



---

Date: November 18, 2009

To: The Honorable Board of Directors

From: Richard W. Atwater  
Chief Executive Officer/General Manager

Subject: General Manager's Report Regarding Agency Activities

---

**INTERAGENCY WATER MANAGERS' MEETING**

The next Interagency Water Managers' meeting is scheduled for November 19, 2009, as part of the Watermaster Advisory Committee agenda.

**HUMAN RESOURCES**

On October 28<sup>th</sup>, President Obama signed into law the Fiscal Year 2010 National Defense Authorization Act (H.R. 2647). The new law includes an expansion of the recently enacted military leave laws under the Family and Medical Leave Act of 1993 (FMLA). In January 2008, FMLA leave added exigency and caregiver leave provisions for military families. Previously, exigency leave was limited to family members of the National Guard and reservists. Under H.R. 2647, exigency leave benefits are expanded to active duty service members. Similarly, caregiver leave was limited to care for a family member who is injured while serving on *active* military duty. Under H.R. 2647, caregiver leave is expanded to include veterans who are undergoing medical treatment, recuperation, or therapy for serious injury or illness that occurred any time during the *five years preceding* the date of treatment.

In November, Level 4 employees are scheduled for an online course on Leading Teams, while Level 1 employees will attend a facilitated Capstone Prep Course. Workshops on Integrating E-Learning Resources into Performance Management will be conducted for Level 3 and 4 staff. Level 2 and 3 employees, who have yet to complete their TEAMS requirements, will continue their coursework with the e-learning curricula.

<b><u>CURRENT STAFFING</u></b>	
Regular Full-time Employees:	286
Contract/Limited Term Employees:	15
Interns:	18
<b>TOTAL:</b>	<b>319</b>

General Manager's Report Regarding Agency Activities

November 18, 2009

Page 2 of 12

<b><u>CURRENT RECRUITMENT ACTIVITIES</u></b>	
<b>Recruitments in Process/Offer Pending</b>	<b>5</b>
<b>Placement in Process:</b>	<b>0</b>
<b>No RFVP; Position on Hold:</b>	<b>17</b>
<b>Total Regular Vacancies (Excludes Contract &amp; Intern Positions):</b>	<b>22</b>

<b><u>RECRUITMENTS IN PROCESS</u></b>							
	<b>Position</b>	<b>Department</b>	<b>RFVP Received</b>	<b>Closing Date</b>	<b>Salary Range</b>	<b>Tentative Placement Date</b>	<b>Notes</b>
1	Mechanic I/II	590-Organics Management	8/6/09	10/2/09	GU089/ GU091	11/09	Offer Pending
2	Electrical Technician II	553- RP2/CCWRF Electrical/ Instrument Maint.	10/7/09	10/30/09	GU093	12/09	Applications in Review
3	Warehouse & Inventory Control Technician	546-RP1Maint Planning & Materials Mgmt	10/7/09	10/23/09	GU087	12/09	Testing 11/9/09
4	Accountant	230-Fiscal Management	10/19/09	10/30/09	UN091	11/09	Interviews 11/5/09
5	Environmental Compliance Officer/Sr. ECO	517-Technical Services and Environmental Compliance	11/4/09	TBD	UN097/ UN100	1/09	Recruitment in Process

<b><u>POSITIONS ON HOLD (5.6% Vacancy Factor)</u></b>			
	<b>Position</b>	<b>Department</b>	<b>Vacant Since</b>
1	Staff Internal Auditor	107-Internal Audit	3/09
2	Human Resources Analyst	250-Human Resources	10/08
3	Manager of Planning and Water Resources	312-Planning & Water Resources	8/09
4	Sr. Water Resources Analyst	312-Planning & Water Resources	7/08

General Manager's Report Regarding Agency Activities

November 18, 2009

Page 3 of 12

5	Sr. Engineer	420-Engineering	12/08
6	Engineering Technician	420-Engineering	3/09
7	Assistant Engineer	420-Engineering	9/09
8	Deputy Manager of Construction Management	425-Construction Management	8/08
9	Construction Project Coordinator (Limited Term)	425-Construction Management	2/09
10	Administrative Secretary (Limited Term)	425-Construction Management	12/08
11	Junior Operations Assistant	540-RP1 Operations	3/09
12	Sr. Operator	540-RP1 Operations	5/09
13	Operator	540-RP1 Operations	10/09
14	Operator	540-RP1 Operations	6/09
15	Office Assistant	543-RP1/RP4 Elect/Inst. Maintenance	4/09
16	Junior Operations Assistant	580-RP2/RP5 Operations	5/09
17	Operator	580-RP2/RP5 Operations	2/09

**CONTRACT/LIMITED TERM VACANCIES**

None.

**INTERN VACANCIES**

None.

**BUILDING ACTIVITY REPORT**

Contracting Agency	Projected Activity (EDU's)	Actual Activity To Date (EDU's)	Monthly Reported EDU's	Percent of Projected EDU's
Chino	92	24	September	26%
Chino Hills	31	12	September	40%
C.V.W.D	308	502	September	163%
Fontana	500	258	September	52%
Montclair	158	16	September	10%
Ontario	318	188	September	59%
Upland	52	12	September	24%
TOTAL	1,459	1,014		69%

**OPERATIONS**

<b>SUMMARY OF CHINO BASIN GROUNDWATER RECHARGE OPERATIONS</b>					
October 2009					
<b>Drainage System</b>	<b>Recharge Volume (AF)*</b>			<b>Management Zone Subtotals</b>	
<b>Basin</b>	<b>SW/LR</b>	<b>MW</b>	<b>RW</b>		
<b>San Antonio Channel Drainage System</b>					
College Heights	-	-	N	MZ-1 <b>302</b> AF**	
Upland	12	-	N		
Montclair 1, 2, 3 and 4	57	-	N		
Brooks	13	-	184		
<b>West Cucamonga Channel Drainage System</b>					
8th Street	74	X	-	MZ-2 <b>612</b> AF**	
7th Street	-	X	-		
Ely 1, 2, & 3	151	X	102		
<b>Minor Drainage</b>					
Grove	-	N	N		
<b>Cucamonga and Deer Creek Channel Drainage Systems</b>					
Turner 1 & 2	80	-	-		
Turner 3 & 4	-	-	-		
<b>Day Creek Channel Drainage System</b>					
Lower Day	8	-	X		
<b>Etiwanda Channel Drainage System</b>					
Etiwanda Debris	-	4	X		
Victoria	37	5	X		
<b>San Sevaine Channel Drainage System</b>					
San Sevaine 1, 2, 3, & 4	20	-	N		
San Sevaine 5	36	N	X		
<b>West Fontana Channel System</b>					
Hickory	24	4	189	MZ-3 <b>484</b> AF**	
Banana	15	-	129		
<b>Declez Channel Drainage System</b>					
RP3 Cells 1,3, & 4	91	-	203		
RP3 Cell 2	31	-	-		
Declez	15	-	-		
<b>Non-Replenishment Recharge Deduct **</b>					
Brooks (MVWD) MZ-1	-				
Montclair (MVWD) MZ-1	(38)				
Turner (SAWCO) MZ-2	-				
Ely (GE) MZ-2	(56)				
Month Total = 1,399 AF	579	13	807		
<b>Fiscal Year to Date Total</b>					
Since July 1, 2009 = 2,310 AF	904	13	1,393		
SW : Storm Water, LR : Local Runoff (and GE, MVWD), MW : MWD Imported Water, RW : Recycled Water - : No stormwater/local runoff, or basin not in use due to maintenance or testing. X : Turnouts not available - to be installed during future projects. N : No turnout planned for installation. * : Data are preliminary based on the data available at the time of this report preparation. ** : Management Zone Subtotals have deducted from them any Non-Replenishment Recharge, which is recharge originating from pumped groundwater and is not new water.					

**RECYCLED WATER THREE YEAR BUSINESS PLAN UPDATE**

**Recycled Water Connected Demand:** The following new connections were made through August 2009:

<b>Retail Agency</b>	<b>Customers</b>	<b>AFY</b>
<b>ONTARIO</b>	Caterpillar Logistics	<b>5</b>
	Haliburton	<b>6</b>
	Kohl's	<b>9</b>
	Lee Farm on Whispering Lakes	<b>1,200</b>
	MT Airport	<b>4</b>
	Spectrum Business Center	<b>3</b>
	Vintage Apts	<b>10</b>
<b>Total</b>		<b>1,237</b>

The total potential annual recycled water usage from these customers is 1,237 AFY. The actual total connected capacity has increased to 30,300. To date for FY 09/10, a total of eighteen new customers at 1,237AFY has been connected to the recycled water system. We anticipate on connecting another potentially 4,700 AFY within the next 30 to 90 days, increasing the total connected demand to over 35,000 AFY. The connected demand for FY 09/10 is expected to surpass the fiscal year goals of 36,000 AFY for FY 09/10.

The following are some of the upcoming priority customers and their current status.

<b>Name</b>	<b>City</b>	<b>Demand (AFY)</b>	<b>Estimated Completion Date</b>
Vellano Golf Course	Chino Hills	800	November 2009
Cal Poly, CIM – North Connection	Chino	1,200	December 2009
Lee Farm on Edison Ave at Vineyard Ave	Ontario	1,200	December 2009
Lee Farm on Chino Ave at County Rd	Ontario	1,200	December 2009
Kellogg on Schaefer Ave	Ontario	200	December 2009
Euclid Median	Ontario	27	November 2009
Lehigh ES	Montclair	16	December 2009
Montclair Hospital	Montclair	10	December 2009
Montclair HOA	Montclair	40	December 2009
Lady of Lourdes School/Church	Montclair	15	December 2009
<b>Total Demand</b>		<b>4,708</b>	

**DWR Urban Drought Assistance Grant (\$1 Million):** IEUA has completed and submitted the Site Selection Disbursement Strategy for State approval. Cucamonga Valley Water District, City of Chino and the City of Ontario have approved the reimbursement agreements. IEUA has met the 10,000 acre-foot non potable use goal stated in the grant agreement. Invoices are being submitted to the Department of Water Resources. Remaining and unspent are being allocated to near term projects that can be completed by June 30, 2010.

**Northeast Area Project Updates:** The Northeast Area Projects are in the construction phase. The pipelines, pump station and reservoir are expected to be completed in Summer 2010. The monitoring wells and lysimeters are expected to be completed by February 2010. The Agency is currently waiting for modified loan contracts from the State Water Resources Control Board.

The summary of the NE Area RW Regional Facilities is provided below:

Project	Construction Completion	Project Cost	Actual Cost	Status
1299 E Pipeline	Summer 2010	\$6,750,000	\$865,345	Construction
1299 E Reservoir & 1630 E PS	Summer 2010	\$10,875,000	\$1,111,000	Construction
1630 E Pipeline, Segment A	Summer 2010	\$10,500,000	\$1,175,006	Construction
Monitoring Wells & Lysimeters	Feb 2010	\$1,500,000	\$111,325	Award Period

Following is a summary of the Design Contracts for the NE Area Projects:

Project	Design Contract	Contract Amount	Invoiced To Date
1299 E Pipeline	CVWD	\$299,999	\$122,000
1299 E Reservoir & 1630 E PS	CVWD	\$5,700,000*	\$374,000
1630 E Pipeline, Segment A	RMC	\$1,056,294	\$950,000
Monitoring Wells & Lysimeters	Tom Harder	\$139,985	\$19,800

\*Includes design and construction of the project

**Southern Area:** A design kick off meeting was held on October 22, 2009 with Stantec, Inc. The pipeline alignment, reservoir site & hydraulic grade line are set. We will be discussing it with the City of Chino Hills.

Project	Design	Construction Completion	Project Budget	Actual Cost	Status
930 W. Pipeline & Reservoir	Summer 2010	Winter 2011	\$20,251,000	\$734,000	Design

Following is a summary of the Design Contracts for the Southern Area Projects:

Project	Design Contract	Contract Amount	Invoiced To Date	Status
930 W. Reservoir & Pipeline	Stantec	\$1,456,882	\$166,000	Design

**Northwest Area:** The Northwest Area Recycled Water Project will primarily build the Regional Recycled Water distribution system in the City of Upland and the western service areas of the CVWD. The capital projects in the Northwest area are in the Preliminary Design Stage by MWH Americas. Currently, IEUA, Upland and CVWD are working together to finalize the alignments and the Preliminary Design Report.

IEUA intends to partner with Upland and CVWD through Memorandum of Understanding(s) prior to authorizing the final design for the NW Area Project. Staff has submitted draft MOU's with both agencies and anticipates finalizing the agreements by November. Summary of the NW Area RW Regional Facilities is provided below:

Project	Design	Construction Completion	Project Budget	Actual Cost	Status
1630 W Reservoir	Spring 2010	Summer 2011	\$8,100,000	\$66,170	Preliminary Design
1630 W Pump Station	Spring 2010	Summer 2011	\$8,500,000	\$51,000	Preliminary Design
1630 W Pipeline, Phase 1	Spring 2010	Summer 2011	\$15,600,000	\$1,034,521	Preliminary Design
1630 W Pipeline, Phase 2	Spring 2010	Summer 2011	\$4,250,000	\$39,036	Preliminary Design

Following is a summary of the Task Orders associated with the Master Contract for the design services for the NW Area with MWH Americas:

Northwest Project Area - \$2,000,000.00 (Task Order 2.0)	
Description	Amount
Task Order 2.1 - Seismic Evaluation Upland Reservoir	\$80,800
Task Order 2.2 Prelim Design Report NW Phase I	\$242,870.00
<b>Total Assigned:</b>	<b>\$323,670</b>
<b>Total Invoiced:</b>	<b>\$223,176</b>
<b>Remaining Unassigned:</b>	<b>\$1,676,330</b>

In addition to the Regional Facilities, MWH Americas was contracted by the Agency in May 2008 to provide Program Management Services for the Recycled Water Program. Following is a summary of the Task Orders associated with the Master Contract:

<b>Program Management - \$2,000,000.00 (Task Order 1.0)</b>	
<b>Description</b>	<b>Amount</b>
Task Order 1.1 - CADD Assistance Service for RW Retrofits	\$49,998
Task Order 1.2- On Call RW Hydraulic Model	\$100,000
Task Order 1.3 - RW Database Assistance	\$147,858
Task Order 1.4 - Construction Management Reorganization Memo	\$76,779
Task Order 1.5 - MWD LRP Application Assistance	\$88,120
Task Order 1.6 - NRWS Philadelphia Pump Station RW Retrofit	\$27,951
TO # 1.7 RW Implementation Program Management (Staff Assistance)	\$105,435
TO # 1.8 - Monitoring Well & Lysimeter Permit for Victoria and San Sevaire	\$29,266.40
TO # 1.9 - Guasti Park & Temple Inland RW Retrofit	\$32,000
TO # 1.10 Construction Management Augmentation (Resident Engineer)	\$74,500
TO # 1.11 Green Team Engineering Support	\$50,000
TO #1.12 CM Implementation Support	\$81,000
<b>Total Assigned:</b>	<b>\$862,907.40</b>
<b>Total Invoiced:</b>	<b>\$671,098.30</b>
<b>Remaining Unassigned:</b>	<b>\$1,137,092.60</b>

**CONSTRUCTION MANAGEMENT**

**REGIONAL PLANT NO. 4 SAN BERNARDINO AVENUE LIFT STATION AND FORCE MAIN, PROJECT NO. EN03023**

CDM Engineering staff will evaluate the system in its entirety and made some recommendations that will be implemented to make the plant more efficient with regards to the plugging problems currently being experienced.

**RENEWABLE ENERGY EFFICIENCY PROJECT, PROJECT NO. EN03029.00**

All work on this project is now on hold, pending further action by the Board following the receipt of third party proposals.

**CCWRF CHLOR/DECHLOR STORAGE TANKS, PROJECT NO. EN05054.01**

The project has been completed and was presented to the Board on November 4, 2009 for final acceptance.

**REGIONAL PLANT NO. 5 SOLIDS HANDLING FACILITY IMPROVEMENTS, PHASE I, PROJECT NO. EN06014/EN07117**

The new auger conveyance system for operation of the centrifuges has been placed into service, with minor control tuning remaining.

**REGIONAL PLANT NO. 5 RECYCLED WATER LINE/ 12 KV/ GAS SYSTEM, PROJECT NO. EN06020.01**

All construction is currently on hold due to the REEP project suspension.

**REGIONAL PLANT NO. 5 SOLIDS HANDLING FACILITY, PHASE II, PROJECT NO. EN06020.04**

All construction is currently on hold while the Agency conducts an independent evaluation of the digestion project.

**IERCF AMENDMENT HOPPER PIPE BAFFLES, PROJECT NO. RA02041.02**

This project will involve the staged installation of 8-inch pipe baffles in three layers, in order to alleviate the loads being placed on the hopper discharge augers. The pre-construction meeting was held on October 15, 2009, with construction estimated to begin on November 16, 2009.

**IERCF BACKUP GENERATOR, EMERGENCY LIGHTING, AND EXTERNAL RESTROOM INSTALLATION, PROJECT NO. RA08003.00**

This project will involve the installation of a two megawatt backup generator and associated switchgear, new and relocated emergency lighting, and a precast concrete constructed external restroom at the receiving end of the building. The pre-construction meeting was held on October 15, 2009, with construction estimated to begin on November 16, 2009.

**REGIONAL PLANT NO. 1 ASSET MANAGEMENT ITEMS, PHASE II AND DECHLORINATION STATION UPGRADES, PROJECT NO. EN07006.04**

In accordance with a request from the Operations group, the contractor will be trouble shooting and repairing or replacing the heat tape and insulation over the entire length of SBS piping on and around the Chlorine Contact Tank. In addition, shut-down procedures are being developed in order to remove and replace the SBS pumps. During development of the shut-down procedures to remove and replace the SBS pumps, it was determined that there may be some potential issues with the pumps capacity to dose SBS in appropriate quantities at low flows. The significant challenges coordinating network changes have been resolved and the CM staff is currently evaluating a fair and equitable change order.

**REGIONAL PLANT NO. 1 DIGESTER 3 ROOF REHABILITATION, PROJECT NO. EN08024.00**

DenBoer Engineering & Construction has performed remedial work on the Digester concrete roof in preparation for elastomeric sealer. Installation of the sludge valves scheduled for replacement continues. Potential delays have been identified with the O-ring size, which is currently under evaluation.

**REGIONAL PLANT NO. 1 ODOR CONTROL, PHASE 1B AND SOLIDS BYPASS, PROJECT NO. PL03006.00**

Griffith Company has completed construction activities associated with the odor control header modifications and the relocation of the water system. Results of the system testing are unacceptable and a detailed evaluation and remedial action plan are being developed.

**REGIONAL PLANT NO. 1 CHINO BASIN FACILITIES IMPROVEMENTS, PHASE II -PKG-C (TURNOUT SERVICE PIPELINE CONNECTIONS & SCADA IMPROVEMENT), PROJECT NO. TS07004.03**

Norstar Plumbing and Engineering completed installing an additional 2-foot spool piece for the air gap structure located at Etiwanda Basin, CB-14 (City of Rancho Cucamonga), and CB-20 (City of Upland). The contractor also completed start-up testing at CB-14 and functional testing shall continue for the turnout location at the City of Upland (CB-20).

**REGIONAL PLANT NO. 4 RECYCLED WATER PUMP STATIONS, PROJECT NO. WR04441**

The contractor has removed the final two Zone 2B VTP and sent them out for modifications. The contractor has completed the deliverables and majority of the punch list.

**IERCF GRADING AND DRAINAGE IMPROVEMENTS, PROJECT NO. RA09005.00**

The contractor has completed the concrete swale, junction structure and grading.

**RECYCLED WATER RETROFIT-GUASTI PARK, PROJECT NO. PU06507.01**

This projects original scope has been completed and is scheduled to be taken to the Board of Directors on November 18, 2009. The County of San Bernardino has requested additional items be included in the scope of work for the contractor. There is no funding for this added work at this time and the County is working with the Agency to identify monies to be utilized for this work. Major work issues to be approved by the County to include installation of a sodium bisulfate system for treating recycled water discharging to the fish pond, hose bibs and miscellaneous quick couplers, PRV and bypass. The meter relocation cannot occur until a PRV is installed. When approved, a change order will be prepared and a contractor will be mobilized to the site to complete said additional work.

**1299 EAST RECYCLED WATER PIPELINE, PROJECT NO. WR08027**

Weka, Inc. has set up their construction yard and removed the large rocks along the flood control channel. Weka has also submitted a draft Public Information Notice letter to be distributed to all affected residents and schools once it is approved. The Agency is in receipt of the contractor's complete potholing logs from station 10+00 to 136+00.

**1630 EAST RECYCLED WATER PUMP STATION AND 1299 EAST RESERVOIR CONVERSION, PROJECT NO. WR08028**

The design engineer held the 1630 Recycled Water Booster Station Operational Workshop. Potholing activities for tie-in locations and other utilities commenced.

**1630 EAST RECYCLED WATER PIPELINE, SEGMENT A, PROJECT NO. WR08031**

Weka Inc. has commenced potholing activities to locate underground utilities along the proposed pipeline alignment. They have located 20 total utilities and will pothole the remaining 25 utilities located on East Avenue and Victoria St. The contractor's Superintendent also completed the SWPPP course and is now certified to manage all SWPPP for the project.

**MONITORING WELLS AND LYSIMETERS AT VICTORIA AND SAN SEVAINE BASINS, PROJECT NO. EN09012**

No construction activity has commenced. The first construction meeting was held to discuss submittals to be approved prior to the start of drilling.

**NRW COLLECTION SYSTEM ASSET MANAGEMENT, PHASE II, PROJECT NOS. EN07011.05, EN07011.07 and EN06011.02**

Work for this project involves rehabilitation/repairs to existing NRW conveyance lines and Manholes. Of particular importance are restrictions on construction activities from Thanksgiving through Christmas at Victoria Gardens and Ontario Mills Mall which have been scheduled by the contractor to begin after the first of the year. CM is currently working with the City's on work hours and notifications of affected parties.

**CIM RECYCLED WATER PIPELINE, PROJECT NO. EN08014.00**

This project consists of the installation of less than 1,000 L.F. of pipe from RP-5, to the CIM prison to provide recycled water for crop irrigation. Issues of concern are the transition/crossing of Kimball Avenue, a heavily used right-of-way between the east and west side of Chino as well as access to IEUA. CM staff will talk with the contractor concerning options to minimize these impacts. This work is expected to be completed by December 2009.

**MAGNOLIA CHANNEL, PROJECT NO. EN06020.03**

This project is an ARR funded project to enhance the Magnolia Channel which flows through the RP-5 site. A handoff meeting was held by CM and a Notice to Proceed was issued to the contractor the week of October 26, 2009.

**PUBLIC INFORMATION**

**Calendar of Events**

**November 2009**

- **November 18**, Inland Empire Landscape Alliance Board Meeting, IEUA Board Room, 3:00 p.m. to 4:00 p.m.

**Outreach/Educational Inland Valley Daily Bulletin Newspaper Campaign**

The five tips on ways to help conserve water ad will appear in the Daily Bulletin on the first Sunday of each month. A full page ad on the Garden in Every School ad ran during the week of October 26 in conjunction with *California School Garden week*.

**Water Conservation Outreach**

IEUA is continuing to work with conservation partners to plan the Regional Conservation message. The slogan is *Saving Water...It's the Right Thing to Do*.

The annual regional water fair was held on Saturday, October 24 from 9:00 a.m. to 2:00 p.m. at the Chino Basin Water Conservation District. The event had a few hundred people come through to learn on ways to conserve water and rebates available to help save money. The Fair included an outdoor zone, indoor zone, kid's zone, teacher's zone, pumpkin patch, petting zoo, etc. Vendors arrived displaying different water-saving options for residents.

### **Regional Conservation Outreach Campaign**

- Ongoing monthly ¼-page ads in the Inland Valley Daily Bulletin, Champion Newspaper, Fontana Herald News, La Opinion, and Inland Empire Magazine.
- Ongoing water wise gardening classes.
- 30 second PSA's on community TV/movie theaters/radio/internet with conservation tips
- Billboards.

### **Agency Tours**

None during October.

### **Educational Updates**

- IEUA and SAWA continued working on the Garden Demonstration in the Park. A site clearing day was held where over 50 volunteers came to help clear the site.
- SAWA held a Project Webfoot workshop on October 26th at IEUA. Teachers were able to learn different activities for the students that focus on water and wetlands.
- The Solar Cup Teams were selected and IEUA will be co-sponsoring Ayala High School (city of Chino hills) for MWD's Solar Cup 2010 competition.