

MONTE VISTA WATER DISTRICT

10575 Central Avenue, Montclair, California • (909) 624-0035

NOTICE AND AGENDA OF CAPITAL ASSET MANAGEMENT COMMITTEE MEETING

MONDAY, JANUARY 22, 2024 • 4:00 P.M.

Committee Members

Director Martinez – Chair

Director Erwin

1. CALL TO ORDER / ROLL CALL

2. PUBLIC COMMENT

3. AGENDA CHANGES / ADDITIONS

4. DISCUSSION AND / OR ACTION ITEMS

A. Committee Meeting Minutes

Meeting Date: December 11, 2023

Recommendation: Approve as presented.

B. Enter into a Capacity Right Agreement with the Inland Empire Utilities Agency for the Plant 34 Wellhead Treatment Project

Presenter: Michael Tse, Associate Engineer

Recommendation: It is recommended that the Capital Asset Management Committee recommend that the Board of Directors: 1) authorize the Board President and General Manager to enter into Capacity Right Agreement with the Inland Empire Utilities Agency to purchase one brine discharge unit at a total cost of \$215,000; and 2) authorize the Board President and General Manager to transfer \$245,000 from reserves into Capital Improvement Project EN2022-05 – Plant 34.

5. ENGINEER'S REPORT (VERBAL)

6. ADJOURNMENT

DECLARATION OF POSTING

In accordance with the requirement of California Government Code §54954.2, this agenda has been posted in the display case at the gated entrance to our main office at 10575 Central Avenue, Montclair, California not less than seventy-two (72) hours prior to the meeting date and time above.

Written materials relating to open session agenda items, including those distributed to the majority of the Board of Directors after distribution of this agenda package, are available for public inspection during normal business hours at the District's main office, located at 10575 Central Avenue, Montclair, California.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting may request such modification or accommodation from the District's Board Secretary at (909) 624-0035 or by email at BoardSecretary@mvwd.org. Notification forty-eight (48) hours prior to the meeting will enable District staff to make reasonable arrangements to assure accessibility to the meeting.

**MINUTES OF THE REGULAR MEETING
OF THE CAPITAL ASSET MANAGEMENT COMMITTEE
OF THE MONTE VISTA WATER DISTRICT
BOARD OF DIRECTORS**

December 11, 2023

DIRECTORS PRESENT

Manny Martinez, Director – Chair
Philip Erwin, Director

DIRECTORS ABSENT

None.

STAFF PRESENT

Justin Scott-Coe, General Manager
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
Juan Ventura, Customer Service and Information Technology Manager
Michael Tse, Associate Engineer
Brandi Goodman-Decoud, Executive Assistant II

OTHERS IN ATTENDANCE

None.

ITEM 1: CALL TO ORDER

Director Martinez called the meeting to order at 4:30 p.m.

ROLL CALL

Each Committee member confirmed their attendance.

ITEM 2: PUBLIC COMMENT

None.

ITEM 3: AGENDA CHANGES/ADDITIONS

None.

ITEM 4: DISCUSSION AND/OR ACTION ITEMS

A. Meeting Minutes: September 5, 2023

Upon motion by Director Martinez, seconded by Director Erwin, and unanimously carried:

M23-12-01

MOVED: Approve as presented, as by roll call vote:

Director Martinez	aye
Director Erwin	aye

B. Enter into Contract Change Order No. 4 to the Construction Agreement with Pacific Hydrotech for the Plant 34 Wellhead Treatment Project

Mr. Michael Tse provided a brief presentation in support of staff’s recommendation.

Director Martinez thanked staff for the breakdown of costs and detailed report.

Upon motion by Director Martinez, seconded by Director Erwin, and unanimously carried:

M23-12-02
MOVED: Recommend that the Board of Directors: 1) transfer \$100,000 from reserves into Capital Improvement Project EN2022-05 – Plant 34 Wellhead Treatment Project; and 2) authorize the General Manager to enter into Contract Change Order No. 4 with Pacific Hydrotech for \$114,534.16 resulting in a total contract not-to-exceed amount of \$3,596,710.36 to provide general contractor services to construct the Plant 34 Wellhead Treatment Project., as by roll call vote:

Director Martinez	aye
Director Erwin	aye

C. Establish Capital Improvement Project MA2024-12: Advanced Meter Infrastructure Phase II Installation

Mr. Juan Ventura provided a brief summary in support of staff’s recommendation.

Director Erwin inquired to the amount of meters that will be purchased and installed under this project.

Mr. Ventura confirmed 175 meters.

Upon motion by Director Martinez, seconded by Director Erwin, and unanimously carried:

M23-12-03
MOVED: Recommend that the Board of Directors 1) establish a new Capital Improvement Project MA2024-12: Advanced Meter Infrastructure Phase II Installation; and 2) transfer \$100,000 from reserves into Capital Improvement Project MA2024-12: Advanced Meter Infrastructure Phase II Installation, as by roll call vote:

Director Martinez	aye
Director Erwin	aye

ITEM 5: ENGINEER’S REPORT (VERBAL)

Mr. Tse provided a brief overview on the State Street Pipeline project estimated completion date of February 24; Grand Avenue Pipeline Project began last week and great progress has been made thus far; treatment will be initiated on Plants 4 and 27 in the next few months.

ITEM 6: ADJOURNMENT

Upon motion by Director Martinez, seconded by Director Erwin and unanimously carried:

M23-12-04
MOVED: Approved to adjourn the meeting, as by roll call vote:

Director Martinez	aye
Director Erwin	aye

There being no further business, Director Martinez adjourned the meeting at 5:00 p.m.

Respectfully submitted,

Justin M. Scott-Coe
General Manager/Secretary

DRAFT



January 24, 2024

Honorable Capital Asset Management Committee
Monte Vista Water District

SUBJECT: Enter into a Capacity Right Agreement with the Inland Empire Utilities Agency for the Plant 34 Wellhead Treatment Project

STAFF RECOMMENDATION:

It is recommended that the Capital Asset Management Committee recommend that the Board of Directors:

1. Authorize the Board President and General Manager to enter into Capacity Right Agreement with the Inland Empire Utilities Agency to purchase one brine discharge unit at a total cost of \$215,000; and
2. Authorize the Board President and General Manager to transfer \$245,000 from reserves into Capital Improvement Project EN2022-05 – Plant 34.

PRIOR BOARD ACTION:

On December 13, 2023, the Board of Directors authorized the General Manager to enter into Contract Change Order No. 4 with Pacific Hydrotech for \$114,534.16 resulting in a total contract not-to-exceed amount of \$3,596,710.36 to provide general contractor services to construct the Plant 34 Wellhead Treatment Project.

CALIFORNIA ENVIRONMENTAL QUALITY ACT DETERMINATION:

Staff has determined the project would be consistent with the requirements of Sections 15061(b)(1), 15301, and 15303 of the State California Environmental Quality Act Guidelines, and no exceptions apply. Therefore, the project is categorically exempt from California Environmental Quality Act.

W a t e r D i s t r i c t

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Sandra S. Rose
PRESIDENT

G. Michael Milhiser
VICE PRESIDENT

Tony Lopez
DIRECTOR / BOARD AUDITOR

Philip L. Erwin
DIRECTOR

Manny Martinez
DIRECTOR

**Enter into Capacity Right Agreement with the Inland Empire Utilities Agency
for the Plant 34 Wellhead Treatment Project**

FINANCIAL IMPACT:

The Fiscal Year Ending 2024 Amended Budget provides total project funding in the amount of \$8,790,521 for this activity under Capital Improvement Project Number EN2022-05 – Plant 34 Wellhead Treatment. Project-to-date expenditures total \$8,645,232.29. Amending the Fiscal Year Ending 2024 Budget to provide funding for this project will increase the Capital Improvement Budget by \$245,000, from \$12,161,620 to \$12,406,620 and reduce reserves by the same amount, from \$28,482,489 to \$28,237,489.

CONSISTENCY WITH STRATEGIC PLAN GOALS/INITIATIVES:

Strategic Goal 2: Improve quality and reliability of water supply through local development and regional collaboration.

Initiative 2.2: Employ innovative techniques and treatment to provide high quality water.

BACKGROUND:

The objective of the Plant 34 Wellhead Treatment Project (Project) is to provide water treatment facilities to treat three million gallons of water per day from Well 34. This Project will make Monte Vista Water District's (District) water supply portfolio more reliable and decrease the District's reliance on imported water. Both granular activated carbon and ion exchange (IX) technologies are utilized to address both 1,2,3-Trichloropropane and nitrates, respectively. The Project is substantially completed.

DISCUSSION:

The utilization of IX water treatment technology in the Project results in the generation of brine waste, necessitating appropriate disposal measures. As part of the Project, the District constructed a brine waste connection with Inland Empire Utilities Agency (IEUA) located on Palo Verde Avenue to handle the disposal of this brine waste. To initiate the waste disposal process, the District is required to submit an application for a capacity agreement with IEUA, encompassing a request for the acquisition of one capacity unit at a stipulated rate of \$215,000 per unit.

Additionally, as part of the project, the District will undertake the construction of a dedicated facility to accommodate instrumentation and control equipment. The estimated cost for the construction of this facility, inclusive of foundation, building structure, and electrical components, amounts to \$30,000.

Staff recommends that the District enter into a Capacity Right Agreement with the IEUA, seeking the purchase of one brine discharge unit at a total cost of \$215,000. Simultaneously, it is proposed that \$245,000 be transferred from reserves into Capital Improvement Project EN2022-05 – Plant 34 Wellhead Treatment Project to cover this and other final Project costs.

**Enter into Capacity Right Agreement with the Inland Empire Utilities Agency
for the Plant 34 Wellhead Treatment Project**

Respectfully submitted,



Michael Tse
Associate Engineer



Stephanie A. Reimer
Assistant General Manager/
Chief Financial Officer



Justin M. Scott-Coe
General Manager