NOTICE OF MEETING

OF THE

REGIONAL SEWERAGE PROGRAM TECHNICAL COMMITTEE

OF THE



WILL BE HELD ON

THURSDAY, JUNE 29, 2017 2:00 P.M.

BOARD ROOM AT THE OFFICE OF THE AGENCY 6075 KIMBALL AVENUE CHINO, CA 91710



Regional Sewerage Program Technical Committee Meeting

AGENDA Thursday, June 29, 2017 2:00 p.m.

Location

Inland Empire Utilities Agency Boardroom 6075 Kimball Avenue Chino, CA 91708

Call to Order and Roll Call

Additions/Changes to the Agenda

1. Action items

- A. Approval of the May 25, 2017 Meeting Minutes
- B. Cucamonga Valley Water District Regional Connection Requests

2. Informational Items

- A. Regional Contract Update/Renewal (Information to follow)
- B. City of Upland EDU Review

3. Receive and File

- A. Draft Regional Policy Committee Agenda
- B. Building Activity Report
- C. Recycled Water Distribution Operations Summary

4. Previous Technical Committee Items Requested None

5. Other Business

- A. IEUA General Manager's Update
- B. Committee Member Requested Agenda Items for Next Meeting
- C. Committee Member Comments
- D. Next Meeting July 29, 2017

6. Adjournment

Regional Sewerage Program Technical Committee Meeting Agenda June 29, 2017 Page 2 of 2

DECLARATION OF POSTING

I, Laura Mantilla, Executive Assistant of the Inland Empire Utilities Agency, A Municipal Water District, hereby certify that a copy of this agenda has been posted by 5:30 p.m. in the foyer at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA on Monday, June 26, 2017.

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ACTION ITEM

1A



Regional Sewerage Program Technical Committee Meeting MINUTES OF MAY 25, 2017 MEETING

CALL TO ORDER

A regular meeting of the IEUA/Regional Sewerage Program – Technical Committee was held on Thursday, May 25, 2017, at the Inland Empire Utilities Agency located at 6075 Kimball Avenue, Chino, California. Committee Chairman Chuck Hays called the meeting to order at 3:29 p.m.

ATTENDANCE

Committee Members:

Jesus Plasencia	City of Chino			
Ron Craig	City of Chino Hills			
Braden Yu	Cucamonga Valley Water District			
Chuck Hays	City of Fontana			
Mike Hudson	City of Montclair			
Katie Gienger	City of Ontario			
Rosemary Hoerning	City of Upland			

Others Present:

Chris Berch	Inland Empire Utilities Agency
Kathy Besser	Inland Empire Utilities Agency
Pietro Cambiaso	Inland Empire Utilities Agency
Javier Chagoyen-Lazaro	Inland Empire Utilities Agency
Tina Cheng	Inland Empire Utilities Agency
Sylvie Lee	Inland Empire Utilities Agency
Laura Mantilla	Inland Empire Utilities Agency
Shaun Stone	Inland Empire Utilities Agency
Christina Valencia	Inland Empire Utilities Agency

ADDITIONS/CHANGES TO THE AGENDA

Chairman Hays asked if there were any changes/additions/deletions to the agenda. There were none.

1. ACTION ITEMS

A. APPROVAL OF THE APRIL 27, 2017 MEETING MINUTES

<u>Motion</u>: By Rosemary Hoerning/City of Upland and seconded by Jesus Plasencia/City of Chino to approve the minutes of the April 27, 2017 Technical Committee meeting.

Motion carried: Unanimously, with Hays/City of Fontana abstaining.

(Katie Gienger entered the meeting room at 3:33 p.m.)

B. 2017/18 & 2018/19 TYCIP AND IEUA REGIONAL BUDGET

Javier Chagoyen-Lazaro/IEUA stated that last month he gave a presentation on the proposed Fiscal Years 2017/18 and 2018/19 Ten Year Capital Improvement Plan and the Regional Wastewater Recycled Water and Recharge Water programs. Mr. Chagoyen stated that since then, changes were made to the proposed biennial budget and TYCIP. The most notable change was an increase to the TYCIP of \$18 million from \$815 million to \$833 million, he provided the details of the change. Mr. Chagoyen further stated that operating revenues are based on the multi-year rates and fees adopted in 2015 and no adjustments are being proposed on those rates.

Mr. Chagoyen then reviewed the Wastewater Capital Fund Expenditures and Revenues, noting that expenditures for this are budgeted at \$50 million over the next two years. He then reviewed the sources of funds. The costs for the Wastewater Operations fund remain steady over the next two years at approximately \$94 million per fiscal year. Mr. Chagoyen stated that the Agency is not anticipating receiving enough revenues from our rates and property taxes to cover all the costs, therefore will be drawing from reserves to cover the shortfall.

Mr. Chagoyen continued with an overview of the Recycled Water fund expenditures and revenues and pointed out that expenditures are about \$31 million over the next two years, primarily due to capital project expenditures. Due to the uncertainty of SRF funding availability, a key assumption over the next two years is use of fund reserves to support capital project cost. Mr. Chagoyen reviewed the next steps and timeline.

<u>Motion</u>: By Braden Yu/Cucamonga Valley Water District and seconded by Jesus Plasencia/City of Chino to make recommendation to the IEUA Board to approve the proposed biennial O&M budget for the regional wastewater and recycled water programs and TYCIP.

Motion carried: Unanimously.

C. TECHNICAL COMMITTEE PROPOSED MEETING TIMES

The Committee discussed the proposed meeting times and agreed to change future meetings to 2:00 p.m.

<u>Motion</u>: By Ron Craig/City of Chino Hills and seconded by Rosemary Hoerning/City of Upland change the meeting time to 2:00 p.m.

Motion carried: Unanimously.

2. INFORMATIONAL ITEMS

A. REGIONAL CONTRACT

Chris Berch/IEUA stated that IEUA is working on a response letter, which will be reviewed with the IEUA Board on June 21, 2017. The letter will then be presented at the next Technical Committee meeting.

B. **ENERGY MANAGEMENT PLANNING UPDATE**

Pietro Cambiaso/IEUA gave a presentation on the Energy Management Program (EMP). Mr. Cambiaso reported that the energy annual budget is approximately \$10 million. He explained that energy management provides a great cost savings opportunity. The EMP drivers are: fiscal responsibility, operational reliability and environmental stewardship. These goals and objectives may be achieved through the implementation of a series of initiative, such as: peak power independence, grid interdependence with the utility, carbon neutrality, energy efficiency, and food waste diversion from landfills to IEUA's facilities, as an opportunity to partner with the cities to meet upcoming goals.

Mr. Cambiaso further stated that critical elements to consider when implementing these initiatives and/or new projects are: existing rule and regulations, possible incentives and grants, market trends and utilities rates. Mr. Cambiaso explained that the net load is defined as the difference between the actual load, or power required, and the electricity produced by renewable resources. He stated that with more solar penetration over time, the amount of electricity purchased in the middle of the day will be reduced considerably. In response to the net load trends, the California Public Utilities Commission and the utilities are promoting and incentivizing the distribution of battery storage, and by moving the on-peak pricing period from noon to 6:00pm to 4:00pm to 9:00pm. Current and proposed on peak period are important to take into consideration when evaluating the project performance and feasibility.

Another important element to consider when evaluating the project, is the impact to the Southern California Edison rate and the additional charges/savings included in the bills. This savings should be considered when comparing the Purchase Power Agreements rates to the actual grid/SCE rate. Time of Use rates and Demand Charges are considered when estimating the onsite generation projects' savings. An update of the performance of the wind turbine, solar facilities, fuel cell, and engine in terms of energy generation and cost savings was provided. The presentation also covered the long-term energy management planning for the RP-5 Water Recycling, Solids Handling Facility, and headquarters. A combination of food waste digestion and energy efficiency projects will be necessary in 2025 to meet IEUA's goals and objectives. If organics and food waste are diverted from landfill to RP-5, the additional biogas generated may be beneficially used at the Renewal Energy Efficiency Project engine for electricity generation.

3. RECEIVE AND FILE

A. DRAFT REGIONAL POLICY COMMITTEE AGENDA

The draft Regional Policy Committee Agenda was received and filed by the Committee.

B. BUILDING ACTIVITY REPORT

The Building Activity Report was received and filed by the Committee.

C. RECYCLED WATER DISTRIBUTION - OPERATIONS SUMMARY

The Recycled Water Distribution Operations Summary was received and filed by the Committee.

4. PREVIOUS TECHNICAL COMMITTEE ITEMS REQUESTED

None.

5. OTHER BUSINESS

A. IEUA GENERAL MANAGER'S UPDATE

None.

B. COMMITTEE MEMBER REQUESTED AGENDA ITEMS FOR NEXT MEETING

None.

C. COMMITTEE MEMBER COMMENTS

Mike Hudson/City of Montclair informed the Committee that this might be his last meeting, as he is retiring after 17 years of service with the City of Montclair. He thanked IEUA and the contracting agencies.

- D. NEXT MEETING JUNE 29, 2017
- 6. <u>ADJOURNMENT The meeting adjourned at 4:25 p.m., in honor of Mike Hudson's 17 years of service with the city of Montclair.</u>

Transcribed		
by:		
	Laura, Executive Assistant	· · · · · · · · · · · · · · · · · · ·

ACTION ITEM

1B

(6)



Date:

June 29, 2017

To:

Regional Technical Committee

From:

Inland Empire Utilities Agency

Subject:

Cucamonga Valley Water District Regional Connections #CW-19 & #CW-20

RECOMMENDATION

It is recommended that the Regional Technical Committee approve the request by the Cucamonga Valley Water District (CVWD) for two new connection points to the Regional System (CVWD Regional Sewer Connection #CW-19, Project No. CW17003.08 and CWVD Regional Sewer Connection #CW-20, Project No. CW17003.09).

BACKGROUND

On May 30, 2017, IEUA received a request from the Cucamonga Valley Water District (CVWD) (Attachments "A-1" and "A-2") for the approval of two separate connections located within their sphere of influence south of Arrow Route and east of Etiwanda Avenue in the City of Rancho Cucamonga. The purpose of the connections is to collect sewer from two properties to be developed into industrial facilities. Regional Connection #CW-19 will be made through a new manhole on the existing 42-inch Etiwanda Trunk Sewer at the intersection of Hickory Avenue and Arrow Route to serve the property at 8570 Hickory Avenue (Attachment "B"). Approximately 1,700 feet downstream of #CW-19, Regional Connection #CW-20 will be made through a new manhole on the existing 42-inch Etiwanda Trunk Sewer 400 feet west of Pecan Avenue in Arrow Route to serve the property at 8566 Pecan Avenue (Attachment "B"). Due to the existing grade of this area, each property will install a private sewage pump station and force main. These connections to the regional sewer are required due to a lack of a CVWD sewer located in close proximity.

SUMMARY OF FLOW RATE

CVWD Regional Connection #CW-19: Peak Flow Rate = 0.003 MGD or 0.0047 cfs CVWD Regional Connection #CW-20: Peak Flow Rate = 0.017 MGD or 0.031 cfs

Cucamonga Valley Water District Regional Connections #CW-19 & #CW-20 June 29, 2017/July 6, 2017 Page 2 of 2

The 42-inch Etiwanda Trunk Sewer in Arrow Route is designed to deliver a maximum flow rate of 27.8 MGD to the Regional Water Recycling Plant No. 4. The proposed additional flow rate of 0.020 MGD is within the remaining capacity of 25.67 MGD.



10440 Ashford Street, Rancho Cucamonga, CA 91730-2799 P.O. Box 638, Rancho Cucamonga, CA 91729-0638 (909) 987-2591 Fax (909) 476-8032

Martin E. Zvirbulis
Secretary / General Manager/CEO

May 30, 2017

Ms. Liza Munoz Senior Engineer Inland Empire Utilities Agency 6075 Kimball Avenue Chino. CA 91708

Dear Ms. Munoz,

CRP Oakmont Hickory, L.P. is the owner and developer of the 9.5 acre industrial warehouse project located at 8570 Hickory Avenue in the City of Rancho Cucamonga. To make this building more attractive to prospective buyers or tenants, Oakmont has elected to connect to the public sewer system. Therefore, we are requesting an IEUA regional connection on behalf of the developer.

Per the developer's engineer, the proposed design includes an on-site sewage duplex pump system which will discharge to a gravity sewer lateral in Hickory Avenue maintained by the Cucamonga Valley Water District. The new 8" sewer main will gravity drain to IEUA's existing 42" Etiwanda Interceptor in Arrow Route.

The sewage pump has a maximum discharge rate of 160 gpm and will run for approximately 3 minutes at a time until the pit is near empty. The pit refill rate will depend on the number of fixture units and occupants.

If you have any questions or need additional information, please contact me (909) 987-2591.

Sincerely,

CUCAMONGA VALLEY WATER DISTRICT

Ted Munson Jr.

Lead Engineering Technician

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10440 Ashford Street, Rancho Cucamonga, CA 91730-2799 P.O. Box 638, Rancho Cucamonga, CA 91729-0638 (909) 987-2591 Fax (909) 476-8032

Martin E. Zvirbulis
Secretary / General Manager/CEO

May 30, 2017

Ms. Liza Munoz Senior Engineer Inland Empire Utilities Agency 6075 Kimball Avenue Chino, CA 91708

Dear Ms. Munoz,

Heartland Express, Inc. is the owner and developer of the 9800 square foot building and new parking lot project located at 8566 Pecan Avenue in the city of Rancho Cucamonga. The new building proposes to connect to the public sewer system in Arrow Highway. Therefore on behalf of the developer, the Cucamonga Valley Water District is requesting an IEUA regional connection.

Per the developer's engineer, the proposed design includes an on-site sewage pump system which will discharge to a new public gravity sewer lateral in Arrow Highway that will be maintained by CVWD. The new 6" sewer lateral will gravity drain to IEUA's existing 42" Etiwanda Interceptor in Arrow Highway.

The sewage pump has a maximum discharge rate of 35 gpm and will run for approximately 3 minutes at a time until the pit is near empty.

If you have any questions or need additional information, please contact me (909) 987-2591.

Sincerely,

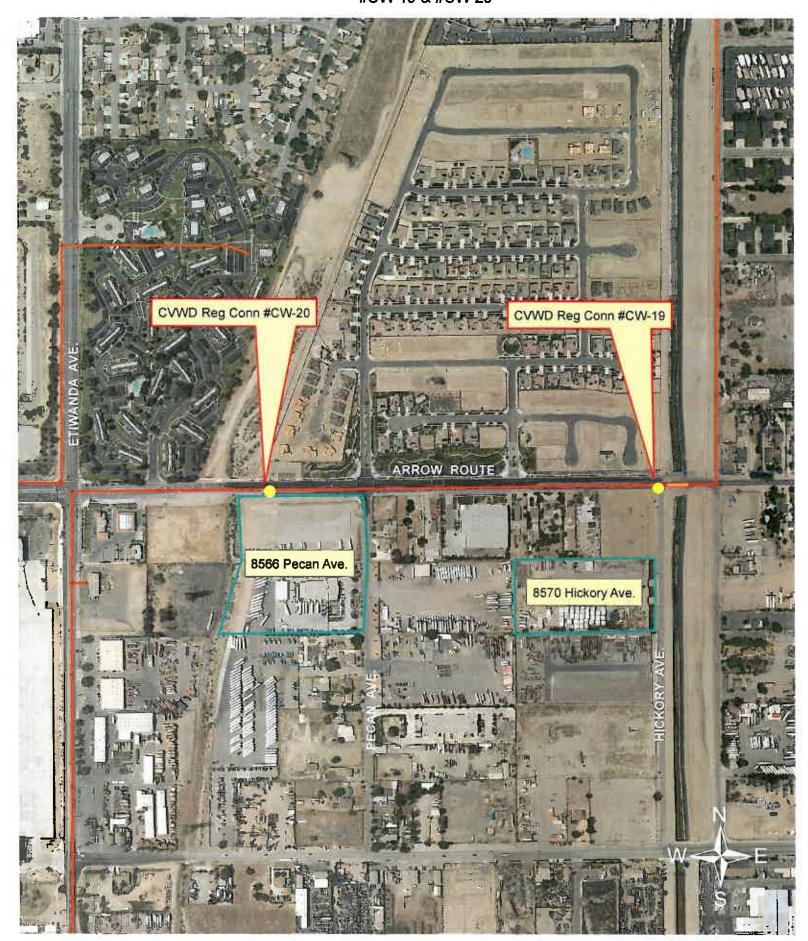
CUCAMONGA VALLEY WATER DISTRICT

Ted Munson Jr.

Lead Engineering Technician

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ATTACHMENT "B" CUCAMONGA VALLEY WATER DISTRICT REGIONAL SEWER CONNECTIONS #CW-19 & #CW-20



INFORMATION ITEM 2B



Date:

June 29, 2017

To:

Regional Technical Committee

From:

Inland Empire Utilities Agency

Subject:

City of Upland Sewage Billing Error Review

RECOMMENDATION

It is recommended that the Regional Technical Committee request IEUA to prepare a detailed report and provide a recommendation as to the treatment of the City of Upland's reimbursement request of an overpayment in the amount of \$440,083 for the last three fiscal years.

BACKGROUND

The Regional Sewage Service Contract (Regional Contract) Section 20D allows for adjustments of overpayments or underpayments of service charges to IEUA. In the discovery of an error in computation of service charges for a Contracting Agency, which is not resolved within 30 days, IEUA is required to immediately provide a written notice of the error to the Regional Technical Committee (Committee) and request a recommendation and report from the Committee.

On May 18, 2017, the Agency received the attached letter from the City of Upland (Upland) requesting reimbursement of \$440,083 for overpayment of monthly sewage service charges over the last three fiscal years. As stated in the letter, Upland discovered discrepancies in their billing system which resulted in a miscalculation in the number of volumetric equivalent dwelling units (EDUs) reported to IEUA. On June 6 (the first available date), Agency staff met with Upland representatives to review their work papers summarizing the finding.

As stated in the letter, most of the discrepancies relate to commercial accounts and the misapplication of the sewerage billing factor (SBF) and the bi-monthly billing factor. The SBF assignment is based on the nature of business according to Table 1 of the Regional Sewer Billing Procedures document. The businesses in Table 1 are assigned a SBF based on their wastewater strength. The volumetric EDUs billing for each business are calculated with the water use at the site multiplied by their SBF. The bi-monthly factor applies to the Upland's billing frequency for residential, commercial, and industrial accounts which are billed every other month. However, the commercial account water meters are read on a bi-monthly basis. Application of the bi-monthly factor to commercial accounts doubled the number of EDUs reported to IEUA.

Additionally, 118 residential houses within the northern sphere of Upland's sewer service area, but within the Agency's service area, had been incorrectly overcharged. For accounts outside its service area, Upland applies a 1.50 factor to recover additional costs in providing service. This factor was also incorrectly applied to the Agency's monthly EDU rate resulting in an annual overcharge of \$230.55 per house.

City of Upland Sewage Billing Error Review Page 2

Upland has agreed to work with the Agency to review the billing discrepancies discovered in their billing system and confirm the amount paid in error to IEUA over the last three fiscal years. Agency representatives from the Internal Audit and Planning departments met with the Upland staff on June 12 to begin a review of the documentation and confirm appropriate application of sewage billing factors and billing formulas.

Upon completion of the review, a final report with the confirmed amount will be provided to the Committee for final review and recommendation.

Attachment: City of Upland Letter



FINANCE DEPARTMENT 460 North Euclid Avenue Upland, California 91786 Telephone (909) 931-4150

May 18, 2017

Ms. Christina Valencia Chief Financial Officer/Assistant General Manager Inland Empire Utilities Agency 6075 Kimball Avenue Chino, CA 91708

Subject:

Overpayment of EDU Sewerage Treatment Service

Dear Ms. Valencia:

As you know, a commercial user's sewerage treatment charge is based on his/her water usage, with a sewerage billing factor (SBF) representing his/her nature of business. During the last several years, the City of Upland has been implementing its (revised) water rate schedule in conjunction with your agency's five-year sewerage treatment rate increase schedule. To ensure both schedules are implemented correctly, the City has reviewed its commercial users' sewerage charge billing, and the outcome pertaining to sewerage treatment charge is noted below.

- The City users have been billed bi-monthly. Each month, about half of the users are billed, and their EDU counts are multiplied by a factor of "2". However, for the City's commercial users, because their water usages have been read bi-monthly, the factor of "2" was incorrectly applied. This error resulted in doubling the commercial EDU reported to your agency.
- 2) Many commercial users had their SBF incorrectly applied, either higher or lower than the correct SBF noted in the current Exhibit J. Coupled with the incorrect bi-monthly billing factor of "2" above, a majority of their EDU counts resulted amounts being over reported to your agency.
- 3) In addition, two other EDU counts resulting in amounts being over reported were also discovered. The first was the incorrect category of the Western Christian School's worship facility situated within its campus as a separate and independent church. This worship facility is now considered as an integral part of this campus, which is billed entirely based on its student count. The second was the case of 118 residential houses within the northern sphere of the City's sewer service being overcharged for your agency's treatment service.

All together, the above resulted in an overpayment of \$440,083 for the last three years, of which the City is requesting a refund. The City will be available to present the details or supporting information at your availability. Please don't hesitate to contact me via email or at the above telephone number.

Misty Cheng Interim Finance Manager

RECEIVE AND FILE



Regional Sewerage Program Policy Committee Meeting

CHAIR AGENDA

Thursday, July 27, 2017 5:30 p.m.

Location

Rossa's Cucina 425 N. Vineyard Avenue Ontario, CA 91764

Call to Order and Roll Call

Pledge of Allegiance

Public Comment

Changes/Additions/Deletions to the Agenda

- 1. Technical Committee Report (Oral) Chuck Hays
- 2. Action Item
 - A. Approval of the June 2, 2017 Meeting Minutes
- 3. Informational Items
 - A. Regional Contract Update/Renewal Chris Berch
- 4. Receive and File
 - A. Building Activity Update
 - B. Recycled Water Distribution Operations Summary
- 5. Other Business
 - A. IEUA General Manager's Update
 - B. Committee Member Requested Agenda Items for Next Meeting
 - C. Committee Member Comments
 - D. Next Meeting August 3, 2017

Regional Sewerage Program Policy Committee Meeting Agenda July 27, 2017 Page 2 of 2

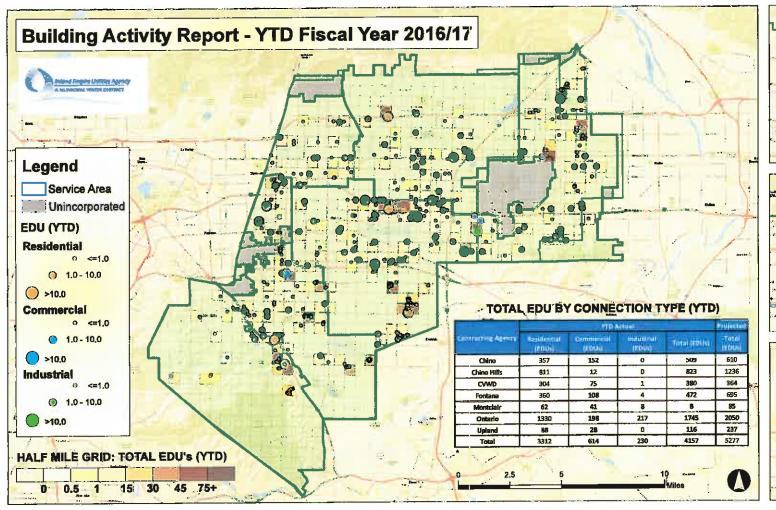
6. Adjournment

DECLARATION OF POSTING

I, Laura Mantilla, Executive Assistant of the Inland Empire Utilities Agency, A Municipal Water District, hereby certify that a copy of this agenda has been posted by 5:30 p.m. in the foyer at the Agency's main
office, 6075 Kimball Avenue, Building A, Chino, CA on Monday, July 24, 2017.

Laura Mantilla

RECEIVE AND FILE 3B











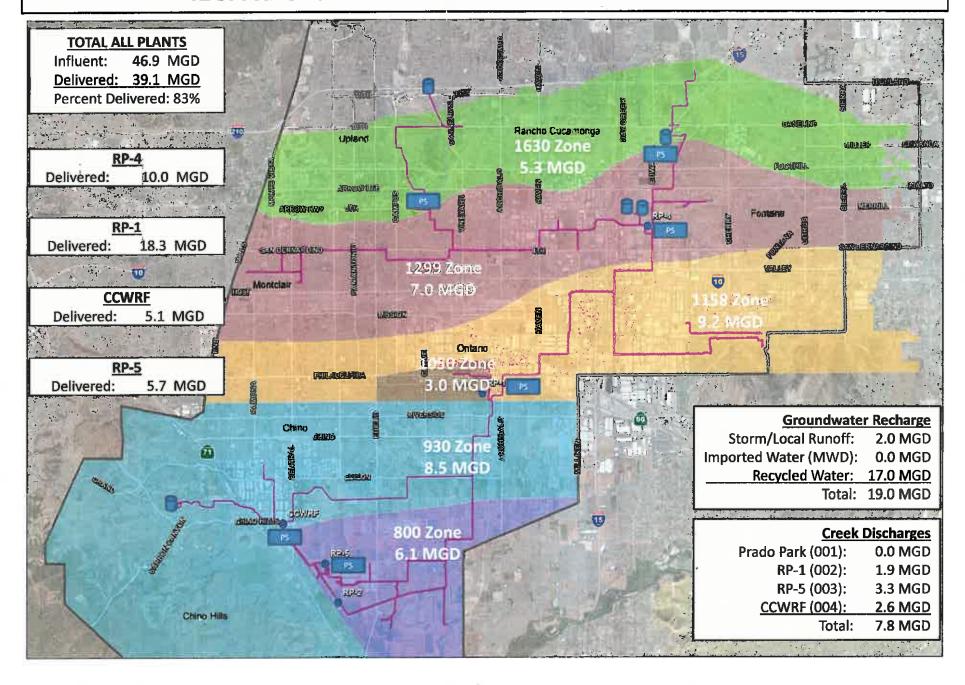






RECEIVE AND FILE 3C

IEUA RECYCLED WATER DISTRIBUTION - MAY 2017



Recycled Water Recharge Deliveries / Plan - May 2017 (Acre-Feet)

Basin	5/1-5/5	5/6-5/12	5/13-5/19	5/20-5/26	5/27-5/31	Month Actual	FY To Date Actual		Deliveries are draft until reported as final.
Ely	24.3	50.6	79.4	62.5	33.0	250	1,342		
Banana	0.0	0.0	0,0	0,0	0,0	0	500	· ·	
Hickory	0.0	0.0	0.0	0.0	0.0	D	136		
Tumer 1 & 2	18,5	11.8	13.9	8.1	3.9	56	1,136		
Turner 3 & 4	43.0	0.0	47.7	15.2	18.9	125	0		
8th Street	18.8	53.8	33,5	37,7	40,0	184	2,083		
Brooks	0.0	0.0	28,8	8,8	0,0	38	355		
RP3	92.9	167.5	153,9	125,8	114,7	655	5,307		
Declez	0.0	0.0	0.0	0.0	0.0	0	514		
Victoria	59.3	81.9	76.2	60.0	35.0	312	1,420		
San Sevaine	0,0	0,0	0.0	0.0	0.0	0	0		
Total	256.7	365.4	433.4	318.0	245,5	1,620	12,793	11,936	AF, Previous FY End of Month Actual

