS, this Board finds, after considering the evaluation from staff, that, Civiltec Engineering, Inc., Encompass Consultant Group (ECG), Jensen Design & Survey, Inc., Kennedy/Jenks Consultants, Lee & Ro, Inc., and RMC Water and Environment are the most qualified firms and that said consultants substantially meet the requirements of the specifications; and

WHEREAS, each of the above-mentioned firms has demonstrated the competence and professional skill necessary for the work, and it is in SCWD's best interest that the Agency's Board of Directors authorize its Retail Manager to execute PSA's with these firms as part of an engineering consultant pool for tasks not greater than \$250,000 annually.

NOW, THEREFORE, BE IT RESOLVED that the Agency's Board of Directors does hereby authorize its Retail Manager to execute a PSA with Civiltec Engineering, Inc., Encompass Consultant Group (ECG), Jensen Design & Survey, Inc., Kennedy/Jenks Consultants, Lee & Ro, Inc., and RMC Water and Environment for planning and design of potable and recycled water supply and distribution systems and support facilities.

RESOLVED FURTHER that SCWD's Retail Manager is thereafter authorized to execute and forward PSA's to Civiltec Engineering, Inc., Encompass Consultant Group (ECG), Jensen Design & Survey, Inc., Kennedy/Jenks Consultants, Lee & Ro, Inc., and RMC Water and Environment in an amount not to exceed \$250,000 annually per consultant and with terms not to exceed four years.

RESOLUTION NO. 3139

RESOLUTION OF THE CASTAIC LAKE WATER AGENCY BOARD OF DIRECTORS AWARDING A CONTRACT TO SPIESS CONSTRUCTION COMPANY, INC. FOR THE DEANE TANK NO. 2 INTERIOR RECOAT

WHEREAS, all proposals submitted to the Santa Clarita Water Division (SCWD) pursuant to SCWD's Request for Proposal for the Deane Tank No. 2 Interior Recoat were received at the SCWD on November 17, 2016, in full accordance with the law and the SCWD's customary procedures; and

WHEREAS, this Board finds, after considering the evaluation from staff, that Spiess Construction Company, Inc. substantially meets the requirements of the specifications; and

WHEREAS, it is in SCWD's best interest that the Agency's Board of Directors authorize its Retail Manager to accept the \$155,100 bid by Spiess Construction Company, Inc. for the Deane Tank No. 2 Interior Recoat.

NOW, THEREFORE, BE IT RESOLVED that the Agency's Board of Directors does hereby authorize its Retail Manager to issue a Notice of Award to Spiess Construction Company, Inc. for the Deane Tank No. 2 Interior Recoat.

RESOLVED FURTHER that SCWD's Retail Manager is thereafter authorized to execute the contract and forward to Spiess Construction Company, Inc. the appropriate Notice to Proceed.

RESOLUTION NO. 3140

**RESOLUTION OF THE CASTAIC LAKE WATER AGENCY BOARD OF DIRECTORS
AWARDING A CONTRACT TO WEST COAST INDUSTRIAL COATINGS, INC.
TO RETROFIT THE TANK OVERFLOW AND TO RECOAT THE INTERIOR
AND EXTERIOR OF THE PLACERITA TANK NO. 2**

WHEREAS, all proposals submitted to the Santa Clarita Water Division (SCWD) pursuant to SCWD's Request for Proposal to retrofit the tank overflow and to recoat the interior and exterior of the Placerita Tank No. 2 were received at the SCWD on November 17, 2016, in full accordance with the law and the SCWD's customary procedures; and

WHEREAS, this Board finds, after considering the evaluation from staff, that West Coast Industrial Coatings, Inc. substantially meets the requirements of the specifications; and

WHEREAS, it is in SCWD's best interest that the Agency's Board of Directors authorize its Retail Manager to accept the \$208,001 bid by West Coast Industrial Coatings, Inc. to retrofit the tank overflow and to recoat the interior and exterior of the Placerita Tank No. 2.

NOW, THEREFORE, BE IT RESOLVED that the Agency's Board of Directors does hereby authorize its Retail Manager to issue a Notice of Award to West Coast Industrial Coatings, Inc. to retrofit the tank overflow and to recoat the interior and exterior of the Placerita Tank No. 2.

RESOLVED FURTHER that SCWD's Retail Manager is thereafter authorized to execute the contract and forward to West Coast Industrial Coatings, Inc. the appropriate Notice to Proceed.

RESOLUTION NO. 3141

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Consolidated Fire Protection District

Los Angeles County Flood Control

THE BOARD OF DIRECTORS OF SANTA CLARITA VALLEY SANITATION DISTRICT OF LOS ANGELES COUNTY, AND THE GOVERNING BODIES OF

Greater Los Angeles County Vector Control District

City of Santa Clarita

Santa Clarita Street Lighting Maintenance District No. 2

Santa Clarita Library

Castaic Lake Water Agency

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM ANNEXATION TO SANTA CLARITA VALLEY SANITATION DISTRICT.

"ANNEXATION NO. 1085"

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

WHEREAS, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to Santa Clarita Valley Sanitation District entitled *Annexation No. 1085*;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues resulting from the annexation of territory to Santa Clarita Valley Sanitation District in the annexation entitled *Annexation No. 1085* is approved and accepted.
2. For each fiscal year commencing on and after July 1, 2016 or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to Santa Clarita Valley Sanitation District a total of 1.3609412 percent of the annual tax increment attributable to the land area encompassed within *Annexation No. 1085* as shown on the attached Worksheet.
3. No additional transfer of property tax revenues shall be made from any other tax agencies to Santa Clarita Valley Sanitation District as a result of annexation entitled *Annexation No. 1085*.
4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.
5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year, and any amounts of property tax received in excess of that which is proper shall be refunded to the appropriate agency.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of Santa Clarita Valley Sanitation District of Los Angeles County, and the governing bodies of Greater Los Angeles County Vector Control District, City of Santa Clarita, Santa Clarita Street Lighting Maintenance District No. 2, Santa Clarita Library, and Castaic Lake Water Agency, signatory hereto.

President Campbell led a discussion on the upcoming Board re-organization (Item 3.1.1).

AB 1234 Reports (Item 3.2):

President Campbell reported that he attended the ACWA Fall Conference held in Anaheim on November 29 through December 2, 2016, attended the City Council Meeting where they recognized outgoing Mayor Bob Kellar on December 13, 2016 and presented a certificate of recognition from CLWA to outgoing Mayor Kellar, attended a meeting with Dr. Mathis on December 7, 2016 regarding the General Manager Evaluation and had a meeting with Ed Means on December 12, 2016 regarding Strategic Planning.

Vice President Cooper reported that he attended the ACWA Fall Conference held in Anaheim on November 29 through December 2, 2016 and participated in an Ad Hoc CLWA/NCWD Committee conference call on December 12, 2016.

Director Atkins reported that he attended the ACWA Fall Conference in Anaheim on November 29 through December 2, 2016, attended a meeting with Dr. Mathis on November 29, 2016 regarding the General Manager Evaluation and had a conference call with Ed Means on December 5, 2016 regarding Strategic Planning.

Director Colley reported that he attended the ACWA Fall Conference in Anaheim on November 29 and November 30, 2016 and attended a meeting with Dr. Mathis on December 5, 2016 regarding the General Manager Evaluation.

Director DiPrimio reported that he attended the ACWA Fall Conference held in Anaheim on November 29 through December 2, 2016, attended a meeting with Dr. Mathis regarding the General Manager Evaluation on November 29, 2016, participated in a conference call with Ed Means regarding the General Manager Evaluation on December 5, 2016 and participated in an Ad Hoc CLWA/NCWD Committee conference call on December 12, 2016.

Director Efstathiou reported that he attended the ACWA Fall Conference in Anaheim on November 29 through December 2, 2016, attended a meeting with Dr. Mathis on November 29, 2016 regarding the General Manager Evaluation and had a conference call with Ed Means on December 12, 2016 regarding Strategic Planning.

Director Gladbach reported that he attended the ACWA Fall Conference in Anaheim on November 29 through December 2, 2016, had a meeting with Dr. Mathis regarding the General Manager Evaluation on December 8, 2016 and participated in a conference call with Ed Means on December 12, 2016 regarding Strategic Planning.

Director Martin reported that he attended the ACWA Fall Conference in Anaheim on November 29 through December 2, 2016, attended a meeting with Ed Means on December 5, 2016 regarding Strategic Planning and had a meeting with Dr. Mathis on December 6, 2016 regarding the General Manager Evaluation.

Director McMillan reported that she attended the ACWA Fall Conference in Anaheim on November 29 through December 2, 2016, attended a meeting with Dr. Mathis on December 7, 2016 regarding the General Manager Evaluation and had a meeting with Ed Means on December 12, 2016 regarding Strategic Planning.

Director Pecsí reported that he attended the ACWA Fall Conference in Anaheim on November 29 through December 2, 2016 and attended a meeting with Dr. Mathis on November 29, 2016 regarding the General Manager Evaluation.

Upon motion of Director Gladbach, seconded by Director Pecsí and carried, the Board approved Resolution No. 3142 with the alteration to the first sentence of the first recital as written below, authorized the General Manager to make a payment of \$8,838,918 for the 2017 Buena Vista/Rosedale-Rio Bravo Water Banking and Recovery Program by the following voice votes (Item 4.4):

| | | | |
|-------------------|-----|-----------------------|--------|
| Director Atkins | Yes | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

RESOLUTION NO. 3142

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CASTAIC LAKE WATER AGENCY
AUTHORIZING THE 2017 PAYMENT FOR THE
BUENA VISTA/ROSEDALE-RIO BRAVO WATER BANKING AND RECOVERY
PROGRAM**

WHEREAS, on March 22, 2007, the Castaic Lake Water Agency executed an agreement with the Buena Vista Water Storage District and Rosedale-Rio Bravo Water Storage District for the annual purchase of 11,000 acre-feet (AF) of firm non-State Water Project (SWP) water supply; and

WHEREAS, Article 4(C) of the contract provides for annual price adjustments based on the changes in the Consumer Price Index (CPI) and also for a “look-in” every ten years to assure that the adjusted price adequately reflects increases in SWP costs for the Buena Vista Water Storage District and Rosedale-Rio Bravo Water Storage District; and

WHEREAS, staff has calculated the adjusted cost for the 2017 annual payment as detailed in the table below; and

| | |
|--------------------------------------------------------------------|--------------|
| 2017 Base Rate/AF | \$735.90 |
| Annual Total for 11,000 AF | \$ 8,094,900 |
| Annual Adjustment for Look-in (applied to years 2017 through 2026) | \$ 744,018 |
| 2017 Total Payment | \$ 8,838,918 |

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Castaic Lake Water Agency authorizes the General Manager to make the 2017 payments of \$8,838,918 for the

Buena Vista/Rosedale-Rio Bravo Water Banking and Recovery Program, subject to minor adjustments due to rounding in the calculations.

A presentation on the 2017 Facility Capacity Fee Study Preview was given to the Board by Valerie Pryor and Brian Folsom (Item 4.5).

Director Atkins asked that a presentation by MWD regarding how they handle the Quagga mussels be given to the Board at a future meeting (Item 6).

Upon motion of Director Pecsí, seconded by Director McMillan and carried, the Board went into Closed Session at 7:56 PM to discuss the items listed on the Agenda by the following voice votes (Item 7):

| | | | |
|-------------------|-----|-----------------------|--------|
| Director Atkins | Yes | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

Director Atkins left the meeting at 8:37 PM before discussion of Items 7.2.(3), (4), (5) and (6).

Upon motion of Director Gladbach, seconded by Vice President Cooper and carried, the Board voted to come out of Closed Session at 8:59 PM by the following voice votes:

| | | | |
|-------------------|-------------|-----------------------|--------|
| Director Atkins | Not Present | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

President Campbell reconvened the Open Session at 8:59 PM.

Joe Byrne, Esq., reported that in regards to the Claim of the City of Santa Clarita against Castaic Lake Water Agency, Claim No. 15-0314-1, the Board voted to reject the claim by the following voice votes (Item 8):

| | | | |
|-------------------|-----|-----------------------|--------|
| Director Atkins | Yes | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecsí | Yes | | |

December 14, 2016

Page 8 of 8

And in regards to the Claim of Jenna Feinstein against Castaic Lake Water Agency for personal Injury, Claim No. 170176, the Board voted to reject the claim by the following voice votes (Item 8):

| | | | |
|-------------------|-----|-----------------------|--------|
| Director Atkins | Yes | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecs | Yes | | |

There were no other actions taken in Closed Session that were reportable under the Ralph M. Brown Act (Item 8).

Upon motion of Director Gladbach, seconded by Director McMillan and carried, the meeting was adjourned at 9:00 PM by the following voice votes (Item 9):

| | | | |
|-------------------|-------------|-----------------------|--------|
| Director Atkins | Not Present | President Campbell | Yes |
| Director Colley | Yes | Vice President Cooper | Yes |
| Director DiPrimio | Yes | Director Efstathiou | Yes |
| Director Gladbach | Yes | Director Kelly | Absent |
| Director Martin | Yes | Director McMillan | Yes |
| Director Pecs | Yes | | |

April Jacobs, Board Secretary

ATTEST:

President of the Board



Castaic Lake Water Agency

Memorandum

ITEM NO.
5.1

December 16, 2016

To: CLWA Board of Directors
From: Dirk Marks *DSM*
Water Resources Manager
Subject: December 15, 2016 Water Resources and Outreach Committee Meeting

The Water Resources and Outreach Committee met on Thursday, December 15, 2016 at 5:30 PM in the Training Room of the Santa Clarita Water Division. In attendance were Committee Chair Robert DiPrimio, Vice Chair Jerry Gladbach and Directors Edward Colley, Bill Cooper and Jacque McMillan. Staff members present were Stephanie Anagnoson, Matt Stone, Rick Viergutz and me. No members of the public were present. A copy of the agenda is attached.

Item 1: Public Comment – There was no public comment.

Item 2: Water Resources Manager's Report

- 2.1 Status of Rosedale-Rio Bravo Water Storage District Banking and Exchange Program Extraction Facilities** – I gave an overview of the status of the Rosedale-Rio Bravo Water Storage District Banking and Exchange Program Extraction Facilities (report attached).
- 2.2 Status of Water Supplies** – I gave an overview of the 2017 water supply outlook (report attached).
- 2.3 Status of Groundwater Sustainability Agency Formation** – Rick Viergutz gave an overview of the status of Groundwater Sustainability Agency formation efforts (report attached).
- 2.4 Other Staff Activities** – I reported on staff activities related to Southern California Edison's efforts to revise the time of use tariffs applied to renewable energy generation.

Item 3: Committee Planning Calendar – The Committee reviewed the Planning Calendar and provided its input.

Item 4: CLOSED SESSION: Conference with Real Property Negotiators (Section 54956.8)
Property: Select Parcels in Devil's Den Water District that are Located Immediately North and South of the Kings and Kern County Boundary and Adjacent to the PG&E Devil's Den Substation; **Agency Negotiator:** Dirk Marks; **Negotiating Parties:** SunPower Corporation, Systems; **Under Negotiation:** Price and Terms of Payment for Lease – This item was not discussed in Closed Session.

Item 5: CLOSED SESSION: Conference with Real Property Negotiators (Section 54956.8)
Property: Proposed Single Year Transfer (Calendar Year 2017) of CLWA Water Purchased Water Under the Buena Vista Water Storage District (BVWSD) and Rosedale-RioBravo Storage District (RRBWS) Water Banking and Recovery Program; Agency Negotiators: Matthew Stone and Dirk Marks; Negotiating Parties: Various Central Valley Project and State Water Project Contractors; Under Negotiation: Price and Terms of Payment – There were no actions taken in Closed Session that were reportable under the Ralph M. Brown Act.

The meeting adjourned at 7:00 p.m.:

Attachments

M6S

DATE: December 8, 2016

TO: Water Resources and Outreach Committee
 Robert DiPrimio, Chair
 Jerry Gladbach, Vice Chair
 Ed Colley
 Bill Cooper
 Jacque McMillan

FROM: Dirk Marks *DM*
 Water Resources Manager



A meeting of the Water Resources and Outreach Committee is scheduled to meet on **Thursday, December 15, 2016 at 5:30 PM** at the Santa Clarita Water Division located at 26521 Summit Circle, Santa Clarita, CA 91350 in the Training Room.

MEETING AGENDA

1. Public Comment
2. Water Resources Manager's Report
 - * 2.1 Status of Rosedale-Rio Bravo Water Storage District Banking and Exchange Program Extraction Facilities
 - * 2.2 Status of Water Supplies
 - * 2.3 Status of Groundwater Sustainability Agency Formation
 - 2.4 Other Staff Activities
3. * Committee Planning Calendar
4. CLOSED SESSION
 - 4.1 Conference with Real Property Negotiators (Section 54956.8):
 Property: Select Parcels in Devil's Den Water District that are Located Immediately North and South of the Kings and Kern County Boundary and Adjacent to the PG&E Devil's Den Substation
 Agency Negotiator: Dirk Marks
 Negotiating Parties: SunPower Corporation, Systems
 Under Negotiation: Price and Terms of Payment for Lease
 - 4.2 Conference with Real Property Negotiators (Section 54956.8):
 Property: Proposed Single Year Transfer (Calendar Year 2017) of CLWA Water Purchased Water Under the Buena Vista Water Storage District (BVWSD) and Rosedale-Rio Bravo Water Storage District (RRBWSD) Water Banking and Recovery Program
 Agency Negotiators: Matthew Stone and Dirk Marks
 Negotiating Parties: Various Central Valley Project and State Water Project Contractors
 Under Negotiation: Price and Terms of Payment

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5. CLOSED SESSION ANNOUNCEMENTS

6. Adjournment

- * Indicates attachment
- ◆ To be distributed

cc: CLWA Board of Directors
Joe Byrne

Notice:

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 (661) 297-1600, or writing to Castaic Lake 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 Castaic Lake Water Agency, 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 Web site, accessible at <http://www.clwa.org>.

MGS



Castaic Lake Water Agency Memorandum

December 7, 2016

To: CLWA Water Resources and Outreach Committee

From: Dirk Marks *DM*
Water Resources Manager

Subject: Status of Rosedale-Rio Bravo Water Storage District Banking and Exchange Program Extraction Facilities

SUMMARY

The Agency and Irvine Ranch Water District (IRWD) approved the construction of the sixth and final well contemplated under the joint Rosedale Rio Bravo project with IRWD. The Agency and IRWD completed an analysis and agreed to an approach to evaluate potential well equipping cost savings and have recommended changes in the bidding process. The project completion date has been extended to November 2017.

DISCUSSION

Construction of the sixth well is scheduled to take place from March 2017 through May 2017.

The results of the analysis to evaluate potential well equipping cost savings is complete. The work product generally found:

- a. The majority of the well equipping specifications were appropriate and were not changed.
- b. Bid documents should be more detailed. Refinements include separate bid items for earth work, pad placement and fencing, testing and disassembly of pumps and motors, lighting, security and SCADA.
- c. Alternative bid items are now incorporated into the contract documents. The bid document format for the Superior Wellfield should have two price columns (alternative A and B). The final contract may be a mix of A and B. Using this approach will quantify potential cost savings.

The project completion schedule has been extended from March 2017 to November 2017. The delay represents delays incurred related to additional packer testing, discussions regarding well equipping and additional time needed by IRWD to clarify items with RRB.

RDV

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Castaic Lake Water Agency Memorandum

December 8, 2016

To: CLWA Water Resources and Outreach Committee
From: Dirk Marks *DM*
Water Resources Manager
Subject: Status of Water Supplies

SUMMARY

On November 28, 2016, the Department of Water Resources announced an initial State Water Project Allocation of 20 percent. At this time there is a 90 percent chance that the allocation will increase in 2017 and only a 10 percent chance that it will decrease in 2017. If 2017 demands remain at 2016 levels, overall demand/supply would approximately balance and negate the need to rely on carryover or banked water supplies.

Statewide, extreme drought conditions cover 43 percent of California of which 21 percent is considered in exceptional drought. The extreme drought condition is throughout central and southern California. Last year at this time extreme drought covered 71 percent with 45 percent considered exceptional. Only northwest California is considered out of the drought. Although statewide drought conditions have improved since last year, the majority of the state continues to experience serious drought conditions.

Precipitation has been greater than average in northern and central California. Based on the 8-station North Sierra index, precipitation is currently 168 percent of average, while central California is 118 percent of average based on the 5-station San Joaquin index. Further south at the Tulare Basin 6-station index the percent precipitation is less than average at 70 percent.

The Santa Clarita Valley received 1.2 inches of rainfall in October and November 2016 as compared to 0.08 inches received during the same period in the prior water year. This is approximately the same as the historical average of 1.1 inches for the same time period.

Lake Shasta has exceeded the historical average and is currently at 64 percent capacity. Lake Oroville and San Luis Reservoirs are still below historical averages with 69 percent and 75 percent, respectively. Castaic Lake is currently at 80 percent of historical average.

The three-month probability outlook of precipitation shows that there is an equal chance for above, normal, or below average precipitation in northern California. Central and southern California have a below normal probability for average precipitation. The three-month probability outlook for temperature shows all of California having a higher than average probability for above normal temperatures.

CZH

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Castaic Lake Water Agency Memorandum

December 8, 2016

To: CLWA Water Resources and Outreach Committee
From: Dirk Marks *DM*
Water Resources Manager
Subject: Status of Groundwater Sustainability Agency Formation

SUMMARY

The Agency and the four water retailers (GSA formation committee) are continuing work with a facilitator to complete the required Groundwater Sustainability Agency (GSA) formation no later than the end of June 2017. Significant efforts are underway and the facilitator has provided a 90-day plan to accomplish key tasks regarding stakeholder assessment, public outreach, and GSA formation.

DISCUSSION

A GSA formation committee meeting was held November 17, 2016. It reviewed the attached schedule for formation of a GSA. The meeting primarily focused on a 90-day plan as described below:

November 2016 – January 2017 Activities

Complete tasks needed to commence stakeholder assessment and hold the first public workshop. This requires creation of a large stakeholder interested party list, as well as identifying key stakeholders for stakeholder assessment interviews prior to the first public workshop. The facilitator is currently conducting stakeholder assessment interviews with: general managers who represent the GSA Formation Committee members, the Santa Clarita City Manager, County of Los Angeles Environmental Health Department, environmental group representatives, and private well owner representatives. Stakeholder assessments may be one-on-one or with small groups. Interviews are scheduled to be completed in December 2016. The assessments will help determine topics for the January 2017 workshop.

The facilitator-led public workshop is scheduled to take place in January 2017. The anticipated venue is the Santa Clarita Sports Complex. The workshop will include an overview of Sustainable Groundwater Management Act, GSA Formation Committee efforts, and a summary of stakeholder assessment information.

Required public outreach will take many forms and may include an initial joint-media release advising readers that the GSA formation process has commenced, emails, items in newsletters, postings on websites, and flyer postings. An additional webpage on the Agency's website is under development.

We anticipate that in December 2016 or January 2017 we will have a more clear understanding from the City of Santa Clarita and Los Angeles County of their interest in formally being GSA members. Having this information will guide the next steps with governance discussions.

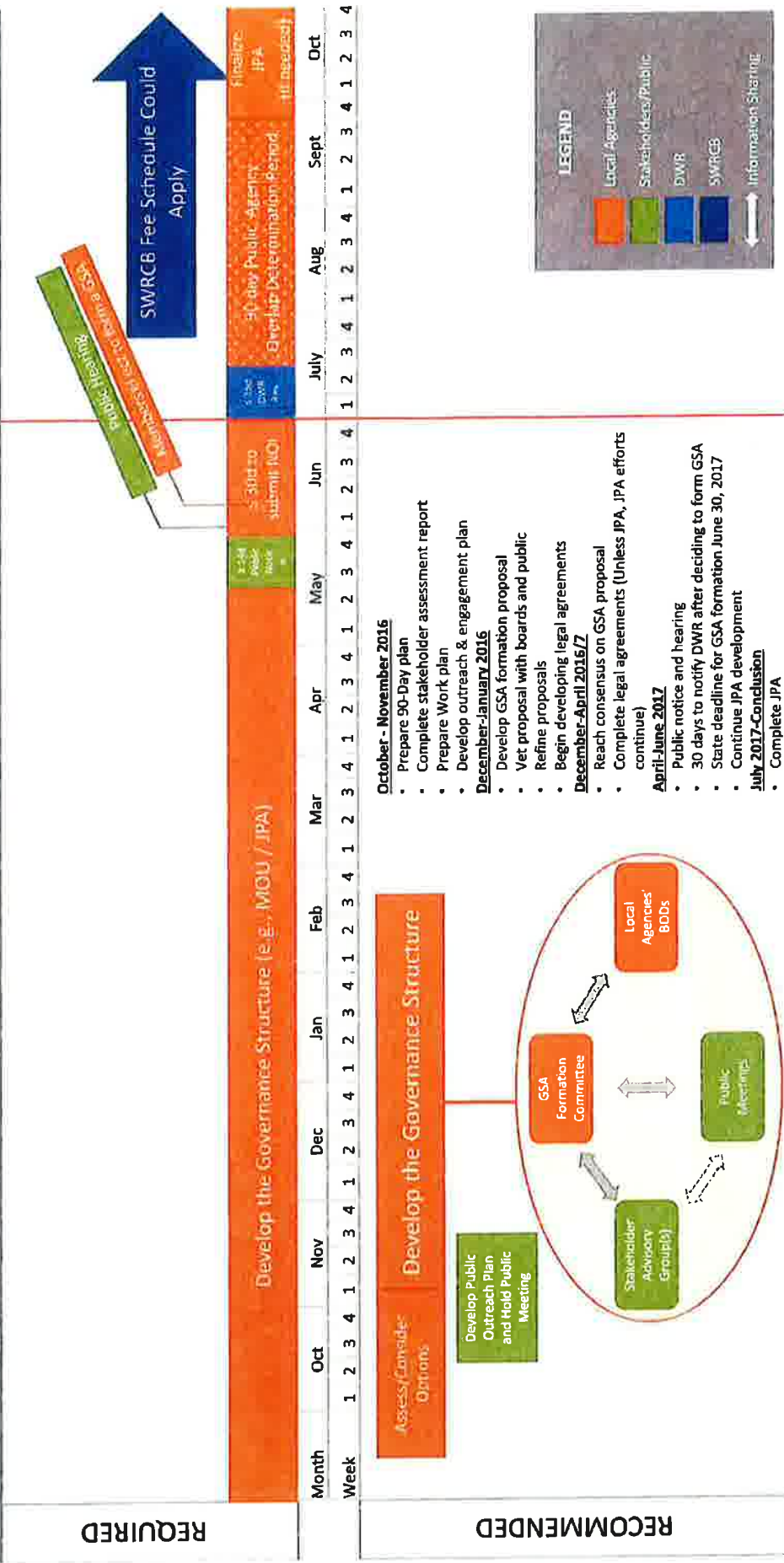
RDV

Attachment

MBS

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SGMA | GSA FORMATION TIMELINE



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Castaic Lake Water Agency Memorandum

December 1, 2016

To: CLWA Board of Directors
From: Dirk Marks *DM*
Water Resources Manager
Subject: Water Resources Department Report

Water Planning and Management

(FY 2016/17 Action A2.2: Implement dry-year recovery project for the Rosedale-Rio Bravo Water Storage District Water Exchange and Banking Program.)

(FY 2016/17 Action A2.3: Coordinate and analyze performance of water banking and exchange programs, local groundwater production and water conservation measures.)

(FY 2016/17 Action A2.4: Participate in efforts to implement the Sustainable Groundwater Management Act including formation of a groundwater sustainability agency for the Santa Clarita Valley.)

(FY 2016/17 Action A3.2: Ensure CLWA has full access to water supplies available to it under its State Water Project contract and other water supply agreements that rely on SWP conveyance and store water for reliability enhancement and dry year use.)

(FY 2016/17 Action A6.14: Implement land use changes at Devil's Den that provide revenue and/or reduce operating costs including potential development of solar generation facility.)

Completed Work

Staff submitted the Agency's initial 2017 SWP water order on September 28, 2016. On November 28, 2016, the initial 2017 State Water Project (SWP) allocation of 20 percent was announced. Through November 30, 2016, the Agency took delivery of an estimated 29,890 acre feet (AF) of imported water into the Agency's service area as shown in the table on the following page:

| Water Supply Source | AF Water Delivered |
|---------------------------------------------------------|---------------------------|
| SWP Table A | 27,650 |
| SWP 2015 Carryover | 2,240 |
| Carryover Credit | |
| Buena Vista/Rosedale-Rio Bravo | |
| West Kern Water District Exchange | |
| Rosedale-Rio Bravo Banking | |
| Semitropic WSD Banking | |
| Yuba Accord Water | |
| Castaic Lake Terminal Reservoir Storage | |
| Castaic Lake Terminal Reservoir Storage (Backfilled) | |
| Total Imported Water Delivered into Service Area | 29,890 |
| Total Recycled Water Delivered into Service Area | 489 |

Through November 30, 2016, no water was delivered to the Agency's Devil's Den property.

Work in Progress

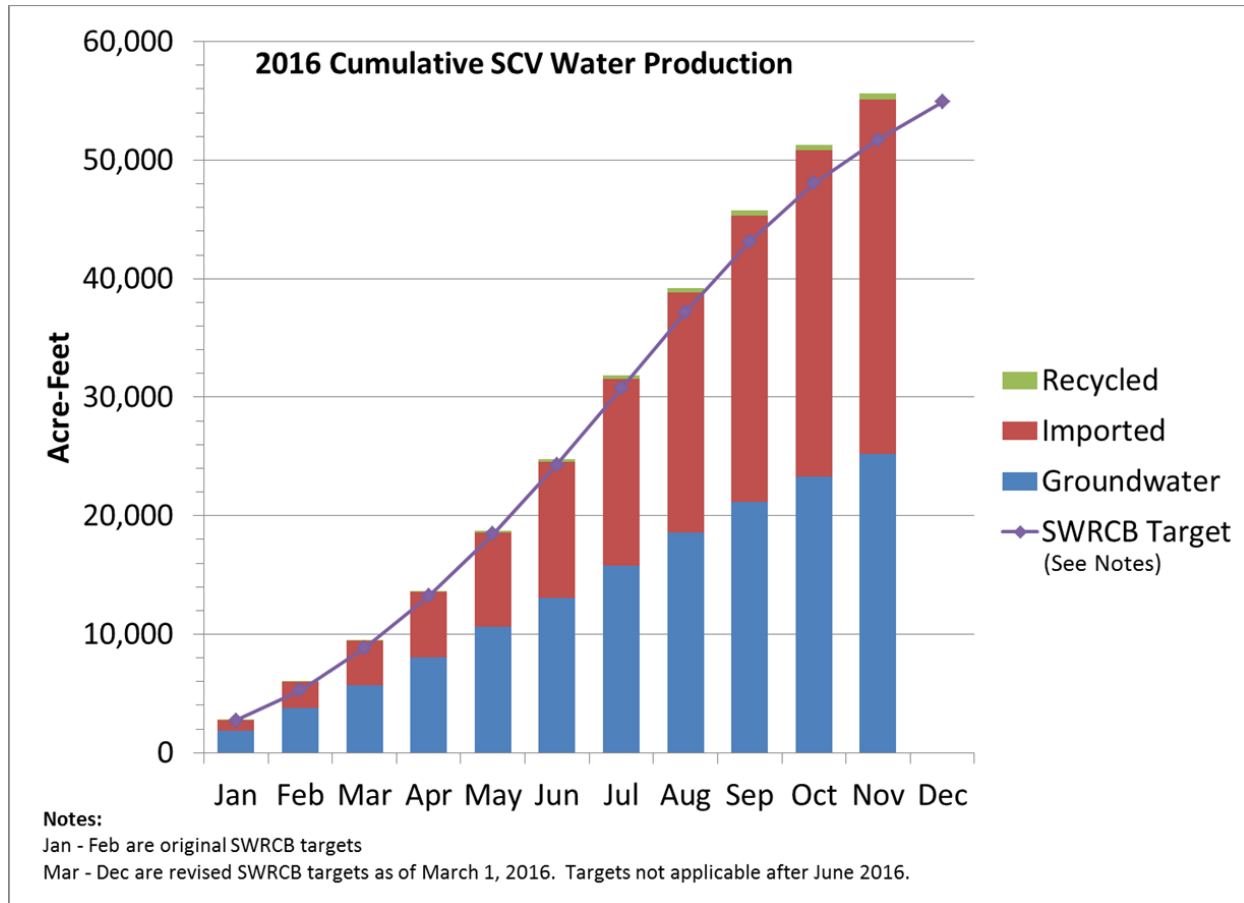
Staff is meeting with the Department of Water Resources and other SWP contractors to monitor hydrologic conditions and optimize Agency water management activities.

The Agency participates in water banking and exchange programs to provide water supplies during dry periods when SWP supplies are reduced. The Agency also stores water in SWP facilities under Article 56 for similar purposes. The following table shows beginning of the year storage, projected puts and takes, and estimates of end of the year storage.

| Program | Storage (AF) as of December 2015 | Put (Extraction) | End of Year Balance (AF) |
|------------------------------------------|----------------------------------|------------------|--------------------------|
| Rosedale Rio-Bravo (RRB) | 95,350 | 5,060 | 100,157 |
| Semitropic Water Storage District (SWDS) | 35,970 | | 35,970 |
| RRB 2:1 Exchange | 9,441 | | 9,441 |
| West Kern Water District 2:1 Exchange | 500 | | 500 |
| Carryover (Article 56) | 21,892 | 34,160 | 56,052 |
| Total: | 163,153 | 39,220 | 202,120 |

On June 1, 2015, the State Water Resources Control Board (SWRCB) mandatory drought water use restrictions became effective. Valley-wide the monthly water production declined approximately 13 percent compared to October 2013. Cumulative Valley-wide conservation savings from June 2015 through October 2016 was 25 percent. On June 1, 2016, conservation standards were determined through a self-certification process mandated by Executive Order B-37-16. Staff worked with the purveyors and determined the conservation requirement to be 0%. The June 15, 2016 deadline to upload all calculations and analyses to determine the conservation requirement was met.

The following chart provides a cumulative summary of 2016 monthly production in the SCV:



Staff continues to participate in meetings with the retailers and the Santa Clarita Valley Water Committee to coordinate imported and local water supplies and potential drought measures. The next meeting is scheduled for December 8, 2016.

Planned Actions

Staff will continue to work with the Department of Water Resources (DWR), banking partners, the retailers and others to most effectively manage the Agency’s imported water supply and position the Agency and retailers to meet water demands for 2016 and 2017.

Annexations

Completed Work

The Board of Directors adopted Resolution No. 3080 granting the General Manager authority to execute a second amendment to the annexation agreement for the Tesoro Del Valle Development extending the term through September 30, 2018, and deferring considering assignment of the annexation agreement to BLC Tesoro to a future date. On November 2, 2016, staff met with the current owners of Tesoro Del Valle to review the annexation agreement and timeframes.

Work in Progress

Staff has received correspondence from Tapia Canyon regarding annexation fees and has initiated analysis.

Planned Actions

Specific Annexation Agreements are subject to approval by the Board of Directors.

Sustainable Groundwater Management Act

Completed Work

At the March 23, 2016 CLWA and DDWD Board Meetings, each Board approved a resolution formally initiating a request to DWR to modify its Bulletin 118 Basin Boundaries. On March 30, 2016, Agency staff uploaded the formal requests to DWR.

On July 1, 2016, DWR approved the basin boundary modification requests for CLWA and DDWD. The statewide process for reviewing these requests continued with public workshops in July 2016. Final approval of these basin boundary modifications by the California Water Commission was received on October 18, 2016.

Work in Progress

DWR authorized the Center for Collaborative policy (CCP) to provide Sustainable Groundwater Management Act (SGMA) facilitation services to the Agency. On September 29, 2016, CLWA and Santa Clarita Water Division provided a tour of the Agency service area to Mindy Meyer, the CCP Facilitator, who met with the water retailers to discuss approaches to prepare the required Groundwater Sustainability Agency (GSA) formation notification to DWR. On November 17, 2016, the second meeting with the CCP Facilitator was held.

Planned Actions

The facilitator will conduct approximately 12 interviews with interested parties (CLWA, Four Retailers, City, County, Private Well Operators and others) in December. Also in December, a SGMA related webpage will be created and placed on the Agency's website. The first GSA formation public workshop is planned for January 2017 at the Santa Clarita Sports Complex.

Document Review and Preparation

(FY 2016/17 Action A1.2: Complete 2015 Water Supply Reliability Report.)

(FY 2016/17 Action A1.7: In coordination with the retail purveyors, respond to SB610 Water Supply Assessments and SB 221 Water Supply Verifications.)

(FY 2016/17 Action A2.1: Prepare the California Environmental Quality Act (CEQA) document for the CLWA Recycled Water Master Plan Update and the Recycled Water Rules and Regulations.)

Completed Work

The 2015 Urban Water Management Plan (2015 UWMP) was adopted by the Board at the June 8, 2016 Joint Meeting held with Newhall County Water District Board of Directors. Staff and consultants filed necessary documents with the DWR on June 29, 2016 and distributed documents as required under the UWMP Act. On September 29, 2016, the time period to challenge the 2015 UWMP expired. No challenges were received.

Work in Progress

Staff and consultants are proceeding with the development of a Salt and Nutrient Management Plan (SNMP) for the Upper Santa Clara River watershed. Comments were received on the Draft SNMP from SCOPE, Fivepoint (Newhall Land), the USCR Regional Water Management Group and the SCV Sanitation District. Responses to comments were posted on the Los Angeles Regional Water Quality Control Board (LARWQCB) website on October 27, 2016. Los Angeles Regional Water Quality Control Board staff has scheduled the hearing at the Regional Board Meeting on December 8, 2016.

Staff has also been working with stakeholders to inform them of funding opportunities through the Integrated Regional Water Management (IRWM) Program. To date, 28 IRWM stakeholder meetings have been held; the most recent meeting was held on October 27, 2016. The next IRWM stakeholder meeting is tentatively scheduled for some time in December 2016. Additionally, 24 Regional Water Management Group (RWMG) meetings have been held; the most recent meeting was held on September 22, 2016. The next RWMG meeting is tentatively scheduled for January 2016.

Staff is working with Environmental Science Associates (ESA) to develop the Programmatic Environmental Impact Report (PEIR) for the Recycled Water Master Plan Update. The Notice Of Proposal was released on March 3, 2016 for a 30-day comment period. A scoping meeting was held on March 24, 2016. The draft PEIR was released for public comment on September 30, 2016. Comments were due November 14, 2016. Eight comment letters were received. Seven comment letters were received by the deadline; the eighth comment letter, from United Water Conservation District, was received November 23, 2016. Currently, staff and consultants are preparing responses to the comments.

Staff has initiated preparation of the CLWA Water Supply Reliability Report.

Planned Actions

As planning and environmental documents are received by the Agency, staff reviews them for relevancy and comments as deemed necessary.

Long-term Reliability Programs

(FY 2016/17 Action A1.3: Participate in development and implementation of the Bay Delta Conservation Plan (BDCP), now known as the California WaterFix, by supporting interim financing of design and planning activities.)

(FY 2016/17 Action A1.4: Participate in development and implementation of the Bay Delta Conservation Plan (BDCP) by supporting State Water Project contract amendments to equitably allocate BDCP costs among participants.)

(FY 2016/17 Action A1.5: Identify projects and initiate planning for projects to enhance long-term water supply reliability identified in the updated Water Supply Reliability Report including water banking, exchanges, additional increased groundwater pump-back capability and water transfers.)

(FY 2016/17 Action A1.6: Support regulatory decisions that improve water supply reliability of the State Water Project in absence of Bay Delta Conservation Plan.)

Work in Progress

DWR released the Bay Delta Conservation Plan (BDCP) Draft Environmental Impact Statement/Draft Environmental Impact Report (DEIS/DEIR) for formal public review on December 13, 2013. The Agency submitted comments in support of the project and the environmental evaluation. On April 30, 2015, the Governor announced a revised alternative – California WaterFix – that would not be based on the establishment of a habitat conservation plan but instead provides for 30,000 acres of environmental habitat. Portions of the DEIS/DEIR were recirculated and the comment period closed on October 30, 2015. The Agency has submitted comments supporting the California WaterFix. A Record of Decision is anticipated in early 2017.

On July 29, 2016, staff submitted an application to participate in the planning process for the Sites Reservoir. The Sites Reservoir Authority transmitted a counter offer as the program was oversubscribed.

Water Resources/Purveyor Water Conservation Programs

(FY 2016/17 Action A2.5: Work with the Santa Clarita Valley Water Committee to further enhance retail purveyor, City and County drought and water conservation activities.)

(FY 2016/17 Action A4.1: Prepare a status updated for the SCV WUE SP.)

(FY 2016/17 Action A4.2: Initiate analysis of the Agency's turf replacement programs.)

(FY 2016/17 Action A4.3: Monitor and provide input into the Governor's proposed new water efficiency targets (beyond 20% by 2020.)

(FY 2016/17 Action A4.4: Continue to implement current programs and initiate implementation of one additional program identified in the updated Santa Clarita Valley Water Use Efficiency Strategic Plan (SCV WUE SP).)

(FY 2016/17 Action A4.5: Implement existing wholesale programs and policies consistent with the updated Santa Clarita Valley Water Use Efficiency Strategic Plan.)

(FY 2016/17 Action A4.6: Identify, plan and implement ways to fund large commercial, institutional and industrial turf replacement projects.)

(FY 2016/17 Action A4.7: Support local regulations for new development consistent with the goals of the Water Use Efficiency Strategic Plan.)

Completed Work

Residential Weather-Based Irrigation Controller (WBIC)

Staff followed up with customers who have been hard to reach in terms of scheduling inspections of controllers.

Residential Lawn Replacement Program

Staff sent bill stuffers to the water retailers to promote the Lawn Replacement Program. The retailers included them in their August to October 2016 billings (staggered depending on retailers' schedules for their own bill stuffers).

Large Landscape and CII WBIC and Turf Removal Programs

Staff sent bill stuffers to the water retailers to promote the CII/LL Turf Replacement Programs. The retailers included them in their August and September 2016 billings.

Work in Progress

Residential Weather-Based Irrigation Controller (WBIC)

This program has 112 weather-based irrigation controllers still available. This program is being migrated to a new site at www.conservation.clwa.org.

Residential Lawn Replacement Program

The table below shows activity in the Residential Lawn Replacement Program. This program has been migrated to a new site at www.conservation.clwa.org.

| Lawn Replacement Program (LRP) | | | |
|--------------------------------|--------------------------------------|------------|---------------|
| | Since Program Inception July 1, 2014 | FY 2016/17 | November 2016 |
| Applications | 626 | 17 | 1 |
| Completed Projects | 356 | 24 | 5 |
| Square Feet Removed | 439,155 | 22,760 | 6,722 |

Large Landscape and CII WBIC and Turf Removal Programs

The tables below show activity in the Large Landscape Programs.

| Large Landscape Turf Removal | | | |
|------------------------------|--------------------------------------|------------|---------------|
| | Since Program Inception July 1, 2014 | FY 2016/17 | November 2016 |
| Applications | 190 | 13 | 7 |
| Completed Projects | 162 | 11 | 3 |
| Square Feet Removed | 756,334 | 161,784 | 28,511 |

| Large Landscape WBIC | | | |
|-------------------------|--------------------------------------|------------|---------------|
| | Since Program Inception July 1, 2014 | FY 2016/17 | November 2016 |
| WBIC Applications | 34 | 5 | 0 |
| WBIC Projects Completed | 29 | 0 | 0 |
| Stations Converted | 3,347 | 0 | 0 |

Planned Actions

Staff will prepare a status update of the SCV Water Use Efficiency Strategic Plan for June 2017.

To increase participation levels for all conservation programs, additional outreach will occur.

Governmental and Public Outreach

(FY 2016/17 Action D4.4: Support efforts that explore creation of a new valley-wide water agency for the Santa Clarita Valley.)

(FY 2016/17 Action D5.2: Continue coordination with CLWA legislative analysts in communications with local elected officials and their staffs.)

(FY 2016/17 Action D5.3: Coordinate legislative initiatives concerning Sacramento-San Joaquin Delta and water conservation with legislative analysts, Association of California Water Agencies, State Water Contractors and other necessary parties to enhance the reliability and cost effectiveness of CLWA's State Water Project Water supply.)

Completed Work

Community Events

Staff did not attend any community events during November 2016.

Speakers Bureau

On November 15, 2016, CLWA staff presented a marketing webinar as an Environmental Protection Agency (EPA) WaterSense Partner.

E-newsletters

Staff distributed the November 2016 edition of *Water Currents* (the monthly e-Newsletter) via Constant Contact to 3,082 recipients. The average open rate of the email was 29%.

Website/Internet and Social Media

Staff shared current water news and drought information through social media channels. The following are the channels and the number of users as of November 30, 2016:

- Facebook: 888 likes
- Twitter: 639 followers
- Instagram: 392 followers
- Pinterest: 16 followers (this account is used more for content curation than for gathering followers)

Press Releases, Commentaries and Op-Eds

A joint press release from CLWA and NCWD about the financial implications of the potential merger was released on November 16, 2016.

Blue Ribbon Committee

There was no Committee meeting scheduled in November 2016.

Work in Progress

Legislative Initiatives

Staff is monitoring ongoing state and federal legislative and administrative developments related to Emergency Drought Regulations, groundwater management, the Delta and grant funding.

Staff is coordinating with federal legislative advocates to facilitate inclusion language in the upcoming Water Resource Development Act that would benefit Agency water reliability efforts.

Social Marketing Campaign

This campaign focuses on promoting the residential lawn replacement program by letting residents know that they can have “less lawn and more color” in their landscapes. Ads will appear on billboards, print media, TV shows, and digital ads.

| CLWA SOCIAL MARKETING CAMPAIGN | |
|----------------------------------------------------------|-------------------------------------|
| July - December 2016 | |
| PRINT | |
| Various Outlets | 30 full page ads |
| MEDIA | |
| Time Warner Cable (30-sec TV commercial; July – Sept) | approximately 1,000 spots per month |
| OUTDOOR | |
| Billboards | Soledad and Sierra Hwy |
| WEBSITE | |
| Time Warner Cable (July – September) | 180,000 impressions per month |
| KHTS | 500,000 impressions per month |

Communications Strategic Plan

Moore Iacofano Goltsman, Inc. (MIG) has not yet finalized the Communications Strategic Plan.

Press Releases, Commentaries and Op-Eds

Staff is working on the following:

- Family of Water Suppliers op-ed about drought fatigue and demand rebound. It is anticipated to be distributed December 2016.
- CLWA’s press release with the 2017 initial State Water Project allocation for early December 2016.
- CLWA’s Look Back and Look Ahead op-eds scheduled for release in early and later January 2017.
- CLWA’s press release that focuses on “funds are available” for our residential Lawn Replacement Program. Additionally, it share’s the success story of Lisa Valenti who successfully navigated the program process to install a drought-tolerant landscape, release date to be determined.
- CLWA’s press release about the approval of the Salt and Nutrient Management Plan and how it will affect the future of recycled water projects in the SCV, release date to be determined.

Blue Ribbon Committee

The next Committee meeting is scheduled for January 12, 2017 and will provide an update on current water issues.

Water Academy

There has been limited response from potential participants. Staff is reassessing this program.

Planned Actions

SCV WUE SP

Staff will continue to implement the outreach component of the Santa Clarita Valley Water Use Efficiency Strategic Plan.

Press Releases, Commentaries and Op-Eds

Staff is planning the following:

- CLWA press release focusing on a new self-guided virtual tour that highlights inspirational low-water use landscapes in the SCV.

Miscellaneous

Staff is working with the water retailers to distribute bill stuffers promoting the Lawn Replacement Program in January and February 2017 (staggered depending on retailers' schedules for their own bill stuffers).

Completed Work

Education Programs

Staff instructed 671 students and 60 teachers and chaperones during the month of November 2016.

Grant Funding and Administration

(FY 2016/17 Action C1.2: Prepare a Proposition 1 grant application if available.)

(FY 2016/17 Action C1.8: Oversee and administer the Proposition 84 Upper Santa Clara River Integrated Regional Water Management grant program.)

(FY 2016/17 Action C1.9: Pursue federal funding for perchlorate contamination clean-up and recycled water projects in coordination with Washington, DC legislative advocates.)

(FY 2016/17 Action C1.10: Administer awarded grants and assist project managers in determining reimbursement schedule.)

Completed Work

The status of the Agency's grant requests are shown in the table below:

| Status of Agency Grant Requests | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|----------------|
| Type of Grant | Status | Amount Awarded |
| Prop 84 Round 1 IRWM Planning | Awarded (February 2011) Contract closed | \$266,250 |
| Prop 84 Round 1 IRWM Implementation | Awarded (September 2011) Contract executed | \$6,931,000 |
| Prop 84 Round 2 IRWM Planning ^(a) | Awarded (November 2012) Contract executed | \$733,750 |
| Prop 84 Round 2 IRWM Implementation ^(b) | Awarded (February 2014) Contract executed | \$7,006,481 |
| Prop 84 Local Groundwater Assistance ^(c) | Awarded (August 2013) Contract executed | \$158,450 |
| EPA Catalog of Federal Domestic Assistance (CFDA) 66-606 ^(d) | Awarded (April 2007) Contract closed | \$1,012,000 |
| Prop 84 2014 Drought Grant ^(e) | Awarded (October 2014) Contract executed | \$16,744,039 |
| Prop 84 2015 Implementation (R3) ^(f) | Application submitted (August 7, 2015) | \$16,229,000 |
| <p>Notes:</p> <p>(a) This grant updates (1) the Agency's 2002 Recycled Water Master Plan and associated CEQA documentation, and (2) the 2008 Santa Clarita Valley Water Use Efficiency Strategic Plan.</p> <p>(b) This grant proposal includes two Agency projects requesting a combined \$3,524,715 for the Santa Clarita Valley Water Use Efficiency Strategic Plan programs and the Foothill Feeder Connection, out of the total award of \$7,006,481. Final recommendations were announced on February 4, 2014.</p> <p>(c) This grant proposal would fund the installation of one monitoring well in the Valencia area of the Santa Clarita Valley.</p> <p>(d) The grant funds the RVWTP Clearwell Cover Improvements project. Grant was closed September 21, 2015.</p> <p>(e) This grant application includes two Agency projects, the Rosedale Rio-Bravo/CLWA wells extraction project and the Semitropic Water Storage District/CLWA enhanced capacity project, for \$10,914,039 out of a total award of \$16,744,039.</p> <p>(f) This grant application includes one Agency project, Residential and Commercial Turf Grass Removal in the SCV for \$2,850,000 million out of a total request of \$16,229,000. Final funding recommendation is \$0. A letter challenging the score and evaluation of the application was submitted to DWR on November 13, 2015. Final award of \$0 posted January 13, 2016.</p> | | |

As the grant agreements are completed, staff assists in the administration of each grant to facilitate reimbursement requests and necessary reporting. The status of the administration of the grants is shown in the table on the next page:

| Project Progress | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------|---------------------------------|
| Type of Grant | Amount Awarded | Project Progress (% Complete) | Reimbursement Requested to Date |
| Prop 84 Round 1 IRWM Planning ^(a) | \$266,250 | 100% | \$261,082 |
| Prop 84 Round 1 IRWM Implementation ^{(b)(c)} | \$6,931,000 | 21% | \$2,170,287 |
| Prop 84 Round 2 IRWM Planning ^(d) | \$733,750 | 95% | \$627,710 |
| Prop 84 Round 2 IRWM Implementation ^(e) | \$7,006,481 | 46% | \$2,770,610 |
| Prop 84 Local Groundwater Assistance ^(f) | \$158,450 | 100% | \$158,450 |
| EPA Catalog of Federal Domestic Assistance (CFDA) 66-606 ^(g) | \$1,012,000 | 100% | \$1,012,000 |
| Prop 84 2014 Drought Grant ^(h) | \$16,744,039 | 54% | \$8,241,295 |
| Notes: | | | |
| <i>(a) The last invoice submitted in December 2014 claimed the remaining retention, effectively closing out this grant proposal.</i> | | | |
| <i>(b) Seventeen progress reports and invoices totaling \$2,170,287 in grant share paid have been submitted to the State for reimbursement. The next progress report and invoice will be submitted in January 2017.</i> | | | |
| <i>(c) Staff submitted the scope, schedule and budget for the Saugus Formation dry year reliability wells and replacement wells which is being put forward as the substitute project to replace the South End (Phase 2C) Recycled Water Project in order to maintain the \$4,750,000 in grant funding. DWR has amended the agreement to reflect the new project. On September 8, 2016, DWR granted Amendment 3 that extended the Grant Agreement to complete the Saugus Groundwater Wells project, modified the work plan and adjusted the budget.</i> | | | |
| <i>(d) The grant agreement was executed in September 2013. Eleven progress reports and invoices totaling \$627,710 in grant share paid have been submitted to the DWR for reimbursement.</i> | | | |
| <i>(e) Eight progress reports and invoices were submitted for a combined total of \$2,770,610 in grant share paid.</i> | | | |
| <i>(f) The grant agreement was executed in January 2014. The ninth and final progress report was submitted in May 2016. All reimbursable funds have been received. Project completion report was submitted May 20, 2016 and accepted May 31, 2016. Retention reimbursement was received September 9, 2016. This project is now complete.</i> | | | |
| <i>(g) This project is being replaced with the Rio Vista Water Treatment Plant Clearwell Cover Improvements Project. Project is 100% complete; grant was closed September 21, 2105.</i> | | | |
| <i>(h) The grant agreement between DWR and CLWA was executed July 20, 2015. All subgrantee agreements have been executed. The fifth progress report and invoice were submitted in October, 2016.</i> | | | |

Work in Progress

Proposition 1 – the 2014 Water Bond – Water Quality, Supply, and Infrastructure Improvement Act of 2014 – offers grant and loan opportunities for regional water reliability. The SWRCB currently has a continuous solicitation for recycled water projects. The SWRCB online application process consists of completing four packages of information required for submittal as a proposed project progresses. The four packages include: General, Technical, Financial and Environmental Information. The General Information package for a SWRCB Proposition 1 grant application was submitted on February 23, 2016 for the Phase 2B Recycled Water Project. A SWRCB Project Manager for Phase 2B was assigned on April 12, 2016. The General Information and Environmental packages for Phases 2A, 2C and 2D Recycled Water Projects were submitted the end of June 2016. A kick-off meeting with SWRCB staff was held August 31, 2016.

A pre-application for the Proposition 1 Groundwater Quality Funding Grant was submitted on July 29, 2016 for the Saugus VOC Treatment Facility. Staff is waiting to hear if CLWA will be invited to submit a full application. A project site visit with Paul Murphy of SWRCB is scheduled for December 14, 2016, staff (Upper Santa Clara River RWMG) is working with the Greater Los Angeles County and Watershed Coalition of Ventura County Regional Water Management Groups to develop a Funding Area-Wide Prop 1 application for Disadvantaged Community Involvement. This particular application is different from past applications in that it is a funding area-wide application – a single application for the entire area. The County of Los Angeles is leading the application process. The initial application is envisioned to conduct water related needs assessments in disadvantaged communities in the incorporated and unincorporated area.

DSM

Attachment



M E M O R A N D U M

Date: December 1, 2016
To: Dirk Marks
From: Karen Denkinger
Subject: **November 2016 Public Programs & Web Statistics**

PEOPLE

| | | |
|-----------------------------------------|-----------------|----------------------------|
| <u>School Tours:</u> | 671 students | 2,384 YTD (July-June) |
| <u>Landscape Class: Saturday:</u> | 15 participants | 295 YTD (January-December) |
| <u>Landscape Class: Evening Series:</u> | 21 participants | 205 YTD (January-December) |
| <u>Public Outreach Events:</u> | None | |

WEB

Top 10 Web Hits:

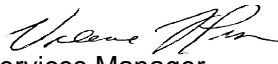
1. CLWA (1,629)
2. What is Irrigation and Why is it Important (521)
3. Employment Opportunities (490)
4. Board of Directors (357)
5. William Cooper (354)
6. About Us (303)
7. Doing Business (268)
8. NeoGov Job Specifications (224)
9. Contact Us (210)
10. Document Center (196)

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Castaic Lake Water Agency Memorandum

December 5, 2016

To: CLWA Board of Directors
From: Valerie L. Pryor 
Administrative Services Manager
Subject: Administration Department Report

Financial

Completed Work

Staff prepared the draft Comprehensive Annual Financial Report (CAFR). The CAFR was presented at the November 8, 2016 Ad Hoc Audit Committee meeting and the Board of Directors received and filed it at its November 21, 2016 special Board meeting.

In February 2015, the Governmental Accounting Standard Board (GASB) issued GASB Statement No. 72, "Fair Value Measurement and Application." The new statement enhances the comparability of financial statements among governments by measurement of certain assets and liabilities at their fair value using a consistent and more detailed definition of fair value and accepted valuation techniques. All valuation measurements and disclosures required by the new GASB statement were reflected in the Agency's FY 2015/16 draft Comprehensive Annual Financial Report (CAFR). The Board of Directors received and filed the CAFR at its November 21, 2016 special Board meeting. *(FY 2016/17 Action C1.1: Review and prepare for implementation of GASB Statement No. 72, Fair Value Measurement and Application. GASB Statement No. 72 provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements of the Agency's investment portfolio.)*

Staff coordinated a second Prevailing Wage Requirements (PWC100) workshop with Legal Counsel BBK on Monday, November 14, 2016. This provided an opportunity for staff to receive updates as well as a chance to pose questions on the issue.

Work in Progress

Staff continues to engage in workshop meetings to collaborate on updating the Risk Transfer Manual as well as Purchasing Policy, incorporating the recently updated contract templates with the new prevailing wage requirements, as well as new procedures with PlanetBids software. *(FY 2016/17 Action D3.10: Update Risk Transfer Manual); (FY 2016/17 Action D3.9: Revise the Agency's Purchasing Policy.)*

Staff engaged a consultant to assess the Agency's grant administration activities and recommend the appropriate organizational and staffing structure. *(FY 2016/17 Action D3.4: Staff will engage a consultant to assess the Agency's grant administration activities and recommend the appropriate organizational and staffing structure.)*

Staff currently has the Agency's cellular/smart telephone policy under review for revisions. *(FY 2016/17 Action D3.3: Review and update the Agency's cellular/smart telephone policy.)*

Staff is reviewing the Agency's Wholesale Debt Management, Derivatives and Disclosure Procedures policies.

Staff is participating in negotiations with the Department of Water Resources for the California Water Fix Water Supply Contract amendment.

Human Resources and Risk Management

Completed Work

Inspections

The monthly inspections of fire extinguishers, emergency eye wash/shower stations, Self-Contained Breathing Apparatus (SCBA) units, Automated External Defibrillator (AED) units and emergency flashlights were completed on November 30, 2016.

The monthly underground storage tank designated operator inspection was completed on November 3, 2016.

Safety/Workers Compensation/Liability

- There were no recordable injuries in November 2016.

Other

Staff attended the PIHRA monthly luncheon meeting, *2017 Economic Outlook for California and the United States*, at the Embassy Suites in Valencia on November 10, 2016.

Staff attended an ACWA/JPIA presentation during its Board Conference in Anaheim titled "On Trial: Your District" on November 29, 2016.

Recruitments

The following recruitments are completed:

- Administrative Technician
- Office Assistant II

Audits

Staff worked with CalPERS representatives and completed an audit which resulted in revising the Agency's salary schedules. The most recent revised salary schedule approved by the Board has been posted online for transparency.

Work in Progress

Inspections

Staff continues formal monthly safety inspections including fire extinguishers, emergency eye wash/shower stations, emergency flashlights, Personal Protective Equipment (PPE), SCBA, AED, UST

spill compliance, Above Ground Storage Tank spill compliance and housekeeping at Earl Schmidt Filtration Plant (ESFP), Earl Schmidt Intake Pump Station (ESIPS), Rio Vista Water Treatment Plant (RVWTP), Rio Vista Intake Pump Station (RVIPS), Santa Clarita Water Division (SCWD) warehouse, SCWD office and Sand Canyon Pump Station.

Recruitments

The following recruitments are underway:

- Public Affairs Specialist III
- Water Conservation Education Specialist (2 vacancies)
- Treatment Plant Operator
- Utility Worker I or II

Organizational Effectiveness

Staff is updating the following safety procedures: Personal Protective Equipment and Heat Illness.

Per Board's direction, staff is working with Legal Counsel to draft a proposed policy regarding the Agency's vacation accrual policy. *(FY 2016/17 Action D3.1: Review and recommend revisions to the Agency's vacation accrual policy.)*

Planned Actions

Staff is planning to utilize ACWA/JPIA and outside brokers to identify life insurance plans and to provide recommendations regarding life insurance programs for employees and Directors. Staff will work to implement Board's direction. *(Deferred from FY 2015/16 Action D3.18: Research life insurance supplemental plans and provide recommendations.)*

Staff will coordinate and conduct a live confined space entry and rescue drill. *(FY 2016/17 Action D3.7: Conduct live confined space entry and rescue drill.)*

Staff will coordinate with a local fire department and/or emergency services provider to conduct a response drill. *(FY 2016/17 Action D3.8: Conduct a response drill with local fire department and/or emergency services contractor.)*

Staff is planning to work with JPIA to develop a return-to-work program and will provide recommendations to management. *(FY 2016/17 Action D3.12: Develop and recommend a return to work program.)*

Staff will periodically review the Employee Manual policies and recommend updates and revisions as necessary. Staff will create new policies if needed. *(FY 2016/17 Action D3.15: Continue reviewing the Employee Manual policies periodically and recommend updates and revisions as necessary.)*

Staff continues to participate in community events. *(FY 2015/16 Action D5.5: Staff will continue to participate in community events (COC Water Technology Board, SCV Mayor's Committee for Employment of Individuals with Disabilities, PIHRA, COC Business Alliance, etc.)*

- Upcoming Safety Training:
 - December: Hands-On crane operations training for Operators and Maintenance staff.
 - January: Respiratory Fit testing.

(FY 2016/17 Action D2.4: Continue to provide all required and recommended safety training.)

Information Technology/Facilities/Events

Completed Work

Staff and consultants have completed the upgrade of the iManage Filesite program. The Filesite program is the Agency's document management software. This upgrade will allow the Agency to upgrade to the newest version of the Microsoft Office suite. *(FY 2016/17 Action D3.13: Upgrade Interwoven Filesite document management software to version 9.)*

Staff has completed a test of the backup communication connectivity between Wholesale and Retail with successful results. *(FY 2016/17 Action D3.14: Conduct quarterly tests of Agency's technology and communications systems.)*

Staff completed work with contractor to upgrade the audio visual system in the Board and Training Rooms have replaced aging equipment and improved the ergonomics of the rooms. Staff has installed the network portion of the project and parts have been ordered and installed.

Work in Progress

Staff has received licenses for the upgrade to Microsoft Office suite 2016. Staff will begin testing the software integration with the upgraded iManage Filesite software. *(FY 2016/17 Action D3.11: Upgrade Microsoft Office to version 2016.)*

Staff and consultants have begun the process to replicate the Agency's server image backups to the cloud. This will allow the servers to be brought online in a cloud environment in the case of a disaster. *(FY 2016/17 Action D3.18: Conduct semiannual tests of Agency's disaster recovery plan.)*

Staff is reviewing an upgrade of the security system at the Sand Canyon Pump. Staff is moving forward with getting bids.

Awarding a contract for the replacement of the ESFP HVAC Heat Pumps has been mailed to the lowest bidder and staff is planning to move forward with project. *(FY 2015/16 Action D3.19: Replace Earl Schmidt Filtration Plant HVAC system.)*

Planned Actions

Test the Agency's disaster recovery plan in January 2017. *(FY 2016/17 Action D3.18: Conduct semiannual tests of Agency's disaster recovery plan.)*

Test backup communication connectivity between Wholesale and Retail in March 2017. *(FY 2016/17 Action D3.14: Conduct quarterly tests of Agency's technology and communications systems.)*

Automate the security gate at the Summit Circle parking area.

(FY 2016/17 Action D3.2: Create network switch stacking for high availability redundancy on main network communication points.)

(FY 2016/17 Action A6.12: Implement security improvements at Rio Vista Water Treatment Plant, including wall and gate for reception area, replacing building entry doors and installing card reader lock mechanisms throughout the facility.)

(FY 2016/17 Action A6.13: Retrofit Rio Vista Water Treatment Plant filter deck area with LED lighting.)

(FY 2016/17 Action A6.11: Upgrade video surveillance system.)

VLP

M65

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