



Date: September 16, 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 September 24, 2009, as part of the Watermaster Advisory Committee agenda.

OPERATIONS

IERCF MONTHLY COMPOST SALES UPDATE

The IERCF services approximately 65 active customers throughout the southland with SoilPro Compost. Customers frequently provide sales staff with positive comments regarding the consistency and high quality of SoilPro Compost products. Due to the increased volume of sales during 2009 IERCF was able to effectively increase the price of SoilPro Compost to all customers excluding Kellogg Garden Supply who is under contract at a fixed price through February 2011. Customers include landscape contractors, landscape supply yards, nurseries and retailers such as Kellogg Garden Supply who bag the product and sell it in outlets such as Home Depot and Lowes. Annual sales are expected to exceed \$500,000 in 2009.

YTD Sales Results through August 26, 2009

Month	Total Tons	Total Cyd's	Total \$
January	3,286.36	9,530.44	\$15,310.83
February	5,765.00	16,718.50	\$31,604.91
March	11,064.67	32,087.54	\$56,598.52
April	11,165.53	32,380.04	\$59,957.21
May	8,705.35	25,245.52	\$47,496.68
June	8,692.49	25,158.28	\$62,692.08
July	6,534.94	18,951.33	\$45,197.40
August	5,468.76	15,859.40	\$48,548.83
Total	60,683.31	175,931.05	\$367,406.46

HUMAN RESOURCES

Two new TEAMS programs will be offered beginning in September: the Southern California Local Government Supervisory Program and the Southern California Local Government Leadership Academy. The Supervisory Program held at Cal Poly Pomona will develop the supervisory skills of the eight Agency participants. The Leadership Academy training will

rotate amongst the participating public agencies and will be facilitated by current and past city managers. The six Agency participants will network with other public employees and increase their leadership and managerial effectiveness through the development of effective communication and strategic thinking.

A total of twenty-six (26) STAR nominations were received for the second half of FY 08/09. The three (3) employees selected to receive the award as well as the Employee of the Year will be announced at the annual Employee Luncheon on September 16th. Winners are selected by a committee, consisting of the previous year's STAR awards recipients, through a democratic voting process. All six (6) STAR recipients for FY 08/09 were considered for the Employee of the Year award.

CalPERS Health Benefits Open Enrollment memos were distributed to employees on September 11th. The memo outlines the summary of changes including plan rate information for 2010. Employees are encouraged to read the information as well as the actual plan documents before making any elections to change existing coverage. Plan documents are available in the Human Resources Department. The Open Enrollment period ends on October 9th.

<u>CURRENT STAFFING</u>	
Regular Full-time Employees:	291
Contract/Limited Term Employees:	15
Interns:	16
TOTAL:	322

CURRENT RECRUITMENT ACTIVITIES

Since the last report, the following activities have occurred in the Agency's recruitment efforts:

REGULAR VACANCIES

None.

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

<u>POSITIONS ON HOLD (5.7% Vacancy Factor)</u>			
Position		Department	Vacant Since
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
5	Sr. Engineer	420-Engineering	12/08
6	Engineering Technician	420-Engineering	3/09
7	Deputy Manager of Construction Management	425-Construction Management	8/08
8	Construction Project Coordinator (Limited Term)	425-Construction Management	2/09
9	Administrative Secretary (Limited Term)	425-Construction Management	12/08
10	Junior Operations Assistant	540-RP1 Operations	3/09
11	Sr. Operator	540-RP1 Operations	5/09
12	Operator II	540-RP1 Operations	6/09
13	Office Assistant	543- RP1/RP4 Electrical/Instrument Maintenance	8/09
14	Plant Maintenance Technician I	552-RP-2/CC Plant Maintenance	8/09
15	Electrical Technician II	553-RP2/CC Electrical/Instrument Maintenance	12/08
16	Junior Operations Assistant	580-RP2/RP5 Operations	5/09
17	Operator I	580-RP2/RP5 Operations	2/09

CONTRACT/LIMITED TERM VACANCIES

None.

<u>INTERN VACANCIES</u>							
Position		Department	RFVP Received	Closing Date	Salary Range	Tentative Placement Date	Notes
1	Intern	115-Public Information	8/18/09	OUF	UN999I	9/09	Recruitment in Progress

SITE ADMINISTRATION

VOLUNTEER PROGRAM FOR THE CHINO CREEK WETLANDS AND EDUCATIONAL PARK

The Volunteer Program is facilitated through the Chino Creek Wetlands and Educational Park partnership between the Santa Ana Watershed Association (SAWA) and the Inland Empire Utilities Agency (IEUA). The Volunteer Work Parties will reoccur bimonthly, with the next one scheduled for October 3, 2009, at the park.

INLAND EMPIRE UTILITIES AGENCY AND GREENLEE NURSERY LANDSCAPE WORKSHOPS

Within the past year, the Agency and Greenlee Nursery have hosted free workshops once a month to community members. A total of 9 workshops have been held with an average of 10-20 community members attending each workshop. The next set of workshops will be held on September 11, 2009 and September 12, 2009.

CONSTRUCTION MANAGEMENT

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

The San Bernardino Lift Station was successfully placed in service in June/July 2009 operational parameters are being evaluated by the start-up team to refine and make necessary changes identified over the last 60 days of operation. When these changes are completed the Agency, in cooperation with the City of Fontana, will divert the remaining flows to the facility.

RENEWABLE ENERGY EFFICIENCY PROJECT, PROJECT NO. EN03029.00

All work on this project is now on hold, pending the results of the third party review. Staff is working with Engineering to complete the final control strategy for the Central Plant and HQ cooling without the REEP.

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

The new SHC tanks have been installed and all pumping systems have been tested. The entire SBS system has been placed into service and the SHC system has successfully completed the water testing period. Staff is pursuing the sealing of the entire containment area, which was not included in the original project.

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

The SARI Septic Dump Station has not been placed into service due to inadequate security measures. Staff is working with CAP to procure additional security cameras.

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 and assesses the options for re-operating the digesters and related facilities.

REGIONAL PLANT NO. 1 ASSET MANAGEMENT ITEMS & DIGESTER 6 & 7 REPAIRS, PROJECT NO. EN07006.01

This project is in the close-out phase and is tentatively scheduled to be accepted by the Agency's Board of Directors in October 2009.

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

A meeting was held on August 27, 2009, to determine a course of action and to define the scope of work for the influent channel gate replacement. An action log was developed and the related cost and schedule are being evaluated. The contractor will be fabricating a temporary control panel in cooperation with the Agency to maintain a fully automated control system during construction and replacement of the new pumping system. During installation of the VFD's that were provided by the Agency, it was identified that portions of the control wiring were incomplete. Impacts to the schedule will be assessed to determine what impacts will be realized.

REGIONAL PLANT NO. 1-DIGESTER 6 & 7 EMERGENCY STRUCTURAL REPAIRS, PROJECT NO. EN07006.07

All construction activities have been completed. Related project close-out activities are ongoing and acceptance of the project is scheduled for October 2009. No significant problems related to construction have occurred. The contractor has submitted claims related to the project which is currently under evaluation.

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

DenBoer has completed installation of the galvanized steel roof decking and began installation of the structural reinforcement for concrete placement of the deck. The Agency received a remedial action plan from the contractor to offset the coating deficiency requirements and it is currently being evaluated by the design engineer and Agency CM staff.

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

Construction issues related to the installation of the odor control header have been reviewed and resolved. The contractor has mobilized and began removal and re-fabrication of the header manifold and work is scheduled to complete by September 30, 2009.

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

Norstar Engineering & Plumbing and their process control system integrator (PCSI) QVERSA held a training session with the Agency's operations and maintenance group for the new level transmitters and motorized gate valves installed at the Brooks, Lower Day, Upland, and Turner Basins. The contractor also finished installing the fiber optic lines and radio equipment for the new communication towers at RP-1 and RP-4. The PCSI and the Agency will be conducting follow-up testing for the new level transmitters and gate valves at each basin location.

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

The contractor is continuing to work on the projects punch list items. They have also submitted the commissioning plan for the newly modified vertical turbine pumps. Testing and equipment verification while implementing the commissioning plan has lead to a new minor review and possible modifications to the existing control strategy for these pumps.

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

The contractor has submitted pricing for the revisions requested through Request for Deviation No. 06 that included delta drawings for alignment and elevation changes to the previously placed concrete channel and the proposed outlet piping.

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

This project's original scope has been completed. Cross connection testing was scheduled for September 8, 2009. The County of San Bernardino has requested additional items to be included in the scope of work for the contractor. These additional item costs are currently being placed on the agenda for the County Board of Supervisors mid-September meeting for approval. Major work issues to be approved by the County include installation of a sodium bisulfate system for treating pond water, hose bibs and miscellaneous quick couplers, and PRV bypass.

1299 EAST RECYCLED WATER PIPELINE, PROJECT NO. WR08027

The Agency conducted the preconstruction conference with the general contractor, local city representatives, special districts and Agency staff along with other state and local utility representatives affiliated with the project area. The Agency has also conducted training for the key project personnel from the general contractor and member Agency's that will be utilizing and participating in the use of the Agency's new Capital Improvement Program Office web project management program.

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

The Cucamonga Valley Water District conducted the preconstruction conference with the general contractor, local city representatives, special districts and Agency staff along with other state and local utility representatives affiliated with the project area. The Agency has also conducted training for the key project personnel from the general contractor and member Agency's that will be utilizing and participating in the use of the Agency's new Capital Improvement Program Office web project management program.

1630 E RECYCLED WATER PIPELINE, SEGMENT A, PROJECT NO. WR08031

The Agency conducted the preconstruction conference with the general contractor, local city representatives, special districts and Agency staff along with other state and local utility representatives affiliated with the project area. The Agency has also conducted training for the key project personnel from the general contractor and member Agency's that will be utilizing and participating in the use of the Agency's new Capital Improvement Program Office web project management program.

PUBLIC INFORMATION

Calendar of Events

September 2009

- **September 3**, Regional Recycled Water Northeast project groundbreaking, Victoria Gardens Cultural Center, Rancho Cucamonga, beginning at 10:00 a.m.
- **September 9**, Montclair Day at the LA County Fair
- **September 16**, Employee recognition luncheon (picnic), Event Center, beginning at 11:00 a.m.
- **September 18**, Chino Day at the LA County Fair
- **September 19**, Upland Family Fun Day, Memorial Park, Noon to 4:00 p.m.
- **September 19**, Rancho Cucamonga Day at the LA County Fair
- **September 19**, Fontana Day at the LA County Fair
- **September 25**, Chino Hills Day at the LA County Fair (IEUA staff helps the City of Chino Hills man a booth at the fair).
- **September 26**, SAWA's annual Bird Festival at the Chino Creek Wetlands and Education Park, 9:00 a.m. to 1:00 p.m.
- **September 30**, Upland Day at the LA County Fair.

October 2009

- **October 1**, Project WET Workshop, Cucamonga Valley Water District, 8:00 a.m. to 3:00 p.m.
- **October 2**, Ontario Day at the LA County Fair
- **October 15**, Three Valleys Municipal Water District Leadership Breakfast, Fairplex Sheraton, 7:30 a.m.
- **October 24**, Regional Water Fair, Chino Basin Water Conservation District, 9:00 a.m. to 2:30 p.m.
- **October 26**, Project Webfoot Workshop, IEUA Event Room, 9:00 a.m. to 3:00 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. The Agency's annual report ran in the Daily Bulletin and the Champion Newspaper. It is scheduled to run in the Fontana Herald News soon. IEUA has three pages in the Inland Valley Daily Bulletin's Almanac - one an IEU overview, one thanking our federal delegation and one with conservation tips.

Water Conservation Outreach

The first GIES dedication was at Ontario Center Elementary School on Wednesday, August 26. The rest are scheduled to take place this fall to coincide with each participating school's Back-to-School night.

Beginning June 12, 2009, IEUA began running MWD's 30 second conservation ad on 71 screens in our local movie theatres. The ad will continue to run through October 18, 2009.

Regional Conservation Outreach Campaign

- Ongoing monthly ¼-page conservation ads will run in the Inland Valley Daily Bulletin, Champion Newspaper, Fontana Herald News, La Opinion, and the Inland Empire Magazine.
- Ongoing water wise gardening classes.
- 30 second PSA's on community TV/movie theaters/radio/internet with conservation tips
- Two billboard donated by Lamar will have ACWA's Save Our Water message. One is on Foothill in the City of Upland and the other on the 10 freeway near the Cherry exit in Fontana.

Agency Tours

A tour of the HQ was provided on Thursday, August 20 to a European-based company that is interested in building a LEED building in the City of Chino. Tours were also provided to interested parties during the month of August.

Educational Updates

- WEWAC is working on finishing up the painting and purchasing of decorations for the garden displayed at the LA County Fair.
- Project WET will be held on October 1st and sixteen teachers have already signed up to attend the workshop.
- The EduGrant applications have been distributed to schools.
- MWD's Education website has gone Live. It is geared toward both students and teachers.
- MWD has judged the poster contest for the calendar and two entries from Monte Vista Water District along with one entry from Cucamonga Valley Water District have been chosen as winners to be displayed in the calendar.