Orange County Water District

DRAFT

Budget Report
FY 2013-2014
Orange County Water District
Budget Report
Fiscal Year 2013-14

Board of Directors

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2nd Vice President

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General Manager
The District receives an average of only 13 to 15 inches of rainfall annually, yet sustains a population of approximately 2.4 million people. The residents and businesses within the District have two primary sources of drinking water. One source is a natural underground reservoir, called the Orange County groundwater basin. The other source, referred to as imported water, comes from Colorado through the Colorado River Aqueduct and from the Sacramento/San Joaquin Delta in Northern California through the State Water Project.

The groundwater basin was used by early settlers to supplement flows from the Santa Ana River.

As the area developed into a thriving agricultural center, the increased demand upon the subsurface water by the county’s many wells resulted in a gradual lowering of the water table. In response, the Orange County Water District was formed in 1933 by a special act of the California State Legislature. OCWD manages the groundwater basin that underlies the northwest half of the county, supplying a significant percentage of the District’s total water demand. The remaining demand is obtained through the Colorado River Aqueduct and State Water Project via the Metropolitan Water District of Southern California and the Municipal Water District of Orange County.

**DISTRICT VITAL STATISTICS**

- Date of Enactment: 1933
- Form of Government: Special District of the State of California
- Area (square miles): 358
- Employees (full-time equivalent): 215.5

**Major Groundwater Producing Agencies:**
- Anaheim, City of
- Buena Park, City of
- East Orange County Water District
- Fountain Valley, City of
- Fullerton, City of
- Garden Grove, City of
- Golden State Water Company
- Huntington Beach, City of
- Irvine Ranch Water District
- La Palma, City of
- Mesa Consolidated Water District
- Newport Beach, City of
- Orange, City of
- Santa Ana, City of
- Seal Beach, City of
- Serrano Water District
- Tustin, City of
- Westminster, City of
- Yorba Linda Water District
Section 1
General Manager’s Message
March 6, 2013

Board of Directors
Orange County Water District

Subject: BUDGET FOR FISCAL YEAR 2013-2014

OVERVIEW

I am pleased to present to the Board of Directors the recommended budget for fiscal year (FY) 2013-14. The budget includes general fund expenditures, debt service, water purchases, refurbishment and replacement items, and capital projects for Board review and consideration. Development of the draft budget began in December 2012 with Board review of the preparation schedule.

The District’s general fund budget has been subdivided into 21 cost centers to provide greater detail. During the month of February I met with all of the District’s managers in preparing the budgets for these cost centers and made $0.8 million in budget reductions from what they proposed.

The draft budget will be reviewed at the Board meeting on March 6. Additional meetings and workshops will be held on the budget through March and April with the Board and Groundwater Producers (Producers). The final draft budget is scheduled for review at the April 17 Board meeting.

The budget describes activities and projects that are primarily a continuation of the District’s existing workload. We expect the Groundwater Replenishment (GWR) System to produce 72,000 acre-feet (af) of water supplies. The budget is based on increasing the Basin Production Percentage (BPP) to 70 percent from 68 percent, which corresponds to approximately 320,500 acre-feet of pumping in FY 2013-14.
Highlights and assumptions of the proposed budget include:

- Assumes a normal hydrologic year on the Santa Ana River watershed.
- This budget contains an appropriation for Metropolitan Water District (MWD) Storage Incentive Program (SIP) water of 5,000 af and MWD in-lieu purchases of 2,500 af.
- Budgeting for 20,000 af of MWD untreated full service water supplies to recharge into the groundwater basin to support the recommended BPP.
- The groundwater basin's accumulated overdraft would increase about 500 af with the 70 percent BPP and average hydrology.
- Decreasing General Fund expenses by $0.5 million from prior year.
- No cost of living increase to salaries has been budgeted, although merit increases based upon employee performance has been budgeted.
- Budgeted headcount decreases from 216 to 213½.
- The groundwater basin's projected June 30, 2013 accumulated overdraft is estimated at 202,000 acre-feet. This estimated overdraft increases to 250,000 acre-feet if the 48,000 acre-feet of water MWD has stored in the basin is removed.

The recommended budget would require an increase in the RA to $273 per acre-foot for FY 2013-14 from the prior year's $266. Table 1 provides a summary of the proposed budget.
Table 1
2013-14 PROPOSED BUDGET

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>BUDGETED FY 12-13 ($ MILLIONS)</th>
<th>PROPOSED FY 13-14 ($ MILLIONS)</th>
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<td>New Equipment</td>
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<td>Appropriation to R&amp;R Fund Reserves</td>
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<tr>
<td>Refurbishment and Replacement Expenditures</td>
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<td>Retiree Health Insurance Trust</td>
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<td>1.2</td>
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<tr>
<td>Total</td>
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<td>$184.7</td>
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BUDGET DETAILS

The Orange County Water District strives to improve the efficiency of all aspects of its operations in its continuing efforts to increase the water quality and reliability of Orange County’s local water resources at the lowest possible cost. The 2013-14 Budget Report for the District reflects the wide range of programs necessary to accomplish the District's primary mission of proactively managing the Orange County groundwater basin. The following sections provide highlights of the budget.

EXPENSES

GENERAL FUND BUDGET - $52.6 MILLION

The District has 21 cost centers and their proposed activities for the year are provided in detail in later sections of this document. The District constantly attempts to minimize increases to the General Fund by taking actions such as limiting administrative personnel, reviewing operations, maximizing outside funding opportunities, and reviewing all vacant positions before they are refilled. The General Fund budget contains the expenses of operating a number of facilities including:

- The GWR System Advanced Water Purification Facility
- Green Acres Project (GAP)
- Talbert seawater barrier injection facilities
- Water quality monitoring well maintenance and sampling
Laboratory
Recharge operations in Anaheim and Orange
Alamitos seawater barrier injection facilities
Prado Wetlands and water conservation programs

The District's total salary and benefit costs are projected to be $28.0 million, which is allocated as follows: $26.5 million to the General Fund and $1.5 million to capital projects. As described in the Work Plans, the budget proposes a headcount of 213½.

**WATER PURCHASE BUDGET - $20.0 MILLION**

The proposed water budget calls for purchasing 20,000 acre-feet of MWD untreated full service water and 7,500 acre-feet of MWD SIP water. The total water budget is $20.04 million. Any money not spent in the annual water budget would remain in the water fund reserve.

The District expects to have approximately $27.3 million in the water fund reserve by the end of the current fiscal year which would allow for the purchase of approximately 41,000 acre-feet of MWD untreated full service water. The basin’s accumulated overdraft is estimated to be 250,000 acre-feet excluding the 48,000 acre-feet in the MWD conjunctive use program storage account by June 30, 2013. This is 125,000 acre-feet from the District’s target overdraft of 125,000 acre-feet.

**DEBT SERVICE BUDGET - $31.0 MILLION**

The District will have more than $490 million in outstanding debt at the start of the budget year. This year’s total debt service payment will be $31.0 million, comprising $12.9 million of fixed rate debt, $3.9 million of variable rate debt, $1.2 million of SWAP payments, $8.5 million low interest State Revolving Fund Loans, $3.5 million towards establishing a restricted reserve fund equal to one year’s annual payment estimated at $9.2 million as a condition for the state loan used to finance GWRS Initial Expansion, and $1.0 million for debt administration. Variable rate debt interest cost has been budgeted at 3.0 percent.

The District has developed a comprehensive long-range debt management program, which provides for the funding of projects necessary to protect the basin and to increase basin production while providing predictable and minimal impacts to the RA.
The District holds very high credit ratings of AAA from Standard & Poor’s and Fitch along with an Aa1 rating from Moody’s. The ratings assigned by these three agencies have a direct impact on the District’s ratepayers. The District’s high credit ratings translate into lower annual interest payments and reduced letter of credit fees on its variable rate debt.

**Retiree Health Insurance Trust Fund - $1.2 Million**

The District conducted a biannual actuarial study in October 2011 to determine the estimated accrued liability of providing the retiree medical benefit which is $12.2 million. The annual cost to fund this liability (Annual Required Contribution or ARC) was estimated in the report at $1.15 million. At the end of FY 2012-13 the trust fund is expected to have a value of approximately $5.0 million. The recommended FY2013-14 budget includes $1.15 million to continue fully funding the District’s ARC. This cost is also referred to as Other Post Employment Benefits (OPEB).

**Replacement and Refurbishment (R&R) Fund Budget - $13.7 Million**

The District has over $866 million in existing plant and fixed assets. These facilities annually depreciate and require routine minor repairs to maintain their capabilities. In October 1998, the District formally established an R&R Fund.

In 2004 the R&R program was downsized to only include infrastructure type assets. The amount of money annually transferred into the R&R program was reduced from $4.5 million annually to $2.8 million with this change. The annual transfer amount has been growing by seven percent annually to provide sufficient funds to meet future expected R&R expenses. The annual contribution also increased by $4.5 million with the construction of the GWR System. The total contribution in FY 2013-14 would be $11.9 million. The R&R program and model was formally reviewed and updated in 2011.

Actual expenditures from the fund vary significantly each year depending upon which District assets have reached the end of their useful life and need to be replaced or which assets can have their lives extended by refurbishing them. In FY 2013-14, the proposed R&R expenses are $13.7 million.

The R&R Program Fund balance is expected to decrease from $67.2 million on June 30, 2013 to $65.4 million on June 30, 2014.

**Capital Projects Budget - $65.6 Million**

The District prepares a multi-year CIP budget to support its mission. The CIP budget spans three years and provides expected capital expenditures over the 3-year period. The CIP budget is comprised of twenty one projects totaling $65.6 million in FY 2013-14. The twenty one projects are funded through long-term debt, legal settlements from companies who have polluted the groundwater basin, and the District will be funding $5 million of the CIP budget with RA
revenue or current revenue (PAYGO) rather than borrowed funds. Details of the CIP are provided in Section 8 of the budget book.

The projects are necessary to:

- Support basin production by increasing recharge capacity and operational flexibility;
- Protect the coastal portion of the basin; and
- Provide water quality improvements.

The CIP program and the capitalization of expenses comply with the adopted District policy in October 2000, which: (1) defines the types of expenses that can be capitalized; and (2) uses long-term debt to fund the projects. Each project included in the CIP must be individually reviewed and approved by the Board prior to design and construction.

**NEW CAPITAL EQUIPMENT ITEMS - $0.6 MILLION**

This budget includes small equipment items such as laboratory equipment, machines, tools, computers and software, pumps, equipment, etc. These items are funded using current revenues.

A detailed list of these items is provided in Section 9 of this document.

**REVENUES**

**ASSESSMENTS - $87.0 MILLION RA; $1.8 MILLION BASIN EQUITY ASSESSMENT**

All water pumped out of the groundwater basin is assessed the RA on a dollar per acre-foot basis of $273. The RA is expected to generate $87.0 million in revenue for FY 2013-14 based on 320,500 acre-feet of total anticipated basin production at a 70 percent BPP. Anticipated agricultural pumping of approximately 3,000 acre-feet generates revenues based on half the RA ($136.50).

The Basin Equity Assessment (BEA) rate is calculated for each Producer based on the treated full service MWD water rate and each Producer’s individual energy cost to pump groundwater. The BEA is assessed annually in September for all groundwater production above the BPP. For FY 2013-14, $1.8 million of BEA revenue is expected to be received.
AD VALOREM PROPERTY TAXES – $19.6 MILLION

The District would expect to receive approximately $19.6 million in property taxes collected within the service area.

The County of Orange assesses and collects the taxes and transfers them to the District at various times during the year. This revenue source is dedicated to the District’s debt service expense.

INVESTMENT REVENUE – $1.9 MILLION

The District’s cash reserves generate investment revenues. The majority of cash reserves are invested in short-term securities. Yields continue to decline and have been estimated at 1.00 percent.

Investment revenues have been estimated at $0.6 million for the General Fund. Approximately $0.7 million of the investment revenues are generated by and for the R&R program, another $0.3 million of the investment revenues are generated by and for the CIP program. The remaining $0.3 million in interest revenue is allotted to the Water fund reserve.

MISCELLANEOUS REVENUES – $12.9 MILLION

MISCELLANEOUS REVENUES ARE COMPRISED OF NUMEROUS ITEMS INCLUDING:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Water sales from the GAP</td>
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<tr>
<td>MWD GAP &amp; LRP Subsidy</td>
<td>$0.5 M</td>
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<tr>
<td>GWR System MWD LRP Subsidy</td>
<td>$8.1 M</td>
</tr>
<tr>
<td>Annexation fees</td>
<td>$1.0 M</td>
</tr>
<tr>
<td>Producer well loan repayments</td>
<td>$1.1 M</td>
</tr>
<tr>
<td>Rents &amp; leases</td>
<td>$1.3 M</td>
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<tr>
<td>Other minor misc. items</td>
<td>$0.2 M</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$12.9M</strong></td>
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</table>
RESERVES

The District maintains cash reserves to ensure its financial integrity so that the groundwater basin can be successfully managed and protected. Cash reserves ensure that:

- The District has sufficient funds for cash flow purposes;
- Funds are available for unexpected events such as contamination issues;
- Funds are available to make necessary replacements and repairs to the District’s infrastructure;
- The District has access to debt programs with very low interest cost;
- A financial hedge is in place to balance the amount of outstanding variable rate debt the District has issued in case interest rates rise;
- The District can purchase MWD SIP water when available.

The District has developed policies which result in the establishment of the reserve and operating fund levels shown in Table 2. The net effect of the proposed budget would be to increase total District reserves by $7.0 million with $3.5 million increasing the GWRS Initial Expansion (GWRSIE) state loan reserve fund which is a condition of the low cost loan, $4.2 million increase to water fund, decrease of $1.8 million in the R&R fund and decrease of $1.1 million operating reserve required by the District Act.

### Table 2: Operating Reserves Levels

<table>
<thead>
<tr>
<th>Reserve</th>
<th>Beginning FY12-13 ($/million)</th>
<th>Projected Year-end FY 12-13 ($/million)</th>
<th>Projected Year-end FY 13-14 ($/million)</th>
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<tr>
<td>R&amp;R Fund</td>
<td>58.3</td>
<td>67.2</td>
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<tr>
<td>Toxic Clean-up</td>
<td>4.0</td>
<td>4.0</td>
<td>4.0</td>
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<tr>
<td>General Contingencies</td>
<td>3.0</td>
<td>3.0</td>
<td>3.0</td>
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<tr>
<td>GWRSIE State Loan Reserve Fund</td>
<td>0.7</td>
<td>1.7</td>
<td>5.2</td>
</tr>
<tr>
<td>Water Fund</td>
<td>22.1</td>
<td>27.3</td>
<td>31.5</td>
</tr>
<tr>
<td>Operating Reserves</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(15% of operating budget)</td>
<td>15.9</td>
<td>16.8</td>
<td>17.9</td>
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<tr>
<td>Sub-total</td>
<td><strong>104.0</strong></td>
<td><strong>120.0</strong></td>
<td><strong>127.0</strong></td>
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<tr>
<td><strong>Operating Funds</strong></td>
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<tr>
<td>Operating Fund</td>
<td>37.2</td>
<td>40.0</td>
<td>40.0</td>
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<td><strong>TOTAL</strong></td>
<td><strong>141.2</strong></td>
<td><strong>160.0</strong></td>
<td><strong>167.0</strong></td>
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</table>
COST CUTTING EFFORTS

Staff has been and will continue to work to reduce District expenses to minimize rate increases. Over the past five years the District’s general fund expenses have been reduced from $58.9 million in FY 09-10 down to the recommended $52.6 million for FY13-14. Recent examples of cost cutting efforts include:

- A full time administrative position will be reduced;
- Changed to a new supplier for specialty gases used in lab analytical systems to save money without a reduction in purity;
- A recent vacated engineering position is being held open to determine the workload impacts to see if the position can be eliminated;
- The District continues negotiating payment term discounts with vendors;
- Analyzed historical insurance claims data and adjusted insurance deductibles accordingly to reduce premiums;
- Reduced the use of sulfuric acid typically required as a pretreatment to prevent mineral scaling in the reverse osmosis membranes by working with the District’s antiscalant vendors.

CONCLUSION

The proposed 2013-14 budget represents an expenditure plan that is fiscally sound and incorporates significant budget reductions while supporting necessary programs. As part of the District’s commitment to provide local groundwater producers with a reliable, adequate, high-quality water supply at the lowest reasonable cost, the following areas will continue to be emphasized:

- Minimizing administrative and overhead type costs;
- Protect the coastal portion of the groundwater basin;
- Increase local water supplies were economical; and
- Maintain the financial health and integrity of the District.

Respectfully submitted,

Michael R. Markus, P.E.
General Manager
Section 2
Summaries

Combined Summary
Sources and Uses of Funds
General Fund Budget Summary
General Fund Budget Comparison
District Memberships
OCWD Staffing History
## Orange County Water District
### Combined Summary
#### Fiscal Year 2013-14

### Revenues

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<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Property Taxes</td>
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<tr>
<td>Replenishment Assessment</td>
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<tr>
<td>In-Lieu Revenue</td>
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</tr>
<tr>
<td>Basin Equity Assessment</td>
<td>$1,750,000</td>
</tr>
<tr>
<td>Facility Revenue from Other Agencies (GAP &amp; LRP)</td>
<td>$9,308,100</td>
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<tr>
<td>Project Reimbursement Revenue</td>
<td>$11,540,690</td>
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<td>Investment Revenues</td>
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<td>Notes Receivable Reimbursement</td>
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<td>Rent, Royalties and Others</td>
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<td>Appropriation from R&amp;R reserves</td>
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<td>Draw from Construction Fund/SRFLoans</td>
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<td><strong>Total Revenues/Others</strong></td>
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### Appropriations

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<th>Description</th>
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<td>New Equipment</td>
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<td>Water Purchases</td>
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<td>Retiree Health Trust</td>
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<td>Capital Projects (Debt &amp; PAYGO funded)</td>
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* Misc. revenues from research grants, annexation fees, MWD storage program, rents & leases misc. fees, etc.
## General Fund Budget Summary

**Fiscal Year 2013-14**

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<th>Cost Center #</th>
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**Total (Rounded)** $ 26,482,000 $ 26,140,000 $ 52,622,000
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$ 275,250
### OCWD Headcount

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### OCWD Headcount Graph

- **Natural Resources**
- **Hydrogeology**
- **Engineering**
- **Property Management**
- **Wetland Operations**
- **Recharge Operations**
- **Water Production/GWR System**
- **Regulatory Affairs**
- **Local Resources**
- **Planning & Watershed Management**
- **Research & Development**
- **Laboratory**
- **Water Quality**
- **Safety & Risk Management**
- **Human Resources**
- **Finance**
- **Purchasing**
- **Board Administration**
- **Information Services**
- **Public Affairs**
- **General Manager's Office**

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Orange County Water District  
FY 2013-14 Budget Report
Section 3
Operations and Cost Center Descriptions

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Cost Center Profiles
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Summary Information

Existing Staff – 5 FTEs

1 – General Manager
1 – Senior Administrative Coordinator
1 – Administrative Support Technician
2 – Administrative Support Assistants

Mission

Implement the policies of the Board of Directors.

Key issues for 2013-14

♦ Oversight of the construction of the GWRS Initial Expansion
♦ Continued efforts to increase water conservation at Prado Dam to elevation 505 year-round
♦ Pursuit of strategies to protect Santa Ana River flows
♦ Study feasibility for the GWRS Final Expansion
Account Information | FY 2011-12 Actual | FY 2012-13 Budget | FY 2013-14 Proposed Budget
--- | --- | --- | ---
Salaries and Benefits | 626,696 | 611,316 | 625,003
Services and Supplies | 1,351,374 | 1,480,580 | 1,502,008
Total | $1,978,070 | $2,091,896 | $2,127,011

I FY 2013-14 Major New Initiatives/Programs
With Board approval, commence strategic planning workshops with Directors and staff on major initiatives for the next three years.

II Core Activities
The General Manager’s Office is charged with directing the activities of 216 full time employees in their efforts to manage and protect the Orange County groundwater basin, which supplies the majority of the water used by 2.4 million people living in northern Orange County.

Core activities include:

♦ Implementing and communicating the policies of the Board of Directors
♦ Supporting and preparing for Board and Committee meetings
♦ Managing organizational issues
♦ Managing outside legal services
♦ Coordinating legislative activities
♦ Providing external communications
♦ Participation in WateReuse to help support District initiatives and policy development for indirect potable reuse
♦ Attending Santa Ana Water Project Authority (SAWPA) meetings and engaging the member agencies general managers in upper Santa Ana watershed activities
♦ Coordination with Municipal Water District of Orange County (MWDOC), Association of California Water Agencies (ACWA), and groundwater producers
♦ Providing mailroom and copy production support services
♦ Managing organizational memberships and office supplies

III Non-Core Activities
♦ Numerous requests for presentations and tours of District facilities
IV Group Goals for 2013-14

**Lawsuits** – Actively manage and aggressively pursue legal actions including:

- MTBE litigation
- North Basin Groundwater Protection Project
- South Basin Groundwater Protection Project

**Legislation** - Advocate for the District’s legislative interests at the federal, state, and local levels. Actively monitor and aggressively support/oppose legislation impacting the District’s operations as necessary.

- **Federal**: Work with the Army Corps of Engineers (ACOE) to pursue additional water conservation and development of a sediment removal project behind Prado Dam. Continue working with federal legislators to secure funding for District projects and visit legislators and legislators’ staff in Washington D.C.

- **State**: Work with Association of California Water Agencies (ACWA), SAWPA, California Special Districts Association (CSDA), and others to: monitor potential legislation concerning water quality, prevent shifting property tax revenue, and oppose legislating local issues; support good governance measures; monitor and apply for infrastructure/resources bond funding opportunities; monitor State Regional Board movement to change recycled water policy; and monitor and take positions on legislation of importance to the District; and visit legislators and legislators’ staff in Sacramento.

- **Local**: Work with local agencies, organizations, (including the League of Cities and Orange County Council of Government [OCCOG]), elected officials and their staff members to protect the District’s interests and operations. Meet with county supervisors and local.

**GWRS Operation** – Achieve production of 70,000 acre-feet

**Organizational** – Work to improve recruitment and retention of employees

**Metropolitan Water District of Southern California (MWD)** – Actively participate in development of new policies dealing with groundwater issues

**Proposition 84 Grant Administration** – Support efforts to obtain grant funding for selected projects

**Annexation Process** – Bring to the Board the Yorba Linda, Anaheim and Irvine Ranch Water District annexation requests
V Pending Activities

♦ Active participation in WateReuse and ACWA
♦ Actively pursue operational efficiencies and explore additional opportunities for supply to the groundwater basin
♦ Continue to develop relationships with both SAWPA and non-SAWPA upper Santa Ana River watershed agencies

VI Staff Addition Needed for FY 2013-14

None

VII Future Issues

None
PUBLIC AFFAIRS

Summary Information

Existing Staff – 6 FTEs

1 – Director of Public Affairs
1 – Legislative Affairs Liaison
1 – Principal Communications Specialist
1 – Senior Communications Specialist
1 – Communications Specialist
1 – Administrative Support Specialist

Mission

Build and maintain support of OCWD’s programs and projects by communicating to key elected officials, community leaders, stakeholders, media, businesses, environmental groups, and employees.

Key Issues for 2013-14

♦ Commemorate OCWD’s 80th Anniversary
♦ Establish and solidify OCWD’s reputation and brand as a leader in water management and an innovator in the water field - statewide, nationally and internationally.
♦ Support GWRS Initial Expansion efforts.
♦ Design and implement educational panels in the corridor of the administrative building.
♦ Create and execute communications that uphold the District’s five commitments
♦ Create and maintain strong working relationships with Producers, community stakeholders including community-based organizations, chambers of commerce, churches, schools, regulatory and government agencies, and water agencies.
♦ Create and maintain strong relationships with media, elected officials and policy makers in Orange County and beyond.
♦ Secure story placement in high profile media outlets.
♦ Establish OCWD as a water expert that should be called upon for fact checking and media inquiries, to present scientific papers, and to speak before policy makers, locally, at the state level, nationally and internationally.
♦ Lay groundwork to secure support and funding for the final expansion of the GWRS, to increase water conservation behind Prado Dam, and to implement projects that are environmentally forward-thinking.
♦ Engage in proactive efforts to protect the District’s ad valorem tax revenues and to secure funding for District projects through the impending water bond and the Integrated Regional Watershed Management Program (IRWMP).
♦ Expand and enhance District tours, the Speakers Bureau Program, the OC Water Summit, and the OC Children’s Water Education Festival. Water 101, and Water Hero Program.
♦ Continue to draw high profile leaders, to tour the GWRS and/or to host a significant event at the District’s facility.
♦ Update and upgrade communications collateral materials that include the website, brochures, videos and the hallway panels.
♦ Support other departments, the District’s Capital Improvement Program, new well development, recharge enhancements and the North and South Basin Groundwater Protection Projects.
♦ Work with legislators, legal counsel and legislative consultants to amend the District Act.
♦ Actively engage in WateReuse Foundation’s efforts to brand recycled water and develop new terminology for indirect potable reuse.
♦ Actively engage with setting program agendas for the monthly Water Advisory Committee of Orange County (WACO) and Independent Special Districts of Orange County (ISDOC) general membership meetings.
♦ Market OCWD in new, but cost-effective ways
♦ Identify and create more speaking opportunities for Board Members and executive staff to update the community about OCWD’s activities, history and important role in the local economy and public health
♦ Reach more and new people, and strengthen and build upon existing relationships
♦ Demonstrate value/importance of OCWD groundwater management to cities, producers, policy makers, residents and businesses
♦ Generate employee pride/enthusiasm in OCWD (they are OCWD’s community ambassadors)
Maximize time and money – overlap activities and collateral

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**FY 2013-14 MAJOR NEW INITIATIVES/PROGRAMS**

♦ Seek grant funding for the O.C. Family Water Education Program, which includes the Children’s Water Education Festival, the Water Hero Program, OCWD facilities tours and the O.C. Water Summit.

♦ Work with the Visitor Education Center ad hoc Committee and consultants to design and create interactive informational hallway panels and kiosks and awards displays to support the demanding facility tour schedule.

♦ Seek grants and sponsorships for the education hallway project.

♦ Provide support to District Departments requesting state and federal funding and/or authorization for District projects, the Prado Water Conservation and Sediment Removal Project.

♦ Work with legislators, legal counsel and legislative consultants to amend the District Act.

♦ Develop a joint-facilities educational tour program with OCSD for high school and college students.

♦ Support an extensive construction alert outreach program to minimize disruptions in neighborhoods impacted by the District’s North Basin and South Basin Groundwater Protection Programs and other community projects.

♦ Execute activities to commemorate the 80th Anniversary of OCWD, including hosting a legislative floor recognition and reception at the state capitol in honor of OCWD’s 80th year.

♦ Expand the Speakers Bureau Program to include state of the groundwater basin presentations at city council meetings, mayors’ breakfasts, community organizations’ general meetings and during appearances on local and elected officials’ cable programs

♦ Update collateral materials including the OCWD website and presentation slides to include new 3D illustrations to demonstrate groundwater management, basin hydrogeology and seawater intrusion. Presentations will include an historical view of OCWD as well as demonstrate the value of the groundwater basin and groundwater management.

♦ Redesign the Water Hero Program to make it more cost and time effective.
II  **CORE ACTIVITIES**

♦ Major focus will be on building awareness and support for OCWD’s programs and projects by communicating to key elected officials, community leaders, stakeholders, businesses, environmental groups, etc.

♦ Conduct annual Groundwater Adventure Tour of OCWD facilities for groundwater producers, general managers, and staffs.

♦ Continue coordinating and promoting the O.C. Water Hero conservation program and OC Water 101 classes.

♦ Continue successful GWRS outreach tactics, which include the Speakers’ Bureau. Maintain and increase public support regarding GWRS.

♦ Work with city councils, city managers and water boards to be more informed and supportive of OCWD’s commitments, goals and objectives.

♦ Assist OCWD Board members in their communication efforts with their stakeholders.

♦ Improve communications for and between OCWD Public Affairs Department and groundwater producers’ public information representatives in order to generate a positive, mutually beneficial relationship and increase clarity of wholesaler/retailer messages.

♦ Continue to administer employee communications programs: Employee Recognition Program and Employee of the Month/Year Program.

♦ Be responsive to needs of community neighbors impacted by OCWD construction, operations or projects, so that they understand the need for the work and so that impacts are mitigated as much as possible.

♦ Ensure OCWD’s innovations are noted in trade publications by developing relationships with key trade press.

♦ Keep elected officials and their staff members up-to-date and supportive of OCWD issues and needs.

♦ Build recognition, trust and awareness of OCWD in leading community organizations.

♦ Conduct Children’s Water Education Festival and other youth and Groundwater Guardian activities and inform/involve Orange County education leaders about OCWD’s youth education activities. Continue to actively request/receive outside grants and contributions for this activity.

♦ Maintain support and interest of Orange County’s business leaders in OCWD’s groundwater issues by working through the numerous chambers of commerce throughout Orange County.

♦ Maintain support of OCWD’s environmental efforts by communicating with local environmental organizations.

♦ Continue to support communication efforts of other OCWD departments including water quality and emerging contaminants outreach, annexation issues, legislative support, and water rights application.
♦ Continue proactive media relations program, including distributing press releases, contacting and meeting with new local reporters, coordinating media tours and monitoring news media.
♦ Continue to plan and implement District events, such as the O.C. Water Summit and Children’s Water Education Festival.

III  **NON-CORE ACTIVITIES**
♦ Coordination with MWDOC and Orange County Sanitation District (OCSD) on GWRS, medicine disposal, water conservation, and retail water agency public relations support, news releases and marketing information.
♦ Production of a new brochure for the Prado Wetlands and enhancing the Prado tour component of the Groundwater Adventure Tour.
♦ Secure full support and development of groundwater guardian team for active support of groundwater projects.
♦ Support of outside water industry agencies (American Water Works Association Research Foundation [AWWARF], WateReuse, the Clean Water Alliance, Water Environment Research Foundation, ACWA, National Water Research Institute [NWRI], etc.) for research support, conference support, etc.
♦ Maintain effective OCWD membership programs.

IV  **GROUP GOALS FOR 2013-14**
• Market OCWD in new, but cost-effective ways
• Identify and create more speaking opportunities for Board Members and executive staff to update the community about OCWD’s activities, history and important role in the local economy and public health
• Reach more and new people, and strengthen and build upon existing relationships
• Demonstrate value/importance of OCWD groundwater management to cities, producers, policy makers, residents and businesses
• Generate employee pride/enthusiasm in OCWD (they are OCWD’s community ambassadors)
• Maximize time and money – overlap activities and collateral

V  **PENDING ACTIVITIES**
Major activities that are not being implemented include:
♦ Northern California and 2-day SAR watershed tours.
♦ Facilities open house program for neighbors. Will be done every other year.
♦ Children education program at Prado.
♦ President’s annual lunch with staff (onsite space limitations only allow for a maximum of 40 attendees)
VI    **STAFF ADDITION NEEDED FOR FY 2013-14**
None

VII   **FUTURE ISSUES**
Possible need for outside consultant(s) to create additional graphics and video for the Water Education Corridor and other collateral materials.
Summary Information

**Existing Staff - 3 FTE**

1 – District Secretary  
1 – Assistant District Secretary  
1 – Records Coordinator

**Mission**

Maintain and manage official District documents and records, compile and prepare Board and Committee agendas and minutes. Perform other statutory duties as set forth in the District Act, including Conflict of Interest filings and publication of required legal notices.

**Key Issues for FY 2013-14**

None
**Account Information**

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I FY 2013-14 Major New Initiatives/Programs


II Core Activities

♦ The primary function of the Board Administration Department is to maintain all official District documents and records, to compile and prepare Board and Committee agendas and minutes to ensure compliance with all applicable state and federal laws, and to perform other statutory duties as set forth in the District Act, including Conflict of Interest filings and publication of required legal notices.

♦ Another prime function is Records Management, which includes recording, filing, indexing, and maintaining database of Board records for District-wide use.

III Non-Core Activities

Non-core activities (secondary priority compared to core activities) conducted by Board Administration include:

♦ Director’s support – travel, expense reporting, and meeting scheduling, mail processing

♦ Management support – assist with research and preparation of submittals for Board consideration

♦ Maintenance of Board Policy Manual and District Act.

IV Group Goals for 2013-14

♦ Scanning and indexing Board/Committee Agenda packets: The department is focused on scanning Board/Committee Agenda packets into the electronic records management system (RMS).

♦ Expanding and integrating the RCO database: The Department will continue to link the Board minute database to legal documents database.

♦ Updating of Records Retention Policy: The Department will review and recommend, if necessary, updating the records retention policy to ensure compliance with current regulations. The inventory at Iron Mountain will also be reviewed.
♦ **Training of District personnel on use of Records Management System:** The Department will continue to train District staff in ways to access records through the RMS

V **Pending Activities**

Audit of Iron Mountain inventory.

VI **Staff Addition Needed for FY 2013-14**

None

VII **Future Issues**

♦ Continuation of development of a work plan for District-wide implementation of departmental central filing utilizing the electronic records management system and establishing District-wide procedures for key staff related to scanning, accessing and transmitting electronic records.

♦ Archival of District historical records.
Summary Information

Existing Staff – 2 FTEs

1 – Executive Director of Engineering and Local Resources
1 – Administrative Coordinator

Mission
Coordinate and manage basin management programs with the Groundwater Producers. Assist with managing the financial and water budgets of the District. Coordinate water purchases from other agencies. Recommend the annual Replenishment Assessment, Basin Production Percentage, Production Limitation and the Basin Equity Assessment. Monitor and represent the District at MWD and MWDOC meetings. Coordinate MWD storage programs. Assist with the annual budget preparation. Manage grant/loan activities with appropriate funding agencies (Department of Water Resources, State Water Resources Control Board, MWD through MWDOC and others). Assist with issues related to projects creating new water supplies.

Key Issues for FY 2013-14

♦ Purchase water under the new MWD Replenishment Program rules
♦ Processing annexation requests from City of Anaheim, Irvine Ranch Water District (IRWD) and Yorba Linda Water District (YLWD).
♦ Provide analysis on key issues related to the Huntington Beach AES ocean desalter
♦ Develop a staff sharing agreement with the Municipal Water District of Orange County
<table>
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I FY 2013-14 Major New Initiatives/Programs
None

II Core Activities
The Local Resources Department is primarily responsible for managing various local and imported water programs. The core activities of the group are:

♦ Interacting, representing, and processing agreements with outside agencies such as the MWD, MWDOC, the local groundwater producers (i.e., water retailers), State of California (State Water Resources Control Board and Department of Water Resources) and others.

♦ Administering any funding programs for current and future phases of the GWR System.

♦ Administering and/or developing special programs such as basin management programs with groundwater producers.

♦ Attend MWD Committee meetings and represent the District

♦ Monitor MWD available water supplies for purchase and water rates.

♦ Annually establish the Replenishment Assessment, Basin Production Percentage and Basin Equity Assessment collections

♦ Meet with Groundwater Producers as necessary to update District activities

♦ Seek water transfers from areas outside of Southern California

♦ Processing annexation requests.

♦ Preparing and administering the water purchase budget and in-lieu water purchase program.

♦ Administer monthly and special groundwater producers’ meetings.

♦ Providing long-term RA, BPP, and capital project projections.

♦ Prepare invoices, pertinent billing documents and reports for the GWR System in compliance with the Local Resources Program financial incentive contribution by MWD.
♦ Manage the MWD Conjunctive Use Storage and Supplemental Storage programs with MWD and MWDOC.
♦ Act as liaison with MWDOC
♦ Represent the District at the Association of Groundwater Agencies meetings.
♦ Assist with the production of monthly in-lieu invoices and annual Basin Equity Assessment reports.
♦ Administer MWDOC/OCWD Joint Planning Committee meetings.
♦ Manage and oversee the preparation of Board and Committee agendas and packets

III Non-Core Activities
None

IV Group Goals for FY 2013-14
♦ Negotiate a water purchase agreement with Poseidon Resources
♦ Develop potential program on the routine purchase of MWD untreated full service supplies.
♦ Assist MWDOC and Poseidon resources on institutional issues of supplying ocean desalination water to Groundwater Producers
♦ Complete processing of annexation requests by the City of Anaheim, Yorba Linda Water District and Irvine Ranch Water District
♦ Continue with not filling one open position in the department
♦ Rate Projections – Update the District’s five-year RA and BPP projections.
♦ Basin Management
  • Develop a program to shift coastal pumping inland.
  • Develop a program to increase groundwater pumping along the westerly side of the basin

V Pending Activities
♦ Major activities that are not being implemented include water conservation activities and financial incentive program to further enhance water conservation efforts within the District’s service area.
♦ Developing projects and programs to reduce groundwater basin salinity levels.

VI Staff Addition Needed for FY 2013-14
None
VII Future Issues
None
Summary Information

Existing Staff - 4 FTEs
1 – Director of Human Resources
1 – Senior Human Resources Specialist
1 – Human Resources Specialist
1 – Administrative Support Technician

Mission
Manage the District’s Human Resources program to integrate human value with water management objectives.

Key Issues for FY 2013-14
♦ Labor negotiations.
♦ Closely monitor the affects of the Health Care Reform Law on District health benefits as the main provisions of the law come into affect in 2014. Follow the regulations and follow through on the requirements of implementing those regulations.
♦ Continue required training programs for managers and supervisor. This effort will be ongoing
Work with Risk & Safety to develop the District’s safety programs in coordination with outside consultants.
- Revamp the Wellness Program.

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I FY 2013-14 Major New Initiatives/Programs
- Training will continue to be a main focus for the department.
- Healthcare Reform issues and upcoming guidelines and changes.
- Safety program update.
- Wellness Program.

II Core Activities
The Human Resources Department is primarily responsible for the District programs that integrate human value with water management objectives.

Core activities include:
- Negotiations with OCEA
- District recruitment efforts - This includes placements, resume reviews, interviews, background investigation and coordinating pre-employment physicals and drug testing.
- Safety and Risk Management oversight.
- HRIS and Timekeeping System administration and implementation – ongoing.
- Implement new programs to meet new mandates.
- Policy development and management - Staff must monitor federal and state employment related laws and regulations to ensure the business practices and polices stay current and the District is fully compliant.
- Benefit Administration - Work with brokers to ensure competitive health insurance programs. Act as liaison on all benefit issues between employees and the carriers.
- Retirement program administration.
- Compensation Administration - This includes market surveys and compensation policy development and administration.
- Mandated Programs - This includes programs mandated by federal and state guidelines. Unemployment insurance benefit program, Department of Transportation drug and alcohol program, training programs, among others.
♦ Employee Relations - This includes employee discipline, employee documentation, employee counseling, and representing the District at employment related hearings.
♦ General Personnel Administration - This includes keeping all required documentation on all employees, filing appropriate federal and state reports. Also, participation in surveys and special reports as requested by managers.
♦ Employee morale programs such as Employee of the Month and Year Program, and Employee Recognition Program.

III Non-Core Activities

None

IV Group Goals for 2013-14

♦ Update the retirement summary plan descriptions
♦ Wellness Program development.
♦ Continue to expand on the training program for managers and supervisors.
♦ Development of a Procedure Manual for all employees and one for Supervisors.
♦ “In-depth” review of benefits plans and how to augment and/or cut costs but retain good benefit levels in coordination with the changing regulations under Health Care Reform.

V Pending Activities

♦ Modify the department filing system, including the Employee Personnel files.

VI Staff Addition Needed for FY 2013-14

None

VII Future Issues

♦ Succession Planning
Summary Information

Existing Staff - 2 FTEs
1 – Risk & Safety Manager
1 – Security Guard

Mission
Implement the District’s Environmental, Health, Safety (EH&S) and Security Programs to ensure a safer workplace and compliance to regulatory requirements.

Key Issues for FY 2013-14
♦ Organize and train a Confined Space Rescue Team. Work with the GWRS Managers to implement a rescue process, train applicable employees and conduct drills.
♦ Ensure all employees who are eligible to drive OCWD vehicles complete an on-line defensive safe driving course.

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I FY 2013-14 Major New Initiatives/Programs

♦ Implement phase 1 of the Globally Harmonized System (GHS) to be in compliance by December 1, 2013 as required by OSHA. All employees will be trained on the new MSDS and labeling requirements.

♦ Work with safety consulting firm.

♦ Implement the Emergency Action Plan for Fountain Valley location. Process includes new Emergency Response Team, internal emergency contact, training and drills.

♦ Provide electrical safety review for arc flash and electrical safety training for all the electricians.

♦ Develop and implement a Contractor Safety program to ensure compliance with Cal OSHA and Cal EPA; and to reduce risks and liability.

♦ Partner with FHQ management to evaluate the security camera system for functionality and incorporation into the SCADA system.

♦ Develop a Workers Compensation and Return to Work program

II Core Activities

The Risk & Safety Department is primarily responsible for:

• Managing the overall safety program to ensure compliance; risk reduction; and training.

• Aggressively managing Workers Compensation (W.C.) injury/illness claims to ensure speedy medical care and cost reduction.

• Administering the Environmental program to comply with all applicable agencies including the Air Resources Board, Cal EPA, Riverside, Anaheim and Fountain Valley Fire Departments, DTSC, etc.

• Managing the Security Program to achieve a proactive effective program.

Core activities include:

♦ Evaluate and update safety procedures annually to ensure compliance and applicability.

♦ Develop and conduct training for new hires and on-going training requirements.

♦ Conduct departmental audits to ensure the monthly inspection process is being implemented and corrective actions are being completed.

♦ Respond to on-going issues and concerns related to EH&S and Security.

♦ Prepare and submit annual Fire Department Business plans for Anaheim, Fountain Valley and Prado locations.

♦ Manage Environmental calendar to ensure fees and permits are completed in a timely manner.
Safety and Risk Management

♦ Conduct Ergonomic assessments to reduce risk for ergonomic injuries and increase productivity.
♦ Manage the Prescription eye wear program to ensure applicable employees receive prescription safety glasses.
♦ Manage the Safety Shoe program to schedule the shoe mobile and to provide safety shoe vouchers for applicable employees.
♦ Involved in Safety Management Organizations to be informed on Best Industry Practices and monitor regulatory updates and legislative issues.
♦ Manage W.C. injuries, working closely with employee, health care provider and insurance company.
♦ Evaluate and procure needed safety/security supplies/equipment.
♦ Interact with employees, managers, contractors and outside agencies to advance and improve safety issues.
♦ Oversee the Hazardous Waste program.
♦ Supervise security guard activities at FHQ and intern at Fountain Valley.
♦ Develop and implement a user friendly safety website for easy accessibility to procedures, forms and safety briefs.
♦ Review visitor/tour requests received by the Public Affairs Department.

III Non-Core Activities

Non-core activities (secondary priority compared to core activities) conducted by the Risk Management & Safety group include:

♦ Participate as Board member and V.P for PASMA (Public Agency Safety Management Association)

IV Group Goals for 2013-14

♦ Work with IS, Engineering, and vendor(s) to identify functional and non-functional security cameras at FHQ
♦ Actively involve Safety Committee members
♦ Organize a group (to include GWRS, IS, Finance, and Safety) to evaluate the GPS vehicle programs and provide recommendations
♦ Provide NIMS training/drill for applicable management members

V Pending Activities

Review existing Safety Procedures

VI Staff Addition Needed for FY 2013-14

None

VII Future Issues

♦ Review, audit, and revise the Lockout/Tagout Program
Summary Information

Existing Staff - 9 FTE

- 1 – Director of Engineering
- 2 – Principal Engineers (One position is being left open pending future workload evaluation)
- 3 – Senior Engineers
  - 1 – Assistant Engineer
  - 1 – Construction Inspector
  - 1 – Administrative Support Specialist

Mission
Plan, design, and manage the construction of the District’s improvement projects.
Key issues for 2013-14

♦ Burris Pump Station Improvements – The Burris pump station is a critical facility for OCWD. The pump station moves water captured along the Santa Ana River to recharge in the Santiago Basins. These facilities allow OCWD to recharge 36,000 AFY. Elements of the pump station are nearing the end of their useful life and a study was undertaken in FY 2011-12 to determine what improvements are necessary to maintain this facility in proper working conditions. Design efforts are underway with expected completion of late FY 2012-13. Construction will likely begin in FY 2013-14.

♦ North Basin Groundwater Protection Project – This project is critical to protecting the groundwater basin in the Northern portion of the District. Completion of design work for wells, pipelines, and treatment facilities is expected in FY 2012-13. Construction completion for the entire project is anticipated in FY 2013-14.

♦ GWRS Initial Expansion Project – Continue providing staff to support construction of project

♦ Mid Basin Injection Pilot Project – This pilot project includes one recharge injection well along the GWR pipeline and two monitoring wells. Construction of the injection and monitoring wells was completed in FY 2012/13. Piloting this project will provide the data necessary to develop additional recharge wells along the SAR. The well equipping is expected to begin in FY 2012-13. These construction activities will carry into early 2013-14. Once complete one year’s worth of monitoring is necessary prior to developing designs to expand injection in the Mid Basin.

♦ Imperial Headgates Trash Rack – This project is in design which is expected to be complete in FY 2012/13. Due to long lead times of components needed, construction is expected to take place in FY 2014-15.

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FY 2013-14 Major New Initiatives/Programs

♦ La Palma Recharge Basin – This project involves construction of a new 17 acre recharge basin adjacent to OCWD’s existing recharge facilities in Anaheim. Design work for this project is expected to be complete in early FY 2013-14 and construction should immediately follow. It is anticipated that construction would be complete in FY 2013-14.
♦ **Alamitos Barrier Improvements** – This is a joint project between Engineering, Hydrogeology and Planning to develop improvements to the Alamitos Barrier to strengthen the control of seawater intrusion. Numerous issues need to be addressed including the condition of the barrier pipeline, new injection wells, and additional source water for injection.

♦ **Talbert Barrier Easterly Extension** – Review the feasibility and cost of extending the barrier easterly on the Santa Ana River along Adams Blvd.

## II Core Activities

The Engineering Department is responsible for planning, design and construction management of the District’s improvement projects. Projects range from small in-house modifications for existing facilities to major water treatment, pumping and conveyance facilities including the GWR System. Engineering staff may perform the planning, design and construction management or may manage outside consultants performing these functions. Departmental staff provides engineering support as needed for the daily operations of the District, including Water Production, Forebay Recharge, Prado Operations, Seawater Barrier Operations and Property Management. Engineering staff also review proposed projects of other agencies that may impact District operations or lands.

Core activities include:

♦ Implementing the Capital Improvement Program
♦ Implementing the repair and replacement of District infrastructure
♦ Planning new projects to increase the yield of the basin and protect water quality
♦ Supporting operations and of Forebay, Prado Wetlands, Green Acres Plant, GWRS, and Seawater Intrusion Barriers.
♦ Data analysis of operations
♦ Permit compliance support
♦ Operational improvement input
♦ Facility improvement construction
♦ Utility conflict analysis and research
♦ Preparation of Annual Engineer’s Report
♦ Manage District’s as-built drawings
♦ Support for the Recharge Enhancement Working Group (REWG)

## III Non-Core Activities

Non-core activities (secondary priority compared to core activities) conducted by the Engineering group include:

♦ Monitoring outside water reuse project operational activities.
♦ Monitoring regulations and legislative affairs activities of WateReuse Organization
♦ Publishing operational data in journals and conference proceedings.
♦ Participation in technical review committees

IV Group Goals for 2013-14
♦ Prado Sediment Demonstration Project – staff is working to obtain necessary regulatory approvals in FY13-14 to allow design of the construction project.
♦ Conrock – Warner Transfer Tube Replacement – The lower transfer tubes convey water from Conrock to Warner Basin during basin refills and allow quick draining of Conrock Basin during dewatering events. The tubes have deteriorated, are undersized and in need of replacement. Design work is expected to begin in FY 2013/14 followed by construction the next fiscal year.
♦ Fletcher Recharge Basin – This project is being developed in cooperation with OC Flood Control and involves improving an existing detention basin to utilize for groundwater recharge. Construction is expected to begin in FY 2012-13 and continue into FY 2013-14.
♦ Offriver Passive Filtration System – Complete construction of system during FY2013-14
♦ Headgates Flume and Weir Replacement at Weir Ponds 1 and 2 – These facilities are used to measure flow rates into the Weir Pond System. The facilities are failing with age and require replacement. The design will take place during FY 2013-14.
♦ Five Coves and Lincoln Basins Bypass Pipeline – Design of these facilities is complete and construction activities are schedule for FY 11-12. The facility will provide greater operational flexibility for recharge operations and allow for more frequent cleaning of these areas to further enhance recharge.
♦ Lincoln Storm Drain Improvements – The design for the storm drainage improvements has been completed and construction is expected to be complete early FY 2013/14.
♦ Lab HVAC Improvements – The Lab Phoenix Control Valve and duct enlargement is necessary at the Advanced Water Quality Laboratory to provide increased ventilation. This project is currently in design and construction is expected to be complete in FY 2013/14.
♦ Cathodic Protection – Based on recent testing, several existing pipeline segments, such as the GAP and Talbert Barrier, are without adequate cathodic protection. Evaluation and design are required to determine the extent of construction necessary.

V Pending Activities
None
VI Staff Addition Needed for FY 2013-14
None

VII Future Issues
- Implementation of Recharge Enhancement Working Group Projects
- Expansion of Mid Basin Injection
SUMMARY INFORMATION

Existing Staff - 8 FTEs

1 – Director of Information Services
3 – Senior Programmer/Analysts
1 – Programmer/Analyst
2 – Network Administrators
1 – Information Services Specialist

Mission
Manage and support information systems (IS), services, and communications assets used by District staff and third parties in support of basin management goals and objectives.

Key Issues for FY 2013-14
♦ Maximo Computerized Maintenance Management System and JD Edwards Financial System upgrades
♦ Hardware obsolescence
♦ Server infrastructure upgrade
♦ Optimization of IS Operations
♦ Improvement of Disaster Recovery Capability

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I FY 2013-14 Major New Initiatives/Programs

♦ Systems upgrades to Maximo and JD Edwards:
  - Maximo is the Computerized Maintenance Management System used by Water Production to manage the maintenance requirements of the Advanced Water Production Facility (AWPF); the current version 5.2 is no longer supported by IBM as of October 2010.
  - JD Edwards (JDE) is the Financial Information System used by the Finance and other departments for tracking and reporting the financial and purchasing transactions of the District.
  - Since Maximo and JDE are programmatically integrated, upgrading these systems will have potential impacts on the integration and will require revision of the integration methods and systems.
  - Due to obsolescence of the server hardware used by both Maximo and JD Edwards, system upgrades will require the implementation of new server hardware for these systems.
  - To support improved disaster recovery, replace the Oracle Database for AIX with Oracle Database for Windows and utilize virtualization of hardware with disk replication and disaster recovery procedures.

♦ Continued implementation of a revised file server infrastructure leveraging the use of virtualized files servers, network shared data storage and optimized disk-to-disk and tape backup methods in support of current data center best practices and file server consolidation;

♦ Assess virtualizing desktops to improve and support recovery of replicated systems.

♦ Work with District Secretary and Records Management to assess expanding records and document imaging program.

♦ Work with District Secretary in assessing systems for developing and publishing Board meeting agenda packets and meeting minutes.
II Core Activities

IS is a staff support organization that manages and supports District information systems, services and communications assets used by District staff and third-parties in support of basin management goals and objectives.

Core activities include:

♦ **Network support:** Managing and supporting the various components of the enterprise-wide network infrastructure spanning the Fountain Valley, Anaheim and Prado facilities, and composed of Ethernet hubs, routers and switches and the copper and fiber-optic cabling and data communication services connecting them.

♦ **Server management:** Managing and supporting Microsoft Windows Servers and IBM AIX based network computer systems that support email, databases, and core enterprise software applications, Intranet, Internet and other information services.

♦ **Core system support:** Managing, supporting and programming for the District’s core enterprise software applications such as the JD Edwards Financial Information System (JDE) used by the Finance and other departments for tracking and reporting the financial and purchasing transactions of the District, the Water Resource Management System (WRMS) used for tracking, analyzing and mapping data collected from the District basin, the Computerized Maintenance Management System (Maximo) used by Water Production to manage the maintenance requirements of the Advanced Water Treatment Facility and the Lab Information System (LIMS) used by the Laboratory to track water samples from the District basin and for complying with regulatory reporting.

♦ **Operations:** Performing routine and non-routine systems operations including network and server system administration, managing user accounts, managing server disk space and load balancing, performing daily, weekly and monthly computer system backups and restores, and telephone system administration.

♦ **System maintenance:** Performing system maintenance, repairs and upgrades for network and servers, desktop and laptop computers as well as managing maintenance and license agreements for District hardware, software and information services.

♦ **Projects:** Managing, supporting and programming for interdepartmental projects including special, short-term computer system projects for various departments. IS also provides analytical, programming, technical and training support to those who use District information systems.

♦ **Staff support:** Providing support to District staff for network and server issues, core enterprise software applications, email systems, Microsoft Office software, desktop and laptop computers and a variety of other digital equipment including iPhones and digital cameras.
♦ **Telecommunications:** Managing and supporting voice and data communication services including the Cisco Voice over IP (VoIP) telephone and voicemail system, all communication equipment and lines connecting the District to various telephone system carriers, voice and data service contracts and District-issued cell phones. IS also manages and supports the enterprise-wide data lines connecting the Anaheim and Prado facilities with the Fountain Valley campus, various telemetry locations throughout the basin and internet connectivity to District staff and third parties.

♦ **System security:** Ongoing management of system security including administration of an appropriate level of firewall protection to prevent unauthorized intrusion to the District network from the internet, the administration and monitoring of centralized, District-wide anti-malware software and services to prevent the spread of destructive and non-destructive computer viruses and “spam” email. As new forms of security threats emerge on the Internet, IS analyzes the risk and determines the appropriate steps and actions necessary to respond.

♦ **Audio/Visual:** Managing and supporting District audio-visual equipment used by District staff.

### III Non-Core Activities

None

### IV Group Goals for 2013-14

**Maximo and JDE Upgrade:** Upgrade of Maximo and JDE and their integration components. As part of this goal, assess converting the Oracle database servers currently used on IBM AIX systems for JDE and Maximo to the Windows Server platform in order to reduce complexity and costs, and to improve disaster recovery.

**Optimize file server infrastructure:** Continued implementation of file server infrastructure leveraging the use of virtualized files servers, network shared data storage and optimized disk-to-disk and tape backup methods in support of server optimization best practices, file server consolidation, reduced complexity and.

**Improve Disaster Recovery Capability:** Upgrade systems as appropriate to operating systems that can be more easily replicated to improve recoverability in case of physical damage to District facilities. Such systems would include JDE, Maximo, WRMS, email system. Assess including disaster recovery capabilities for the Forebay Operations Supervisory Control and Data Acquisition (SCADA) system and the Advanced Water Production Facility Delta V process control system.

Incorporate Disaster Recovery consideration as part of new systems or system upgrade configurations.

**Information Technology Infrastructure Policy (ITIP):** Further development of the ITIP and implementation of findings of the Business Impact Analysis (BIA) as appropriate.
**Department Support:** Provide IS resources to various departments in their support of basin management goals and objectives.

**Litigation Support:** Provide reports and databases as requested for District litigation.

**System Documentation:** Revise system operations procedures and documentation.

V  **Pending Activities**

Major activities that are not being implemented include:
- Providing training classes to employees on various software applications
- Support of the Forebay SCADA system and the AWPF Delta V process control system.

VI  **Staff Addition Needed for FY 2013-14**

None

VII  **Future Issues**

In the next two to three years, issues the District will need to consider include:
- **GWR System Initial Expansion:** provide technical leadership and support during the development of the GWR System initial expansion as appropriate.
- **Increased disk storage, backup and disaster recovery requirements:** With new systems and technology, the IS staff will continue to be challenged with evaluating new methods and systems of data storage, backups and disaster recovery methods.
- **Increased Internet security threats:** Measures to provide security against emerging Internet threats continue to increase resulting in dedicating additional hardware, software and staff resources to address the emerging issues.
Summary Information

Existing Staff - 1 FTE

1 – Property Manager

Mission

Manage the District's properties, which include over 3,700 acres of land, and their associated permits and leases.

Key issues for 2013-14

♦ Approval of General Plan Amendment and Zone Change for Ball Road Basin
♦ Increased requests from other agencies for use of District land

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I FY 2013-14 Major New Initiatives/Programs

None

II Core Activities

The Property Management group is primarily responsible for the District's properties, permits, and leases on over 3,700 acres of land.
Core activities include:

♦ Property Management, which includes general management of District properties including inspections, fire department vegetation control and neighbor interaction.
♦ Property permits and lease activities, which include compliance negotiation and preparation of leases.
♦ Management of easements, property annexations, zoning modifications and potential sale or development of District property.
♦ Property security through coordination with other groups to keep District land free of hazards and trespassers. Secure property with fencing, locks, and gates. Post “No Trespassing” signs and other signage as appropriate. Verify District property lines to determine if trespassing or encroachment is occurring on District property.
♦ Acquiring appraisals for new well sites and new construction projects.

III Non-Core Activities
Non-core activities (secondary priority compared to core activities) conducted by the Property Management group include:
♦ Providing data and information to outside agencies and organizations.

IV Group Goals for 2013-14

Negotiate terms for expiring leases:
♦ No leases expiring in 2013-2014.

Assistance on property issues for new wells and new construction sites: Assist Hydrogeology and Engineering groups with acquiring easements for wells and facilities for the North Basin Groundwater Protection Project, Mid-Basin Injection Project, and other projects with site access needs.

Development of properties: continued work on developing properties for long-term revenue generation including:
♦ Ball Road Basin Property: working with the City of Anaheim in advancing the General Plan Amendment and Zone Change process with the City;
♦ West of Highway 71 property: assess potential revenue generation opportunities.

Anaheim Green Connectivity Master Plan and Canyons Specific Plan Update: Work with City of Anaheim in the development of the City’s plan updates where the District’s properties are at interest.

Santa Ana River Trail: Coordinate activities with the County of Riverside, City of Corona and other participating agencies in the development of the Santa Ana River Trail (SART) project as it relates to the District’s Prado properties.

Oil and Mineral Rights: Continued assessment of District’s oil and mineral rights and potential interest in development.
V  Pending Activities

Major activities that are not being implemented include:

♦ Proactive monitoring of zoning and sphere of influence issues on District property
♦ Research and pursuit of creative lease opportunities to generate revenue for the District

VI  Staff Addition Needed for FY 2013-14

None

VII  Future Issues

In the next one to two years, issues the District may need to consider:

♦ Acquisition of additional property for additional capture and recharge of recycled, imported and Santa Ana River water supplies.
♦ Consideration of other long-term opportunities to lease District land at higher lease rates.
PLANNING AND WATERSHED MANAGEMENT

Summary Information

Existing Staff - 4 FTEs

1 – Executive Director of Planning and Natural Resources
1 – Principal Planner
1 – Senior Watershed Planner
1 – Recharge Planning Manager

Mission

Conduct long-term planning of District's facilities and programs, prepare planning documents and environmental analyses for new projects, secure permits from resources agencies, and implement the District's watershed management programs.

Key Issues for 2013-14

♦ Working with Army Corps to enhance water conservation at Prado Dam
♦ Complete Regional General Permit for Santa Ana River and recharge facilities maintenance activities
♦ Managing two demonstration projects to test pre-treatment of river water prior to recharge as a means to improve recharge basin performance
♦ Working with Army Corps and other stakeholders to assess long-term sediment management solutions in the Santa Ana River
I FY 2013-14 Major New Initiatives/Programs

♦ None

II Core Activities

The Planning and Watershed Management Department is primarily responsible for the District’s long-term planning, interfacing with agencies above Prado Dam, watershed management, and preparation of environmental documents.

Core activities include:

♦ Conducting long-range planning of future activities and facilities at the District.

♦ Planning new projects to increase the yield of the basin and protect water quality (shared with Engineering and Hydrogeology).

♦ Protecting the quality and quantity of SAR flows.

♦ Preparing environmental documents (e.g., Environmental Impacts Reports).

♦ Securing environmental permits for District projects, such as Army Corps Clean Water Act Section 404 permits and California Department of Fish and Game 1600 permits.

♦ Evaluating new methods to improve the performance of the District’s surface recharge facilities in Anaheim and Orange

♦ Interacting, representing, and processing agreements with outside upstream agencies such as SAWPA, upstream agencies, regulatory agencies, etc.

♦ Interface with watershed stakeholders. Participate in the One Water One Watershed Program facilitated by SAWPA. Monitor activities of Stormwater Quality Standards Task Force. Participate in SAWPA task forces on basinwide water quality. Monitor implementation of stormwater NPDES ("MS4") permits in Riverside and San Bernardino Counties. Monitor cleanup of the Stringfellow hazardous waste plume in Riverside County and other contamination sites in the upper watershed that may pose a threat to the Santa Ana River.

♦ Interfacing with the regulatory agencies and upstream water agencies on issues affecting the SAR.

♦ Reviewing environmental documents prepared by agencies in the watershed with respect to potential impacts on the District’s operations and the watershed.
III Non-Core Activities

None

IV Group Goals for 2013-14

Prado Basin Feasibility Study—This effort is a joint activity with the Army Corps to evaluate ecosystem restoration and increase the storage level at Prado Dam so that additional water can be stored and subsequently recharged in the District’s facilities. This will be a multi-year effort with the Army Corps to prepare a Corps’ Feasibility Study for ecosystem restoration and water conservation (stormwater capture). The Feasibility Study will include evaluation of increasing the winter-time water conservation from elevation 498 feet to 505 feet. The Study also evaluates sediment management in Prado Basin.

Sediment Management in SAR—The transport and deposition of sand in the SAR is important to maintaining recharge through the SAR river bottom. A sandy river bottom provides high recharge rates and allows the District to construct levees to maximize percolation. Prado Dam traps the majority of sand flowing down the river, reducing the dam’s storage capacity and causing negative impacts on the recharge capacity of the riverbed and the District’s ability to construct sand levees. The sand deficit below Prado Dam, unless remediated, will cause long-term reductions in the recharge rate of the channel. Work in FY 2013-14 will focus on evaluating regional options to address the issue and working with the Army Corps on the Corps’ Prado Basin Feasibility Study.

Regional General Maintenance Permit—This activity involves securing new permits for maintenance activities and OCWD projects in the recharge area in Anaheim and Orange and in Prado Basin. For OCWD projects that impact jurisdictional waters of the state or waters of the United States, permits are typically needed from the Army Corps, California Department of Fish and Game, and Regional Water Quality Control Board. The Board certified the Environmental Impact Report (EIR) for this effort in 2012. It is anticipated that the permits will be secured by summer 2013.

Update Groundwater Management Plan—The District most recently updated the Groundwater Management Plan in 2009. In accordance with state guidelines, the Plan needs to be updated every five years. Staff will update the Plan with recent information on water supplies, water quality, management of pumping, and performance of recently completed projects.

Recharge Facility Planning—The district has several activities focused on maximizing the performance of our existing surface recharge basins in Anaheim and Orange. This effort includes managing the Cloth Filter Demonstration Project and the Riverbed Filtration Demonstration project. These two demonstration projects will pretreat river water prior to recharge as a means to improve performance of existing recharge basins. The tests will run for two to three years to collect performance data over a range of conditions. This effort also includes managing the Recharge Enhancement Working Group (REWG).
Santa Ana River Flow Estimates – Potential projects and activities in the upper SAR Watershed can affect the amount of SAR flow that reaches Orange County. Due to water supply changes in California and the southwest United States, agencies throughout the area are proposing new projects that could impact flows in the SAR. Staff will continue to monitor and review proposed projects in the upper watershed with respect to their impact on flow rates in the SAR. Staff will also work with agencies in the upper watershed to evaluate these issues.

Environmental Analyses and Permitting – Environmental analyses are anticipated for several projects, including a new recharge basin, Prado Basin Sediment Management Demonstration Project, Mid-Basin Injection, and the South Basin Groundwater Protection Project.

One Water One Watershed Program (OWOW) – Continue participation in the program being facilitated by SAWPA to prepare a new Integrated Regional Water Management Plan. Work in 2013-14 will focus on the update of OWOW (OWOW 2.0).

Annexation EIR – It is anticipated that the draft EIR for the annexations requested by the City of Anaheim, Irvine Ranch Water District, and Yorba Linda Water District will be circulated for public comment in March 2013. In FY13-14, work on the EIR will include responding to public comments and board consideration of the EIR.

Watershed Management – Participate in task forces administered by SAWPA, including:

♦ Basin Monitoring Program Task Force
♦ Salinity Management and Imported Water Recharge Workgroup
♦ Stormwater Quality Standards Task Force
♦ Middle Santa Ana River Bacterial Indicators TMDL

Monitor implementation of stormwater NPDES permits in Riverside and San Bernardino Counties. Participate in implementation of watershed plans for Central Orange County and North Orange County Watershed Management Areas. Monitor activities in the Chino Groundwater Basin and implementation of ‘hydraulic control’ in the Chino Basin.

V Pending Activities
Major activities that are not being implemented include:

♦ Strategic Plan revisions

VI Staff Addition Needed for FY 2013-14
None

VII Future Issues
In the next two to three years, issues the District will need to consider include:
The District currently holds rights to 362,000 afy of Santa Ana River water. In its water rights decision that appropriated 362,000 afy of river water to the District, the State Water Resources Control Board determined that it would hold in abeyance an additional 143,000 afy associated with potential long-term projects that the District could construct. The State Board determined that it would hold the additional 143,000 afy in abeyance until 2023. The District needs to consider the long-term activities that should be implemented to reach the District's ultimate water right identified by the State Board.
Summary Information

Existing Staff – 3.5 FTEs

1 — Director of Natural Resources
1 — Habitat Restoration Manager (Principal Environmental Specialist)
1 — Senior Environmental Specialist
0.5 — Environmental Specialist (* Cost Shared 50% with SAWA)

Mission

Manage natural resources in the Santa Ana River Watershed to improve water quality, water supply, and habitat in fulfillment of OCWD mitigation responsibilities; maintain Arundo-free a minimum of 4,000 acres of former Arundo on the Santa Ana River generating a minimum of 12,400 acre-feet of water valued at $5,580,000 annually.

Key issues for 2013-14

♦ Continue partnerships for additional Arundo control on the SAR while raising public awareness of the issues and benefits.
♦ Assist in the preparation of permit applications and negotiate conditions cooperatively with engineering staffs and others for various District projects including Sediment Management in Prado Basin, water conservation, Five Coves, Fletcher Basin, and RGP implementation and monitoring.
Coordinate with Army Corps and resource agencies regarding Enhanced Water Conservation in Prado Basin.

Represent the District on the Santa Ana Watershed Association Board and on various other task forces and planning groups such as the Santa Ana Sucker Conservation Team.

Oversee endangered bird monitoring and Natural Resources management efforts in the Prado Basin and other District properties; organize watershed-wide monitoring of select endangered populations, documenting the annual population status of the largest least Bell’s vireo population in existence.

Sucker restoration and other activities as per OCWD- CA Department of Fish and Game Agreement

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I. FY 2013-14 Major New Initiatives/Programs

Refine data needed to permit OCWD maintenance activities in the recharge area of the river under a Regional general Permit with the U.S. Army Corps of Engineers, and agreements with CA Department of Fish and Game, and California Regional Water Quality Control Board; monitor implementation.

II. Core Activities

- Managing wildlife habitat and populations as per mitigation requirements and regulatory permit compliance;
- Implement and report sucker conservation, restoration, and native fish establishment efforts;
- Interacting with outside agencies such as the U.S. Fish and Wildlife Service, Army Corps of Engineers (ACOE), SAWPA, the local governmental agencies, etc., in representing OCWD interests in environmental planning;
- Interacting with other departments and regulatory agencies to ensure environmental compliance of District projects and activities;
- Administering and overseeing natural resources management efforts and removal of Arundo and other invasives from the SAR Watershed and;
- Seeking outside funding and administering expenditure of those funds.
- Interfacing with non-governmental organizations in the SAR Watershed.
- Monitor endangered birds on District lands per permit requirements including management of seasonal contractor
- Santa Ana sucker monitoring and conservation
III. **Non-Core Activities**
- Monitoring wildlife use of District lands
- Production of educational materials

IV. **Group Goals for 2013-14**

Monitor Endangered Bird Populations in the Prado Basin and Watershed – The Department leads the monitoring of endangered birds in the Prado Basin and the SAR Watershed. This activity also keeps the District in compliance with Regulatory Permits for Water Conservation and other District projects. Endangered bird populations will be monitored and managed in the Prado Basin and throughout most of the SAR Watershed.

Santa Ana River Watershed Program – Staff will participate as a member of the governing Board the SAWA, which is the organization removing Arundo throughout the SAR Watershed. The Natural Resources Director will attend regular meetings, prepare, review, and edit various documents including amendments to bylaws, operational procedures, budgets, annual work plan, and reports in directing management activities in the upper watershed.

Mitigation/Habitat Restoration Plans in Prado Basin – Staff will prepare, implement, monitor, and report upon habitat restoration and wildlife populations in compliance with permit conditions for Prado Water Conservation and other District projects.

Ongoing Removal of 4,000 acres of Arundo – Staff will help manage and monitor the efforts to keep Arundo out of the 2,500 acres initially treated with Proposition 13 funding and that removed before and since.

Negotiate Outside Funding for Arundo Removal – Natural Resources staff will participate in watershed efforts that are controlling Arundo and seek opportunities to bring funding and Arundo control onto OCWD lands in the Prado Basin. Staff will solicit, track, and report funding received and resulting activities.

Assist in Implementation of Mill Creek Wetlands Project – Natural Resources staff will participate in the implementation and monitoring of Natural Resources in the project area.

Prepare and Negotiate Permits for District Projects – Natural Resources Staff will prepare permit applications and negotiate conditions cooperatively with Engineering, Planning, and staffs of other Departments for various District projects including Prado Sediment Management Study, Enhanced Water Conservation at Prado, Five Coves, and Fletcher Basin.

Participate in Project Planning and Operations – Natural Resources staff will continue to participate cooperatively with other departments in preparation of environmental documentation and other planning efforts on Santiago Creek, Chino Creek, Mill Creek, and on all facilities in cooperation with Operations.

Educational Material – Natural Resources staff will continue to compile interpretive materials including live-mounted specimens and species reports.
V. **Activities Not Being Addressed Due to Insufficient Resources**

Major activities that are not being implemented include:

Clean up of Chino Creek into the Prado Basin – Eucalyptus and several other problematic non-native plants have invaded Chino Creek and are interfering with flood control, water flow, habitat restoration, endangered bird management, etc. The creek is isolated and could be cleaned as a separate unit.

Clean up of Temescal Creek into the Prado Basin – Although most of Temescal Creek has been cleared of Arundo, the area from the concrete-lined section down to the basin has not. This stream section is isolated and could be worked as a separate unit.

Clean up of the Riverside County portion of the Santa Ana Canyon – Orange County is implementing Arundo-control in the canyon, which will help keep the OCWD recharge area more free of debris. However, they are not including the part of the canyon just upstream in Riverside County. Giant reed from this upstream section will re-infest their work areas unless it is removed.

VI. **Staff Addition Needed for FY 2013-14**

None.

VII. **Future Issues**

Full implementation of the SAR Watershed Program – There are still 2,000 or so acres of Arundo, or more to be removed from the watershed. This scale of removal would generate more than 12,000 af of water annually for the District.

Developing additional partnerships to maximize wetlands above the Prado Basin

The natural resources managed by the District will be impacted by future flooding affecting our standing and ability to negotiate for future Water Conservation and other District Projects in the Regulatory Arena. Additional natural treatment wetlands, associated riparian habitat, and temporary floodwater retention in the upper watershed will cushion the temporary impacts of these inevitable natural phenomenon and generate Regulatory Capital.
**Summary Information**

**Existing Staff - 13 FTEs**

1 – CFO/Treasurer  
1 – Accounting Manager  
1 – Finance Manager  
3 – Staff Accountants  
1 – Senior Accountant (Payroll)  
3 – Principal Project Accountants
1 – Accounting Clerk  
1 – Senior Administrative Support Specialist  
1 – Field Representative/Meter Reader

Mission
Perform the District’s accounting, finance and treasury functions.

Key Issues for FY 2013-14
- Continue to build, strengthen, and document internal accounting controls in the District’s processes and procedures.
- Review existing procedures and establish new procedures that will help expand the group’s analysis and reporting capabilities.
- Continue to develop key indicators for management reporting.
- Continue timely disbursement of SWRCB GWRS Initial Expansion loan funds.
- Continue the conversion of the payroll system time entry software.
- Working closely with the new external audit team in handling the new audit items requested by the Board.

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I FY 2013-14 Major New Initiatives/Programs
- GWRS Initial Expansion construction accounting and State loan draws.
- Improve recordkeeping
- Increase rebate earnings from wider use of the District’s purchasing card program.
- Coordinate testing of the IS department’s upgrade of the District’s accounting software.

II Core Activities
The Finance Department is primarily responsible for the District’s accounting and treasury functions, as well as working with various internal and external groups and agencies. The core activities of the department are:
- Processing the District’s accounts payable and accounts receivable functions.
- Maintaining the general ledger.
♦ Administering and processing the District’s payroll function, including the processing and payment of all related payroll tax payments, employee retirement and benefits payments, and any other employee related costs administered through the payroll function. Prepare to account for the new healthcare legislation affecting payroll and benefits.

♦ Monitor, track, execute and complete all grant billings for the District’s General fund and capital projects.

♦ Providing quarterly budget versus actual variance analysis and reporting.

♦ Providing quarterly financial ratio analysis.

♦ Continue to review and update the R&R model.

♦ Account for and audit the BEA exemptions for IRWD, Tustin and MCWD.

♦ Processing and calculating the District’s Replenishment Assessment (RA) and Basin Equity Assessment (BEA) billings including any special water program billings. This includes ongoing monitoring and reading of all of the meters.

♦ Completing the financial information necessary for the District’s annual Engineer’s Report.

♦ Prepare and submit quarterly sales and use tax returns, and any other financial reporting or compliance reporting as needed as it relates to the District’s finances.

♦ Working with external independent auditors to complete the District’s annual fiscal year end audit, pension plan audits, single audits (as necessary), and to also work with other outside agency auditors to fulfill any additional audit requirements.

♦ Complete and submit a CAFR for possible award.

♦ To monitor, track and report the District’s Reserve Funds.

♦ Prepare and complete all annual reporting for District travel and expenses expenditures in a timely manner.

♦ Managing and investing the District’s cash in-house on a daily basis in order to meet District’s cash needs. This includes an annual review of the District’s investment policy with the Admin/Finance Committee.

♦ Continue to execute the treasury operations of the District which includes ensuring all debt related payments are made timely for all debt issuances, state loans and commercial paper. In addition, to maintain in compliance by meeting all continuing disclosure requirements, review and renew all necessary debt administrative services including bank letters of credit, rating agency monitoring fees, trustee administration and any other debt related maintenance services.
♦ Debt issuances – to initiate, support, analyze and complete the execution of all necessary debt financings needed for the District’s capital projects.

♦ Continue to review and work with various financial scenarios in order to make recommendations to seek and obtain the most economical financings to support the District’s capital projects

III Non-Core Activities

♦ Cash management for custodial NWRI funds.

♦ Children’s Water Festival Accounting.

♦ Contract administration and building maintenance billing operations for MWDOC occupancy expenses.

IV Group Goals for 2013-14

♦ Review and update documentation of procedures for all accounting functions.

♦ Review Producer meter calibration reporting program and procedures.

♦ Complete monthly closing of the general ledger, and complete all account reconciliations, accruals in a timely manner.

♦ Complete the annual independent audit and all necessary audit schedules more efficiently in order to complete the year-end audit.

♦ Review the general ledger and all ledger accounts to ensure that revenues and expenses have been posted properly. This includes analyzing and researching any discrepancies and unusual variances.

♦ Evaluating ways to streamline processes and to continue to strengthen internal controls throughout the District, in accordance with “Best Practices”.

♦ Financial modeling to analyze and support the District’s annual RA/BEA rates established and approved by the Board on an annual basis. Ongoing forecasting and projections of revenue and expenses

♦ Provide project accounting analysis for all of the District’s capital projects and work with all project managers to ensure that all project costs are properly accounted for and are within the project budget. This also reduces the burden currently placed with each project manager to provide financial analysis support for their own projects.

♦ Record, monitor, and ensure proper accounting for the District’s fixed assets and inventories on a monthly basis, including the proper accounting for depreciation and transferring assets from work in progress as projects are completed.

♦ Complete annual filings and certification of compliance with circular OMB-133 for all grant funding sources when required.

♦ Manage and audit litigation settlement accounting.
♦ Review and update all the assets in the R&R model.
♦ Monitor and audit the BEA exemption agreements for IRWD, Tustin and MCWD.
♦ Cross-training of staff in all accounting positions to provide better coverage, and to strengthen accounting internal controls with the ability to “rotate” staff in certain functions.

V Pending Activities
None

VI Staff Addition Needed for FY 2013-14
None

VII Future Issues
None
Summary Information

Existing Staff - 6 FTEs
1 – Purchasing Manager
1 – Senior Buyer
1 – Buyer
2 – Warehouse Technicians
1 – Administrative Support Specialist/Contracts

Mission
The Mission of the Purchasing Department is to procure reliable quality services and products, at a good cost and in a timely manner, using ethical procurement standards, in order to achieve a high level of assistance for the District.
Key Issues for FY 2013-14

None

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I  FY 2013-14 Major New Initiatives/Programs

♦ Seek out new vendors offering better pricing and term discounts.

II  Core Activities

The Purchasing Department is responsible for:

♦ Purchasing goods and services.
♦ Assisting all work groups with the issuance of request for proposals (RFP) for goods and services.
♦ Maintaining the warehouse
♦ Managing inventory.
♦ Preparing, processing, and administering District’s public works contracts and professional services agreements.
♦ Maintaining filing system for purchase orders, contracts and professional service agreements.
♦ Identifying, obtaining Board approval, and disposing of surplus.
♦ Maintaining records for District vehicles and equipment; assigning District identification numbers.
♦ Locate new sources for procurement of materials, supplies and services.
♦ Prepare and issue RFP’s for services and products to obtain the best pricing and good quality.
♦ Meet with each department monthly to discuss requests and problems to ensure quality service is being provided.
♦ Meet with the project managers to discuss contracts and professional services agreements so that (1) we are able to process the documents expeditiously and address the agreement language issues that arise; and (2) give an update on status of the agreements/contracts, as needed.
♦ Set up a class (conducted by JPIA) for project managers to learn more about the insurance requirements for the projects for which they are responsible.
♦ Review and update warehouse, purchase order and professional services procedures and improve on receiving activities.
♦ Check safety procedures for warehouse receiving and storing goods, including chemicals.
♦ Complete a formal procedures manual to be submitted for approval.
♦ Assist departments for procurement of department special needs.

III Non-Core Activities
Non-core activities conducted by the Purchasing Department include:
♦ Meet with purchasing personnel from other water agencies to share information on new vendors, pricing, procedures, etc.
♦ Attend seminars on procurement and warehousing for updated information to save money while still obtaining quality products.

IV Group Goals for 2013-14
♦ Improve on warehouse activities.
♦ Assessment of all District vehicles – prepare a detailed report and analysis for the General Manager.

V Pending Activities
♦ Preparation of a formal Procedures Manual for Purchasing

VI Staff Addition Needed for FY 2013-14
None

VII Future Issues
♦ Additional warehouse space/warehouse cleanup
WATER QUALITY

Summary Information

Existing Staff - 12 FTEs

1 – Water Quality Director
1 – Environmental Specialist Supervisor
1 – Senior Environmental Specialist/Analyst/Administrative Assistant
1 – Principal Environmental Specialist
2 – Senior Environmental Specialists
1 – Senior Environmental Technician
5 – Environmental Specialists

Mission
Implement water quality monitoring programs to (1) protect and evaluate basin conditions and (2) comply with regulatory requirements for drinking water wells and the District’s NPDES and Water Reclamation permits.

Key Issues for FY 2013-14

♦ GWR System (GWRS) Monitoring Requirements: Implementing the final product water and groundwater monitoring requirements in compliance with
the GWRS permit is a high priority for the department, including assisting with preparation of (1) regulatory quarterly reports, (2) the annual report, and (3) the independent advisory panel meeting. Use of the GWRS product water for injection at the Talbert Barrier for seawater intrusion and for surface spreading at Kraemer/Miller basins triggers quarterly monitoring of 35 permit specified groundwater monitoring wells. Meeting monitoring schedules at both the Talbert Barrier and recharge basins take precedence and require close coordination and scheduling with the Laboratory and other WQ programs to ensure maximum efficiency with sample loads and resources. Analytical capacity determines the maximum number of samples per designated week for intensive extraction methods, which limits the number of sites sampled. Therefore, due to the number of compliance groundwater monitoring locations and Laboratory capacity, GWRS groundwater quarterly testing is performed during the first two months of each quarter. An approved (RWQCB, DPH and supported by GWRS Independent Advisory Panel) revised/reduced monitoring program commenced in January 2011, which greatly aid resources in both the WQ and Laboratory departments to accommodate new or focused District studies and other regulatory programs.

♦ Federal Unregulated Contaminant Monitoring Rule Phase 3 (UCMR3): On behalf of basin Producers, OCWD has successfully met the monitoring and reporting requirements for the UCMR1 and UCMR2 programs and finalized Producer’s UCMR3 monitoring schedules in the federal database in November 2012. Each groundwater source and imported/treated water source has been assigned a monitoring date by month and year with testing to occur between January 2013 through December 2015. In FY2013-14, approximately 1,050 samples will be collected accounting for 44% of the total projected UCMR3 monitoring requirements. UCMR3 challenges for the WQ Dept. will require close coordination with GWPs and the Laboratory to ensure (1) monitoring schedules are met, (2) all required quality assurance field samples are collected as required by specific methods, and (3) samples are cooled to 10 degrees at time of delivery to the Laboratory.

♦ North Basin Groundwater Protection Project (NGBPP) – Continue to implement monitoring activities at monitoring wells to track the volatile organics contaminant (VOC) plume and to provide information for the VOC remediation plan in the North Basin area of the District. Provide field support to monitor NGBPP monitoring wells and associated monitoring activities for the treatment facility in compliance with future treatment permit requirements.

♦ South Basin Groundwater Protection Project (SBGPP): Continue to implement water quality monitoring activities at monitoring wells in southeastern Santa Ana to further investigate the extent of VOCs and perchlorate contamination. Water quality testing to date (groundwater and CPT samples) has identified areas containing high concentrations of organics. Future monitoring wells will be needed to provide WQ data to delineate the areal extent of contamination and to evaluate feasibility of an interim groundwater remediation/containment system.
♦ GWRS Metals Mobilization Study – Use of GWRS water, which is low in salts or total dissolved solids (TDS), for recharge into the groundwater basin may alter existing groundwater physicochemical equilibria. Metals that are currently bound to aquifer sediments may be released when low TDS product water mixes with ambient established equilibria. With GWRS water delivered to Kraemer/Miller Basin, a monitoring program was initiated as recommended by the GWRS Independent Advisory Panel to analyze for trace metals (arsenic is metal of key concern) from selected wells in the vicinity and downgradient of the basins. Monitoring data show some metals are mobilized along the groundwater recharge flow path. A mitigation plan of blended water sources was implemented in 2010 to address metals mobilization. In spring 2012, the District contracted with an internationally-recognized geochemical expert (professor at Stanford) in the fate and transport of metals in the subsurface to conduct studies to better understand metals mobilization associated with GWRS water used for recharge. Metals mobilization monitoring will continue downgradient of the recharge facilities to evaluate the effectiveness of the blending program and to support monitoring activities for the Stanford metals mobilization research studies. In addition, ambient water quality conditions are monitored in the vicinity of the Mid-Basin Injection project to establish a water quality baseline to evaluate metals mobilization post-injection in the future (discussed below).

♦ GWRS Demonstration Mid-Basin Injection Project – The Demonstration Mid-Basin Injection (MBI) project will investigate the feasibility of injecting 100 percent GWR System final product water directly into the Principal aquifer by constructing one injection well, two monitoring wells, and ancillary pipelines. Data from the demonstration project will support the design and permitting of a future full-scale multi-well MBI project. The purpose of the two monitoring well locations is to monitor the effectiveness of the injection well and to track the injection water. Each monitoring well site will contain depth specific wells (total of 7 single point wells at two well sites). WQ staff will continue to provide field resources to monitor water quality from these nested multi-depth monitoring wells to provide information on groundwater travel times to the nearest downgradient production wells and water quality at the point of injection to point of extraction. In addition, ambient groundwater quality monitoring from four nearby production wells commenced in 2010 and will continue to be monitored quarterly and tested for a comprehensive suite of analytes prior to and following injection of GWRS product water to serve as baseline to evaluate long-term water quality changes, if any. Monitoring wells will serve as future permit compliance locations if the project receives regulatory approval for the full-scale project. Monitoring well SAR-11, located on the SAR levee, was completed in fall 2010; SAR-10 monitoring wells (4 casings) and the injection well were completed in Spring 2012.

♦ OCWD Storm Water Permit – Provide field and technical support for the District’s GWRS Industrial Storm Water permit to comply with EPA’s National Pollutant Discharge Elimination System (NPDES) permit covering storm water management, discharges, water quality monitoring, and reporting
requirements. Perform monitoring, site inspection tasks, and annual refresher training as approved in the District’s Storm Water Pollution Prevention Plan (SWPPP) and WQ monitoring plan. Dry and wet (fall – winter) weather monitoring tasks are required under the permit, including preparation of an annual report. Staff will monitor the GWRS Expansion contractor’s stormwater best management practices (BMPs) to address containment of excavation materials to avoid suspended solids exceedance in the District’s on-site stormwater compliance samples.

♦ Santa Ana River Monitoring Program (SARMON) – Continue to implement a comprehensive surface and groundwater monitoring program recommended by the SARWQH study that includes an annual review and recommendations by the NWRI SARMON Independent Science Advisory Panel (IAP), including subcommittee members of GWRS IAP. Monitoring activities include sites on the Santa Ana River, Anaheim Lake, Santiago Basin, and selected downgradient monitoring wells from the recharge basins to provide data on travel time and to assess water quality changes. Monitoring activities are revised based on previous findings including evaluating occurrence of Contaminants of Emerging Concern (CEC). In addition, flow into and out of the District’s Prado basin wetlands are also monitored to evaluate changes in water quality and to evaluate the effectiveness of the wetlands for treatment. Assist with preparing (1) the annual report summarizing SAR monitoring results for data collected from July 2013 to June 2014 and (2) presentations for the NWRI’s IAP. Prepare and implement relevant monitoring programs for FY 2013-14 based on the 2012 IAP recommendations, as appropriate.

♦ SAWPA Emerging Constituents Workgroup Characterization Study – In 2010, SAWPA’s Emerging Constituents (EC) Workgroup developed an upper Santa Ana River (SAR) watershed EC volunteer monitoring program to characterize emerging constituents in municipal wastewater effluents, locations along the SAR, and imported water. Three years of testing have been completed and will continue in 2013-14. OCWD is a participating stakeholder and monitors two sites on the Santa Ana River semi-annually which are analyzed for pharmaceuticals, endocrine disruptors, and other emerging constituents (e.g., personal care products, food additives, pesticides, etc). The study is dynamic and will change upon annual review of water quality data and integrating information from the State Water Resources Board CEC Blue Ribbon Panel, recommendations from stakeholders, RWQCB and DPH to address questions regarding constituents of emerging concern in CA Recycled Water Policy and other source waters.

♦ Stormwater Infiltration Study – In late 2010, Anaheim commenced a two year stormwater quality study approved by the RWQCB to assess the potential impacts to groundwater quality due to infiltration of stormwater. The study may be extended another year for additional storm water testing and/or assessing groundwater water quality changes from past seasons of stormwater infiltration. Water quality monitoring from the 2010-12 sampling events provides results from (1) stormwater run-off, (2) after treatment (absorbent filter and settling basin), (3) shallow infiltrated water collected from
lysimeters at several depths, and (4) groundwater at two downgradient monitoring well locations. OCWD WQ staff performed quarterly monitoring at the two monitoring wells and will continue with field assistance in FY 2013-14. Results of the study will provide valuable WQ information to evaluate on-site stormwater infiltration and the potential impacts to groundwater.

♦ **Seawater Intrusion Program** – Groundwater monitoring data indicate that seawater intrusion is migrating landward in the Sunset Gap and impacting a nearby Huntington Beach drinking water well. In FY2013-14, Hydrogeology is proposing six nested monitoring wells (total 29 well casings) in the Sunset Gap to fill in data gaps for assessing seawater intrusion and to replace 11 monitoring wells that are obstructed and/or have well casing integrity issues (~50 years old constructed in saline environment). If Board approved, these new monitoring wells will be added to the seawater intrusion semi-annual program to better understand and delineate the seawater intrusion in this area.

♦ **Riverbed Sediment Removal Studies** – The Riverbed Filtration Demonstration and Cloth Filter Demonstration Projects were assessed as best potential treatment projects to remove sediment to increase percolation. These projects are located in the Forebay area (off-river area and adjacent to Riverview Basin). Baseline water quality monitoring commenced in 2012 at both locations to establish ambient conditions before project implementation. The Cloth Filter demonstration project came on-line in Fall 2012 and monitoring tasks were initiated to assess the overall water quality changes pre-, post-treatment, and after percolation as measured by water quality in the nearest monitoring well. Monitoring activities will continue in FY2013-14 to provide real-time data for project evaluation. Baseline water quality monitoring began in Spring 2012 for the Riverbed Filtration study and will continue in FY2013-14 before implementation of the demonstration project.

♦ **GWRS Focused Studies and Membrane Testing** – Continuing from last year and building on current knowledge are planned focused water quality studies to evaluate treatment removal efficiencies and membrane integrity assessment (new and older membranes). Specific studies will focus on specific water quality assessments and may include use of external contract lab support for specific analyses such as bacteriophage monitoring and other microbial testing at specific process points to aid in possibly obtaining greater removal credit for the GWRS treatment system. The department will assist with monitoring tasks and coordination with external lab support, as needed.

♦ **Planning and Coordinating Water Quality/Laboratory Workload:** Several challenges facing the department to manage, track, schedule and coordinate the compliance and non-compliance monitoring activities are dependent on (1) Laboratory resources and analytical capacity, (2) enhanced GWRS monitoring activities, (3) Producer drinking water well testing schedules, and (4) other on-going District projects, research or focused studies, etc. and must be considered in weekly planning and assigning workload. The efficiency of the Water Quality field activities will be dependent on these factors, and
resources to initiate monitoring schedules for newly constructed wells or locations for various projects (if approved; see below). Scheduling and coordinating workloads that maximize the Laboratory and Water Quality department’s efficiencies are challenging (i.e., maximum samples per extraction methods, etc.) to meet the water quality data information needs for the various monitoring programs.

♦ Monitoring Activities for Other Projects or Investigative Studies: Pending Board approval, commitment or agency agreements (see below) several District projects, investigations or research endeavors have (2012-2014) or will commence that will require field and technical assistance from the Water Quality Department (see below).

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I FY 2013-14 Major New Initiatives/Programs

Field support and resources may be needed to monitor water quality from existing locations or new monitoring wells to be constructed for the projects listed below, pending Board approval. These are listed as potential programs/projects for planning projections only.

♦ County of Orange Stormwater Infiltration Study – Glassell Site Retrofit: Similar to the Anaheim stormwater project to focus on containing stormwater, the County may be retrofitting an existing 10 acre office space site located in the City of Orange on Glassell St. to infiltrate stormwater on-site. The retrofit will include multiple EPA low impact development (LID) features to reduce stormwater run-off/pollutants and improve water quality. LID is a management approach and practices to contain stormwater as close as possible to its sources. Possible LID features include bioswales, modular wetlands, permeable paving, and a subsurface cistern to treat stormwater and to retain the majority of stormwater on-site. The County will be collaborating with OCWD and the City of Orange with specific aspects of the project, which may include water quality analysis and addressing groundwater quality before and after infiltration.

♦ Sunset Gap Seawater Intrusion: Water quality data are needed within the Sunset Gap to assess the areal extent of seawater migration at locations where existing monitoring well casings are obstructed or have well integrity issues to provide quality data representative of ambient conditions. Three locations within the Seal Beach Naval Weapons Station (within the Sunset Gap) have nested monitoring wells (11 wells total) that will be destroyed due
to well casing failures caused by age (approximately 50 years old) and corrosion issues from saline conditions. New monitoring wells (total 29 casings) are proposed for construction and will be monitored semi-annually.

- **East Newport Mesa Area and UCI-Marsh Well:** Two areas of the basin have water quality data gaps that provide uncertainties with delineating aquifer correlations and constructing the annual Shallow aquifer water level (WL) contour maps. Hydrogeology is proposing to convert the existing UCI-Marsh well to a single-point monitoring well and to construct two new shallow wells adjacent to the UCI-Marsh well. Water quality and water level data will aid in delineating saline intrusion towards MCWD/IRWD wells, assist with geologic correlations in east Newport Mesa and SW Irvine area, and help fill in data gaps to construct the annual Shallow aquifer WL contour map. Similarly, in the East Newport Mesa area there is a large data gap for constructing the annual Shallow aquifer WL contour map, potential existence of an Alpha/Beta emergence zone, and better understanding of the hydrogeology in the area (e.g., groundwater flow paths, etc.). Monitoring wells are proposed in strategic locations to provide water quality, water level, and geologic information.

### II Core Activities

The Water Quality Group is primarily responsible for (1) implementing water quality monitoring programs to protect and evaluate basin conditions, including emerging contaminants; (2) providing technical and field support for compliance programs, District projects, and research investigations; (3) disseminating water quality information and assisting with expansion and update of the WRMS database (historic and new water quality data); (4) reviewing and commenting on relevant water regulatory and compliance issues [e.g., drinking water, stormwater, *de minimus* permits, etc.]; and (5) providing support to ensure that the District complies with regulations pertaining to the Safe Drinking Water Act and Clean Water Act amendments.

Core activities include:

- Implementing surface and groundwater quality monitoring programs for (1) compliance with permits, mandated environmental and drinking water regulations, (2) District projects and research investigations, and (3) evaluating the ambient quality of the groundwater basin.

- Scheduling and sampling groundwater producer wells for compliance with state/federal drinking water regulations for regulated and unregulated chemicals; reviewing, approving and reporting chemical data electronically to the state on behalf of the groundwater Producers; assisting with data compilation for the groundwater Producers’ Annual Consumer Confidence Report, Public Health Goals Report, Annual District Engineer’s Report, GWRS Annual report, and SARMON Annual report.

- Implementing basinwide monitoring for constituents proposed for regulation and emerging chemicals of concern (CEC) to assess occurrence and
distribution within the Orange County Groundwater Basin and potential impact to the groundwater Producers and OCWD.

- Overseeing and performing the compliance monitoring activities at groundwater monitoring wells specified in the GWR System permit, including water used for blending, ultraviolet (UV)/H₂O₂ product water, and injected water; coordinating with contract labs for selected analyses not performed by OCWD’s Main Laboratory (e.g., asbestos, dioxin, radioactivity, etc.). GWRS monitoring activities include both Forebay and Talbert Barrier locations, Mid-Basin Injection, and relevant research investigations associated with tracer and intrinsic studies to (1) establish groundwater flow paths and travel time to the nearest wells (potable and monitoring), (2) assess metals mobilization issues, joint research projects, and (3) assess treatment processes and changes in water quality after time underground, etc. through joint research endeavors.

- Implementing a surface and groundwater quality monitoring program to assure the continued safety of the Santa Ana River as source water for groundwater replenishment (SARMON monitoring activities).

- Ensuring compliance with the District’s NPDES general de minimus dewatering permit and aquatic pesticide permit, including sampling, treatment of purged groundwater (as needed), data analysis, and preparing monthly compliance reports.

- Reviewing and approving new water quality data for the District’s WRMS database; compiling and analyzing data for reports and internal staff, the Board, and groundwater Producers.

- Coordinating with the Regional and State Water Quality Control Boards to provide appropriate water quality data to assess compliance with Basin Plan objectives for the SAR, TMDL issues, and other water quality river issues relevant to protection of the OCWD groundwater basin.

- Performing semi-annual water quality monitoring of coastal wells to assess the extent of seawater intrusion; coordinating with Hydrogeology on reviewing and revising program as new data become available.

- Assisting with field data collection for the semi-annual basinwide water level monitoring program to identify threats to the basin (i.e., groundwater overdraft, seawater intrusion, etc.) and provide groundwater elevations of basin aquifers measured six times annually.

- Fulfilling water quality and water resources information requests from the public, groundwater Producers, and regulatory agencies; responding to special data requests for external site investigations and litigations.

- Tracking, reviewing and addressing new emerging contaminants of concern; evaluating basin water quality conditions for emerging contaminants, assessing management and response strategies, coordinating with Public Affairs and groundwater Producers with water quality information.
♦ Preparing reference materials and presentations on water quality issues; participating on advisory committees specific to water quality issues of concern to OCWD and groundwater Producers.

♦ Reviewing and commenting on proposed regulations such as federal and state maximum contaminant levels (MCLs), public health goals, unregulated chemicals, NPDES permits, emergency regulations, etc. relevant to the District and groundwater drinking water source monitoring.

♦ Responding to and coordinating with regulatory agencies on emergencies and hazardous materials spills, fire fighting run-off, etc. that may affect groundwater quality. Perform WQ monitoring as needed to assess potential discharge impacts to recharge facilities or groundwater.

♦ Assisting District staff with NPDES dewatering de minimus and aquatic pesticide spraying permit issues for specific projects.

♦ Assisting with preparation of regulatory compliance reports and other water quality reports.

♦ Continue to educate new staff on the history and value of monitoring sites and programs (transfer historical knowledge).

II Non-Core Activities

Non-core activities (secondary priority compared to core activities) conducted by the Water Quality Group include:

♦ Serving on water quality and project advisory committees for ACWA, WEROC, etc. on emerging water quality issues relevant and beneficial to OCWD as managers of the groundwater basin.

♦ Providing information and current status on water quality and regulatory issues to other agencies and committees.

♦ Assisting other water agencies in addressing water quality issues, emerging contaminants, and tracking and assist in preparing comments on proposed relevant drinking water-related regulations.

III Group Goals for 2013-14

♦ Administer Water Quality Monitoring Programs: Ensure samples are collected and analyzed for compliance with mandated drinking water quality regulations and regulatory permits, District projects and investigations, and evaluating the quality of the basin (e.g., seawater intrusion in coastal areas); evaluate new emerging chemicals of concern; coordinate with the Laboratory to implement new 2013-14 compliance monitoring requirements for drinking water sources and UCMR3, GWRS compliance monitoring locations and focused studies, continue to coordinate with the Laboratory to ensure maximum use of resources for both departments.

♦ Data Management Activities: Ensure new data are reviewed with high quality assurance and approved into the WRMS database for end users; submit Producer compliance data electronically to the State Department of Public
Health (DPH) database; prepare annual water quality schedules for DPH and groundwater Producers; prepare annual data summaries for groundwater producers for the Annual Consumer Confidence and triennial Public Health Goals reports; prepare annual water quality data summary for OCWD’s Engineer’s Report, GWRS and SARMON quarterly and/or annual reports; implement all reporting tasks for UCMR3 for GWPs drinking water sources.

♦ Water Quality Regulatory Activities: Review and comment on newly proposed state or federal drinking water standards (MCL), evaluate potential impacts to groundwater basin and coordinate with groundwater Producers; continue to track and comment on proposed non-drinking water regulations (e.g., state NPDES general permits, aquatic pesticide permit, etc.); monitoring federal and state regulatory schedules for upcoming proposed drinking water regulations – review and comment during public comment period.

♦ Implement the Santa Ana River Monitoring Program: Continue to implement the long-term Santa Ana River(SAR) Monitoring Program in joint effort with Regulatory Affairs. Manage and provide oversight to ensure monitoring activities are completed based on recommendations of the NWRI convened SAR Independent Advisory Panel (program reviewed annually).

♦ Talbert/Bolsa/Sunset Gaps Seawater Intrusion Monitoring: Implement the seawater intrusion program in the Talbert/Bolsa/Sunset Gaps as recommended by the Hydrogeology Group. Assist with reviewing water quality data semi-annually to assess landward migration of seawater and adjust monitoring activities based on findings.

♦ Water Quality Protection: Activities include tracking, reviewing and addressing new chemicals of concern, evaluating basin conditions or source waters potentially used for groundwater replenishment (e.g., perchlorate/chlorate in the Santa Ana River); monitor and review media and research reports; coordinate with regulatory agencies on upcoming new water quality issues; provide field water quality monitoring support for Board approved projects that authorize construction of new monitoring wells for District projects and investigations (e.g., South Basin Groundwater Protection project, Sunset Gap, East Newport Mesa area, etc.).

♦ New Water Sources: Implement groundwater monitoring activities for short-term focused studies related to recharge enhancement (stormwater infiltration projects; river water sediment removal and percolation studies; provide compliance testing for newly constructed groundwater Producers’ drinking water wells and new monitoring wells approved by the Board for specific water quality studies; evaluate new source waters for GWRS (e.g., possibly monitor flood control channel waters for diversion to OCSD for GWRS).

♦ Aquatic Pesticide Permit: Assess non-chemical methods to address the vegetative growth at the wetlands in lieu of chemical application. Non-chemical strategies avoid pre- and post-water quality monitoring and analysis of the applied aquatic pesticide, reduces need for regulatory reports, and potentially avoids issues of the District applying chemicals to areas potentially tributary to the river.
♦ Standard Operating Procedures (SOPs): Review and update department SOPs and conduct periodic refresher training.

Improved Water Quality Monitoring Efficiency: This activity includes:

♦ Assess new methods and strategies to increase field productivity without compromising quality of sample collection or integrity of sampled water;
♦ Improve single operator sampling equipment and procedures; revise and finalize standard operating procedures and implement processes to increase efficiency and productivity;
♦ Continue with department-wide cross-training programs;
♦ Evaluate options to streamline specific monitoring programs for broader coverage, increase efficiency, and reduce sample load to the laboratory;
♦ Continue to research and improve equipment decontamination procedures to address higher concentrations of volatile organic compounds (VOCs) and chemicals that exceed limits/notification levels (e.g., 1,4-dioxane and perchlorate), which require treatment of purged water prior to discharge. New decontamination system configurations and types are routinely evaluated to improve efficiency and productivity to reduce the time needed to clean equipment between well locations; continue to evaluate sampling truck configurations to improve efficiency with mobile treatment units and transporting ancillary equipment to sample monitoring wells.
♦ Continue to evaluate methods to forecast optimum schedules to change-out spent carbon in mobile treatment units to avoid breakthrough and to address new CEC requiring removal prior to discharge to storm drains or tributary to state waters.
♦ Research new technologies for automating field data collection and documentation tasks.

IV Pending Activities

Major activities that are reduced, not being implemented or conducted include:

♦ Stormwater monitoring of the Santa Ana River and tributaries to OCWD’s recharge facilities
♦ Non-point source water quality monitoring on the river and tributaries near OCWD’s recharge facilities
♦ Implement a more enhanced quality assurance data review protocol to include data analysis and tracking of water quality chemicals of concern to identify areas of developing water quality problems (e.g., increase in color, seawater intrusion, volatile organics, SAR monitoring, upper watershed, etc.); provide timely notification to OCWD program managers and stakeholders; prepare semi-annual reports, as needed;
♦ Quarterly or monthly water quality monitoring of upper SAR watershed wastewater discharges; monitoring currently performed once per year; investigate water quality issues originating from the upper watershed that may
potentially affect the Orange County groundwater basin (e.g., chlorate and other emerging constituents).

♦ Develop and prepare an annual Water Quality report of the basin (deferred for several years) – strive to prepare initial report in near future.

♦ Provide enhanced staff development (internal and external) and mentoring to take on higher-level duties and responsibilities; enhance and broadening cross-training to enhance flexibility and ability to respond to changing conditions.

♦ Active attendance and involvement with water associations and agencies on water quality issues relevant to OCWD and groundwater Producers.

V Staff Addition Needed for FY 2013-14
None

VI Future Issues
In the next several years, issues the District will need to consider the following issues and the associated resources and costs.

♦ Evaluate and purchase more efficient sampling equipment to improve productivity with field monitoring activities, treatment of purged groundwater, and replace aging vehicles, as needed.

♦ Provide field resource needs for the current District water quality-related litigations.

♦ Adapt to (1) increasing new regulations requiring new monitoring activities, (2) implementing new and relevant research investigations, (3) researching enhanced protocols for equipment decontamination, and (4) assuring high quality assurance with all field tasks and activities.
Summary Information

Existing Staff – 29 FTEs

1 – Laboratory Director
1 – Supervising Chemist LIMS - QA/QC
4 – Supervising Chemists
2 – Senior Chemists
13 – Chemists
1 – LIMS-Data Analyst
7 – Laboratory Technicians
Mission
Provide cost-effective analytical services to assess water quality and certify District permit conditions. Support applied research to the benefit of District projects, which evaluate both Basin and GWRS operating conditions. Laboratory services provide information on operations as well as current and future environmental regulations.

Key Issues for 2013-14

♦ GWR System Permit & Operational Support – The Advanced Water Quality Assurance Laboratory (AWQA-Lab) continues to generate operational and permit compliance data in support of the GWR system. Support of an increased number of groundwater monitoring wells linked to this process continues to provide workload on a wide range of analytical methods. Laboratory staff members continue to coordinate sample loads and investigations with the Water Production Group as well as other departments and OCSD. Specific investigations into mid basin recharge facilities and changing operational conditions related GWRS Initial expansion will continue during this budget cycle.

♦ GWR System Optimization Research & Development – The AWQA-Lab continues to support the GWR System’s research & development efforts. Further investigations into enhanced removal efficiencies and plant optimizations will advance through proper analytical information. Projected efforts into UV performance and the Advanced Oxidation Process (AOP) will continue. Metals mobilization studies will require specific analytical support, along with RO membrane performance studies investigating Chemicals of Emerging Concerns (CECs), Nitrosamines, and/or 1,4-dioxane removals. Investigations into potential disinfection by-products (DBPs) formed during the GWRS AOP process will be a future area of analytical challenges. The lab will continue to investigate wastewater quality for OCSD Plant 1 and Plant 2 with OCSD laboratory to secure additional wastewater to support the final GWRS expansion project. Coordination of research investigations into the compliance monitoring lab will provide additional benefits to these GWRS expansion requirements.

♦ Chemicals of Emerging Concern (CECs) and Method Development – The AWQA-Lab has supported the development of chemicals of emerging concern (CECs); many of these targets require reporting to the low part per trillion (ppt) levels. Target selection has been based on feedback from a wide range of sources including USGS, EPA, and CDPH. Monitoring efforts have focused on targets that provide information and status on the performance of treatment processes. The majority of the CEC monitoring effort is supported by our LC/MS/MS (liquid chromatography/tandem mass spectrometer) system. We plan to add additional support methods to this system: EPA method 540—specific organic constituents. Method development on this system continues to be a challenge, as we must coordinate this effort to existing workloads. We continue to expand District analytical capabilities by replacing 8 years old LC/MS/MS system; it is necessary for the District to
replace the LC/MS/MS system to ensure that the laboratory is capable to meet the detection sensitivity of targets of the required CECs by EPA and CDPH.

♦ **Project Support & Basin Wide Monitoring** – The AWQA-Laboratory provides compliance and monitoring support to a wide range of projects and basin programs. The Basin Groundwater Protection Programs continue to require laboratory support and has been expanded with additional wells and monitoring sites. Increased hydrogeology investigations towards potential contamination sources and remediation processes continue to generate additional sample loads within the laboratory. Basin projects and monitoring programs, including support of the Santa Ana River Monitoring (SARMON) studies, have continued to develop over the last several years. Constituents of Emerging Concern (CECs) will be a focus within the SAR system and from wastewater dischargers. Potential wetlands configuration studies may also address laboratory monitoring support of CECs and other appropriate surrogate performance targets. The laboratory’s data is also supporting several District litigation efforts.

♦ **Federal Unregulated Contaminant Monitoring Rule Phase 3 – UCMR3** – The District plans to support the next federally mandated Unregulated Contaminant Monitoring Rule (UCMR3) program from 2013 to 2015, it will begin under this budget cycle. The AWQA-Lab is fully certified for 7 EPA methods to support analytical requirements under this program and begin the process of list 1 and 2 assessment monitoring for the total of 28 constituents using new EPA methods; 522, 524.3, 537, 539 and the existing methods; 200.8, 218.7 and 300.1. As within past UCMR programs, the required method performance and QA/QC documentation is critical to the success of this support. Actual UCMR3 program sampling will begin from January 2013 for the next 3 years. In addition to the sample analysis for UCMR 3 program, EPA requires an acceptable quality control management plan for every batch of the samples. Laboratory resources within this budget cycle will be used to develop technical expertise to generate fully acceptable QA/QC data to maintain the status of EPA approved laboratory for UCMR 3.

♦ **Improved Laboratory Productivity and Cost Containment** – The AWQA-Laboratory team takes great pride within the development of cost efficient high quality processes. We continue to work closely with the purchasing department to further develop the automated reorder process for those products and reagents we continuously utilize within our analysis. Lab staff members work closely with our vendors to secure the best possible pricing on instruments, support, and supplies. We continue to develop our staff support around a flexible “team” structure, which has kept District labor demands at the lowest possible level. Staff members are rotated and cross trained through all methods of analysis, to ensure flexibility within analytical capabilities. Laboratory staff members continue to develop technological improvements to further address cost effectiveness. Potential adjustments to monitoring frequencies will need to be properly coordinated through the lab to keep efficiencies at a high level. Sample load scheduling must be properly
planned so that additional benefits to our monitoring programs can be achieved. We have also used the vendors to provide in-house training on the more sophisticated analytical instrumentation. This has helped reduce our training expenses, and has promoted the District’s image as a leader in water quality technology.

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I FY 2013-14 Major New Initiatives/Programs

The laboratory is a service oriented department, and we continue to provide analytical support to a wide range of District programs. New initiatives and support will be based on specific project requirements within several departments and investigations.

♦ GWR System Research and Optimization – Treatment Investigations
♦ Monitoring support for Basin Protection Programs – new wells
♦ OCWD/OCSD Alignment for Regulatory Compliance and GWRS expansion
♦ OCWD Wetlands Treatment Investigations
♦ Litigation data support

II Core Activities

The Advanced Water Quality Assurance Laboratory utilizes cost-effective analytical services in support of all monitoring programs and projects required by the District. Water quality data generated by the laboratory provides critical analytical information, needed to make timely accurate decisions, for regulatory requirements as well as the direction and support of District policies. Our facility is designed as a compliance-monitoring laboratory certified with the State of California and US EPA.

Basic core laboratory activities include:

♦ Support basin wide monitoring programs, and provide both compliance and informational analytical data. Ensure proper method compliance for state and federal drinking water requirements. Protection of the basin and the SAR through analytical monitoring.

♦ Support and direction of the GWR System activities, for both permitted requirements and operational improvements.

♦ Support and direction of emerging contaminants and water quality issues, to address both GWR plant and basin wide concerns.
♦ Procurement of needed analytical State Certifications with the CDPH, as well as development of any needed EPA methodology. Support federal monitoring programs as approved by District management – UCMR.

♦ Support of the Green Acres Project (GAP) facility for both permit requirements and operational feedback.

♦ Support and direction of the Talbert Barrier, a CDPH mandated monitoring requirement for the District.

♦ Support investigations in both treatment research and in-house analytical methodologies. Provide solutions to improve cost effectiveness - both within plant processes as well as with laboratory procedures.

III Non-Core Activities

The AWQA-Laboratory’s support has always been a strictly core activity department without many non-required duties. This has been based on years of natural growth in workload, which has caused all non-essential tasks to be dropped. Non-core activities (secondary priority compared to core activities) conducted by the AWQA-Laboratory group include:

♦ Support of research and monitoring programs not directly benefiting District or laboratory processes.

♦ Support of public relations tours and NWRI investigations and studies.

♦ Support of Department of Homeland Security and CAMALnet support investigations for emergency response.

IV Group Goals for 2013-14

GWR System Operational, Research, and Compliance Support – Laboratory support of the GWR System is critical in maintaining compliance and permit goals. We will continue to support all process investigations that require analytical data. Continued focus on emerging targets and future investigations into AOP/UV disinfection by-products will be required. Total support of the GWRS system represents over a third of the workload received by our department. GWR research through all treatment steps will be required within this budget cycle.

Emerging Target Method Development – The laboratory continues to increase analytical capabilities into all water quality concerns. Investigations into new potential VOC targets have always been supported by our District laboratory. While most of the recent focus has been on large molecular weight CEC monitoring, there are still critical areas of support looking at low molecular weight targets, those that pose impacts to aquifers, and significant challenges to RO and UV removals. We continue to expand our analytical target lists and coordinate with OCSD source control on any potential concern. While the GWR system provides state of the art removal processes, the SAR system can be further influenced by these emerging concerns from wastewater dischargers. District staff members are committed to the continuous support within all emerging target
support. We currently track for over 550 target compounds and this will continue to expand under this budget cycle.

**Basin & SAR Monitoring Support** – As above, wastewater discharge impacts and influence into SAR system will be a critical goals within this budget cycle. SAWPA CEC monitoring will continue and focus on a specific number of target analytes. Continued support of Basin protection programs will continue to require analytical support from the lab. We have also found support under these programs will usually require rush sample status, and quick data turnarounds. Samples taken under these programs also have challenged our processing as they represent extremely difficult matrices. The District’s lab will continue to provide support within these monitoring programs addressing Basin and Santa Ana River conditions during this budget cycle.

**Data Quality Improvements & LIMS Administration** – We continue to expand one of the most cost effective software applications utilized at the District; the Laboratory Information Management System (LIMS). LIMS has been used to improve processes and documentation at the bench level, which has enhanced our CDPH-ELAP audits, which are linked to our certification. This system continues to provide early notification of water quality parameters exceeding set maximum contaminate levels (MCLs) and water quality notification levels (NLs). The entire laboratory team has contributed improvements during data reviews and the final data reporting process through the LIMS system. The laboratory reports over 400,000 target values into the WRMS system on an annual basis. We will continue to enhance the utilization of this system to prepare for the future operating demand in a cost effective environment.

**Applied Research Investigations & Improved Target Monitoring** – Water Quality concerns have continued to address extremely low-level reporting, which is required in the UCMR 3 program. Specific targets addressing this concern have been at the forefront of District monitoring efforts: Arsenic, NDMA, hexavalent chromium, MTBE, perchlorate, bromate, etc. – continue to trend to lower than current reportable levels. Analytical investigations into proper instrument and method configurations continue to be a critical support factor. This trend will continue for the laboratory support, and must be weighed against required certification criteria and District needs. Additional hyphenated techniques may be needed to achieve these lower reportable levels, depending on target. This is an on-going support goal for the laboratory staff.

**UCMR3 – Monitoring Support** – The laboratory has completed the three year of reporting for the Unregulated Contaminant Monitoring Rule (UCMR2) program. The District We now must begin preparation of the next phase of this federal program – UCMR3, depending on Board approval. During this budget cycle, the laboratory will initiate the process of 7 EPA method certifications and validation of the developed methods for the federally mandated monitoring program.

**Optimization of Laboratory Efficiencies – Staff & Processes** – The laboratory staff continues to work as a cohesive team, and support flexibility continues to be a required goal of our department. Staff training is a critical support issue and we continue to increase operational knowledge of our analytical systems. This has
helped to expand coverage during our heaviest workloads. The District’s laboratory also stresses process efficiencies and cost effectiveness. Staff members continue to investigate improvements to the supply ordering process and streamlining overall data analysis and reporting.

V  Pending Activities

Major activities not being fully supported include:

♦  **Outsourced monitoring** – Bacteriophage, radioactivity, asbestos, and dioxin monitoring needs are all farmed out to specific contract labs. This is currently a cost efficient approach, as these water quality concerns do not require significant monitoring frequencies. Based on current inputs, phage testing does not appear to have an increased focus within District monitoring programs, which would require in-house monitoring. The AWQA-Lab has a specific designated space for phage analysis support, and if not required this area should be utilized for other District support requirements.

♦  **Method Development** – As we continue to increase analytical capabilities within overall monitoring support, it has been difficult to address future support requirements such as bringing on-line perfluorinated alkyl acids (PFAAs) and other EPA methods. A specific area of concern is based on CEC monitoring and the use of the LC/MS/MS system for the both drinking water and wastewater samples. Increased support loads on this system can generate workload backlogs, and thus will influence any additional method development support using this system. Proper sample load projections must be utilized to determine these future analytical support requirements. It is difficult to support continued expansion of capabilities without adjustment to monitoring frequency or support resources, proper scheduling is the key to these method development issues.

♦  **Research Activities and Agency Meetings** – The Laboratory continues to support District research activities. However, it is critical that these support requirements be properly coordinating with laboratory resources. This budget cycle may provide some additional support windows for investigations, especially if compliance requirements can be reduced to annual samplings. Research demands focused on AOP, MF, RO, UV, peroxide, and coagulant studies can benefit from an early notification of these analytical needs. Issues concerning CEC monitoring and analysis of new targets moves quickly, thus it is critical for laboratory staff members to attend meetings with other agencies and researchers that are providing similar support. Information gained from such meetings has helped shape our support and target lists. Attending these informative meetings is based on workload requirements and compliance duties.

♦  **CAMALnet (California Mutual Aid Laboratory network) & Department of Homeland Security Support** – There are still efforts at the State and Federal levels to address water security issues, and the overall coordination of analytical support. Based on workloads and duties, we have not been an active player in supporting these groups. The development of specific
methods to address potential targeting of water resources is currently not within our scope. The District’s laboratory will continue to monitor the progress of these programs, through non-active participation of CAMALnet (California Mutual Aid Laboratory network) and Department of Homeland Security. This state level program includes active participation by CDPH and MWD addressing these water security/analysis related concerns.

VI  Staff Additions Needed for FY 2013-14

None

VII  Future Issues

In the next two to three years, issues the District will need to consider include:

♦ Complete laboratory support of the next unregulated contaminant monitoring rule (UCMR3), which is approved and directed by the District’s Board. The District has completed monitoring requirements of the UCMR2 program in support of the producer needs during January 2008 and December 2010. The laboratory is now providing UCMR3 program, which is the next phase of the federal monitoring program designed to investigate new targets of interest. These targets may eventually have established federal drinking water requirements. UCMR3 monitoring will begin from January 2013; an annual program audit by EPA and the method compliance will be required within the next several budget cycles. Specific targets may require instrument configurations to meet the analytical sensitivity and reliability. The Office of Environmental Health Hazard Assessment (OEHHA) has established a 60 ng/L (ppt) public health goal (PHG) for Hexavalent Chromium (CrVI). From this information, it is predicted that the California Department of Public Health (CDPH) will establish a maximum contaminant level near this concentration level. Our current minimum reportable level (MRL) for this target using EPA method 218.7 is 30 ng/L. Conditions may arise where we need to develop a more sensitive analytical method for ClO4 and synthetic chemical compounds. LC/MS/MS or IC/MS/MS systems could be utilized to achieve these lower reporting levels.

♦ As needed above, the geology department has expressed interest in monitoring specific targets at lower than current reportable levels. Perchlorate and Bromate are two such examples, where lower reportable levels would benefit monitoring programs by identifying the leading edge of contamination plumes, or an earlier notification of water quality concerns before exceeding an MCL. Other analytical methods are currently available that would provide enhanced sensitivity to address these needs, depending on target. Again, LC/MS/MS or IC/MS/MS could be utilized to achieve these lower levels of reporting. This would require the acquisition of these instruments to provide this enhanced monitoring support.

♦ We continue to get feedback from State officials and other laboratories that speciation of arsenic may be required as a future water quality monitoring
criteria. As with the examples above, this would require other hyphenated techniques – liquid chromatography followed by HG-ICP/MS analysis to generate this level of data. We will continue to monitor this future requirement, which may require adjustment to our analytical capabilities.

UV/AOP treatment within the GWR System continues to warrant further investigation and research. Disinfection By-Products (DBPs) specific to this treatment technology have not been fully studied or investigated. This is an area that should be developed as an “investigative” monitoring program.

We continue to monitor and detect extremely low levels of Methyl Isothiocyanate (MITC) within the GWRS system and the monitoring wells close to the recharge basin. This target appears to form during chlorination, and is moderately removed within the treatment process. This target could be linked to source control issues, and the use of dithiocarbamate as an application to remove roots within sewer lines. The District has detected increased concentration levels of this target coming through the GWR System during specific times of the year. The laboratory continues to monitor and investigate these MITC issues.

District continues to strengthen our interactions and communications with Orange County Sanitation District’s laboratory and source control programs. This relationship has benefited many of the water quality issues that have impacted our processes: NDMA formation study, 1,4-dioxane source control, chemicals of emerging concern (CECs), etc. We continue to see potential benefits in collaboration and regulatory alignment with OCSD divisions, as we further investigate new targets, GWRS performance and future expansion.

Constituents of Emerging Concern (CECs) continue to receive political attention as a significant water quality issue. As our laboratory supports the monitoring of this issue, it is important to develop a proper priority setting process by which targets are brought on-line within our analytical monitoring programs. CEC monitoring requires significant analytical support and technical expertise using highly sensitive analytical system such as LC/MS/MS and GC/MS/MS, and an enhanced target selection process is needed to effectively keep analytical resources properly addressed. This is especially true as additional research in this field will continue to identify new targets of concern, before CDPH and EPA can fully address them within any monitoring criteria.

Based on feedback from both the GWRS and SARMON scientific panels, the need for bacteriophage testing requirements will not increase beyond its current level of support, which is farmed out to a contract lab. It doesn’t appear that this would warrant further investigation by District staff to develop this specific testing in-house. The laboratory should develop plans to utilize existing lab space to investigate other testing protocols that can increase laboratory capabilities, while still keeping the facility flexible to changing configuration requirements. Development of LC/MS/MS or IC/MS/MS
capabilities within this designated lab space may prove to be the most beneficial use of this area within the lab.

♦ The laboratory’s information management system (LIMS) has proved to be an outstanding tool for the reporting of water quality data from our facility. This cost effective software application continues to be customized to the needs of the District by our LIMS Administrator and Information Services Department. AWQAL currently uses a LIMS named Aspen created by Telecation, Inc. for a variety of sample analysis and reporting purposes. This system has been in operation for over 12 years. Aspen is fulfilling the laboratory’s current requirements, and manages laboratory data efficiently and accurately. The AWQAL can rely on Aspen to provide LIMS functionality for at least 2-3 years with limited customization and flexibility. Technological advances are slowly pushing Aspen towards obsolescence due to the restricted improvements for the demands on the new analytical systems and the digital maintenance platform. A new version of Aspen is not being developed because Telecation, Inc. is no longer in business. A strong motivation for purchasing a new LIMS is to use a LIMS that is created and supported by a LIMS vendor who is currently a relevant participant in the LIMS marketplace. The first priority is to build all the functionality of Aspen into the new LIMS and transfer all data from Aspen into the new LIMS. In addition, potential cost savings and efficiency improvements can be obtained through the use of the new LIMS in combination with modern operating systems such as Windows 8, wireless networks with advanced security features, and recently introduced cost effective hardware such as the tablet PC and other similar devices. We continue to investigate potential product lines, which may enhance our data reporting process and analytical trouble shooting capability. The transition into future LIMS software implementation will need to be effectively planned and coordinated, to ensure analytical connectivity and improved laboratory efficiencies and measurable benefits.
Summary Information

Existing Staff – 6 FTEs

1 – Research Director
2 – Principal Scientists
2 – Senior Scientists
1 – Technician

Mission

Conduct applied research that supports and enhances the District’s core operational needs.

Key Issues for 2013-14

♦ In cooperation with Water Production staff, continue research into reverse osmosis (RO) and UV/Hydrogen peroxide advanced oxidation process (AOP) issues at the Advanced Water Purification Facility (AWPF) that affect the Groundwater Replenishment System’s efficiency in order to help decrease GWRS operation and maintenance (O&M) costs.

♦ Work with Forebay Operations to provide support for Recharge Enhancement Working Group (REWG) projects to improve percolation efficiency by reducing percolation O&M costs and improving water yield. Support will consist of field sampling and laboratory analytical expertise. Key projects supported by R&D this year will include the ongoing Sediment Transport Study as well as the Desilting Demonstration Project.
♦ Continue to provide microbial water quality data for county agencies, state regulators and federal agencies (USEPA) to assist in the development and implementation of total maximum daily loads (TMDLs) for microbial indicator organisms and pathogens.

♦ Continue to seek collaborative partnerships with other research groups (academic and industrial) and funding agencies (NWRI, WateReuse) capable of expanding the scope of water reclamation research at OCWD.

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I FY 2013-14 Major New Initiatives/Programs.

♦ Potentially work with Dr. Kenya Sen of USEPA/CDC on an inter-laboratory validation of a new culture/qPCR method to detect E. coli in fresh water environments.

II Core Activities

♦ Research promising technologies to improve water quality and to increase the efficiency of District water treatment and recharge operations.

♦ Provide support and implementation of strategic plan strategies to increase capture and recharge of SAR flows, implement an updated SAR protection program, and evaluate and address emerging contaminants.

♦ Provide scientific and technical support to GWR System treatment systems and recharge and injection.

♦ Provide scientific/technical assistance to OCWD staff.

♦ Develop and evaluate new analytical methods.

♦ Seek external funding.

♦ Publish and present research findings.

III Non-Core Activities

♦ Participate in scientific advisory panels/research advisory boards.

♦ Provide consulting information to other water agencies, utilities and regulatory agencies.
IV Group Goals for 2013-14

Grant Funded Research:

Santa Ana River and Watershed Grant Funded Projects:

♦ Middle Santa Ana River Pathogen Total Maximum Daily Load Study (9955**)
  – This joint study with SAWPA with the support of San Bernardino County Flood and Riverside County Flood to evaluate pathogenic sources in the Santa Ana River Watershed will continue as a support role for Bacteroides analysis. As with last year, the analysis will be presence/absence (P/A) for Bacteroides and if needed the concentrations will be determined. Samples from the upper SAR will be analyzed for Bacteroides thetaiotaomicron (a human waste-specific indicator organism).

♦ Inter-Laboratory Validation of a Culture/qPCR Method to Detect E. coli in Fresh Water
  – This project will be performed co-operatively with other voluntary participants, and will consist of a validation study for a new method of E. coli detection that combined culture methods with quantitative PCR (qPCR) techniques for rapid quantification of live organisms in fresh water matrices. The validation study will consist of two phases: 1) a practice phase to familiarize R&D staff with the assay protocol, and 2) the validation itself involving analysis of field samples. Most of the reagents will be provided for the study as an in-lieu cost recovery, so that only staff time will be needed for the project.

♦ USEPA Preliminary Source Tracking Study Phase II
  – OCWD R&D was invited by the USEPA as one of ten (10) laboratories participating in a study comparing the correlation of Enterococcus signal strength detected by qPCR and by other methods with microbial pathogen source levels in fresh water (including SAR at Imperial Highway) and possibly marine surface waters. USEPA will provide all hardware and consumables required for the project, which will continue into the 2013-2014 fiscal year.

SPECIAL FUNDED PROJECTS:

♦ MicroMem Analytical (9956**) – R&D will continue to maintain the capability of participating in discretionary small (<$20,000) enterprise short-term projects performed for other agencies (such as Metropolitan). These projects will be entirely funded in the fiscal year with no additional financial impact to OCWD.

Non Grant-Funded Research:

GWR System O&M (9952):

♦ Task 1: Groundwater Replenishment System Support
  – R&D will continue engaging in short-term research activities on an ad-hoc basis to assist the Water Production and Engineering Department in solving problems arising
during operation of the AWPF. Examples of research under this activity from FY 12-13 included:

- Assisting Engineering and Water Production staff to elucidate mechanisms of and solutions to the problem of erosion of the GWRS Transfer Pipe lining.
- Measuring UV output of Trojan lamps and monitoring AOP performance of the full-scale UV plant.
- Membrane autopsy (microbial and chemical analysis) of fouled RO membranes for the AWPF.
- Providing controls and sampling apparatus for the GWRS phage study.
- Molecular biological analysis and AOC analysis of monitoring well water samples.
- Report and presentation to the NWRI IAPs regarding SARMON activities and all microbial activities and advanced oxidation performance associated with GWRS.

The R&D Department will also continue to assist Water Quality to provide biochemical and biological data from monitoring wells impacted by GWR System finished product water (FPW) to comply with requests by the NWRI IAP, the RWCB or the CDPH.

♦ Task 2: Influence of Combined Chlorine Exposure on MF Efficiency – It is generally thought that exposure to combined chlorine improves MF efficiency by reducing biological fouling. There appears to be a paucity of direct quantitative evidence supporting this hypothesis. Moreover, recent studies indicate that nanoparticulate pore plugging and not biological fouling is the primary mechanism leading to reduction in MF performance in the AWPF. This relatively short-term study (three months) is proposed to quantify the actual impact that combined chlorine species have on the long-term MF fouling in the AWPF by utilizing the two pilot MF units in parallel to compare the rate of flux decay and time to CIP in the presence and absence of combined chlorine under nominal AWPF operating conditions. Besides clarifying the actual role combined chlorine plays in affecting water production efficiency, this study may suggest alternative addition strategies for microbicides that may improve reduce operating costs and expand the potential for use of alternative disinfection chemistries (such as hydrogen peroxide).

♦ Task 3: Characterization/Mitigation of RO Fouling in the AWPF – This activity will continue investigations of RO fouling mechanisms aimed at characterization of the accumulation of material on the RO membranes in the AWPF and on the correlation between accumulation and loss of membrane performance. Staff will continue with attempts to establish statistical correlations between one or more plant operational parameters and observed historic degradation of RO membrane performance (the decay rate of the normalized specific membrane flux) in order to define which water quality parameters serve as predictors of membrane lifetime, including loading of
biocide (total chlorine) and chemical species known to participate in membrane fouling by precipitation. Observations begun during the previous year, including monitoring of RO feed water quality through the RO trains, will continue to be characterized by data obtained from direct sampling and analysis of water quality at four key points in the RO train (the beginning of the 1st stage, 2nd stage and 3rd stage and end of the 3rd stage). RO fouling kinetic studies using multi test cell platforms to relate surface fouling to increase delta-P will continue throughout this fiscal year as well, and data will be examined by multivariate methods in order to begin characterizing the principal mechanisms responsible for RO performance loss in the AWPF.

♦ Task 4: Stability of Thin-Film Composite Membranes Against Hydrogen Peroxide and Monochloramine During Desalination of Advanced Treated Water – This project will continue work investigating the feasibility of using H$_2$O$_2$ as a biocide for inhibition of biological fouling of reverse osmosis membranes in lieu of combined chlorine species (chloramines). This year R&D staff plan an additional collaborative study with the Palo Alto Regional Water Quality Control Plant and Dr. Martin Reinhard (co-principal investigator) at Stanford University at the pilot facility in Palo Alto that will define a hydrogen peroxide addition strategy in order to maintain an effective residual, and also to compare the effectiveness of hydrogen peroxide to chloramine as a membrane disinfectant. Further work at OCWD will include membrane exposure tests using flat sheet material to evaluate resistance of membranes used in the AWPF to H$_2$O$_2$, as well as a determination of the dosage of hydrogen peroxide required to provide biostasis in the AWPF and a comparison with the effectiveness of combined chlorine species to hydrogen peroxide using the AWPF water matrix. Use of H$_2$O$_2$ as a biocide instead of chlorine species in the AWPF would considerably assist the Advanced Oxidation Process following RO by reducing scavenging of OH free radicals by chloramine species, would significantly reduce DPBs (possibly including NDMA) formation potential, would simplify chemical handling and storage and could result in significantly lower long-term O&M cost for the AWPF.

♦ Task 5: Advanced Oxidation Plant (AOP) Studies* – Research aimed at measuring the capabilities of the Trojan Technologies UVPhox UV/AOP reactor train through analysis of water quality and system operational parameters will continue. Previous research has indicated that advanced oxidation is affected by UV dosage, hydrogen peroxide dosage, the presence of chlorine species and the presence of bicarbonate. Within the water matrix in the AWPF, UV irradiation and *OH radicals derived from hydrogen peroxide are not solely responsible for bringing about oxidation; combined chlorine species present also may play a significant role. Research this FY will utilize bench, pilot scale and full-scale investigations aimed at elucidating the potential for interaction between these various oxidative mechanisms in OCWD’s UV/H$_2$O$_2$ AOP using target compounds (1,4, dioxane) as well as potential surrogates. R&D staff will also continue engaging in collaborative research with Dr. Stephen Mezyk from the Department of Chemistry and Biochemistry at California State University, Long Beach to investigate
chloramine-hydroxyl radical chemistry and 1,4-dioxane oxidation, and with Dr. Ernest “Chip” Blatchley from the Department of Civil Engineering at Purdue University to further characterize how chloramines in the AWPF source waters can impact the AOP. With regards to combined chlorine species, research will continue into methods capable of speciation (whether mono- di- or trichloramine) and quantification (elucidation of mechanisms responsible for differences in apparent responses between various methods of detection). Potential formation of organochlorine species from chloramine radical advanced oxidation remains also a potential area of research. With the current interest in moving to direct potable reuse, there is a strong desire to develop real-time process efficiency evaluation/monitoring strategies.

EEMs analysis performed by UCI and further studies last fiscal year at OCWD revealed a significant loss of fluorescence (50% - 70%) occurred in the Trojan UVPPhox reactor at 250nm to 270 nm excitation and 350nm to 450 nm emission as well as in the UV pilot system. Pilot studies have loosely linked the fluorescence decay to UV/H2O2 photo-oxidation/advanced oxidation, but more study is needed in order to determine the exact mechanism of fluorescent signal reduction if it is to be used as a basis for a real-time monitoring of AOP effectiveness in the Trojan UVPPhox. R&D staff will also continue to provide water samples for other researchers looking at additional aspects of advanced oxidation, including brine treatment technologies and new, higher efficiency UVV lamp development.

♦ Task 6: Comparison of the Rapid Assimilable Organic Carbon (AOC) Method with BDOC Analysis of Water Samples – R&D staff will continue to utilize the rapid bioluminescent AOC method to evaluate OCWD surface water, groundwater wastewater and reclaimed water samples. Staff will continue accumulation of data comparing of results obtained by this method with commercial laboratory BDOC measurements to help validate it as a rapid and more sensitive alternative to BDOC.

♦ Task 7: Development and Optimization of a Bacteroides Human-Specific Fecal Contamination Assay using Quantitative PCR (qPCR) – Bacteroides thetaiotaomicron is a human-specific fecal indicator organism that is currently being evaluated by the EPA as an additional fecal standard (legacy fecal standards are not human-specific). The OCWD R&D Department is one of the laboratories involved in seminal research to develop PCR methods capable of specifically detecting this organism. Currently, our methods can only detect this organism semi-quantitatively. R&D will continue work to develop and optimize a qPCR assay capable of completely quantifying this organism in surface water, groundwater and wastewater samples. This assay will be highly useful for source tracking human fecal contamination.

♦ Task 8: Potential Mobilization of Metals During AWPF Recharge/Injection – R&D staff will continue to review field data and provide statistical analysis for Water Quality and Health and Safety staff to monitor mobilization of metals during longer term infiltration/injection of GWRS FPW into the groundwater basin. R&D staff will also provide oversight as required for the Stanford arsenic mobilization laboratory study. Of special interest in FY 2013-2014 will
be following the monitoring well arsenic data from the GWRS Mid-Basin Injection Demonstration Project.

**TALBERT BARRIER O&M (9908):**
- **Injection Well Fouling Issues** – R&D staff will continue to provide ad hoc support for Barrier Operations, including microscopic, biological and biochemical analysis.

**FOREBAY O&M (9920):**
- **Task 1: Recharge Enhancement Working Group (REWG) Support** – Research staff at the Field Research Laboratory (FRL) will continue to provide scientific assistance and analytical support for implementation and performance analysis of recharge enhancement projects developed as an outcome of the REWG during the fiscal year, including:
  - Sediment and water sampling using grab and autosample methods
  - Basin sediment compositional analysis (particle size distribution by wet sieving methods)
  - Soil permeametry
  - Characterization of suspended solids contributing to basin fouling (including particle size distribution and microscopic identification)
  - Percolation kinetic determination (using laboratory sediment columns)
  - Water quality analyses (suspended solids, organic content, protein/carbohydrate/chlorophyll content, DO, redox potential)

- **Task 2: Forebay Solids Monitoring Program** – Fifth year of a 5-year (multi-seasonal) monitoring program aimed at determining the quality and quantity of total suspended solids (TSS) that are impinging on the District’s recharge facilities, and how this changes seasonally over the span of several years. Monitoring takes place at key points in the Santa Ana River (SAR), the off-river facilities and the terminal recharge basins. Water samples from these points are procured at intervals during base flow and storm flow conditions and analyzed for TSS and other physicochemical properties that may have a bearing on fouling issues, including % organic content of TSS and analysis of particle size distribution. Understanding the spatial and temporal distribution of this material will greatly improve the District’s ability to predict future percolation capacity and the extent of sediment removal necessary for maintenance of sustainable recharge capacity.

- **Task 3: Desilting Demonstration Project Phase III Support** – Second year of a two year project assessing the field-scale recharge efficiency of SAR water desilted by two schemes: a cloth-fabric filter silt removal plant which will provide recharge water to Riverview Basin and a subsurface passive collection unit placed below the Off-River Facilities that will provide recharge water to Olive Basin. During this phase of the project, R&D staff will provide management guidance as required and analytical support in the form of basin...
sediment analysis and water sample collection and analysis for suspended and dissolved constituents to determine the effectiveness of each of the desilting schemes.

**ADVMET (9953):**

- **Task 1: Seeking Collaborative Research and grant funding** – continue to seek collaborative research by partnering the research facilities at OCWD with water research groups such as the NWRI, the UCLA water Center, the UCI Urban Water Center, the UIUC Water CAMPWS to promote development of new water purification technology. Continue to seek funding from AWWARF, WRF, EPA, U.S. Bureau of Reclamation and other sources as is available to support research projects.

- **Task 2: Research and Development of Advanced Analytical Methods Useful for Current and Future research activities** - development of new analytical methods as required for support of projects.

- **Task 3: Participation in PACs and Advisory Committees for FY 2013-14** –
  - Enhancing the Value of Molecular Methods to the Water Industry (Water Research Foundation 4238) – OCWD staff will continue to participate in the PAC for this project aimed at assessing the capability of molecular methods compared to traditional growth-based methods for monitoring and quantifying *E. coli* in finished drinking water.
  - Development of Bio-analytical Techniques to Assess the Potential Human Health Impacts of Recycled Water (WateReuse-10-07). OCWD Staff will participate in the PAC for this project aimed at assessing *in vitro* or short-term *in vivo* bio-analytical assays to identify those with the greatest promise in assessing human health impacts of recycled water.

**V Pending Activities**

- **Pilot Evaluation of Pre-Coagulation on the Efficiency of Water Production by MF/RO** – When the Pilot Research Facility is available, perform pilot scale testing using Sumaclear 700 pretreatment to determine optimum pretreatment concentration of this coagulant and its effects on pilot-scale RO membrane performance.

- **Computational Fluid Dynamic (CFD) model of the Trojan UVPhox Reactor Train** - When sufficient data concerning the major participating oxidative species are known, staff from R&D work with Dr. Joel Ducoste from the Department of Civil, Construction and Environmental Engineering at North Carolina State University to construct a computational fluid dynamic (CFD) model of the Trojan UVPhox reactor train capable of predict the destruction of current and future organic contaminants using their radical oxidative rate constants.

- **Bacteriophage Testing Facility Support** – If desired by the Advanced Water Quality Assurance Laboratory (AWQAL), the R&D Department will assist in
implementation of a bacteriophage testing facility, including staff training, setup and quality control assessment.

VI Staff Addition Needed for FY 2013-14
None.

VII Future Issues
♦ Evaluation of new technologies capable of improving water reclamation efficiency by being integrated into the AWPF facility, including:
  o Sensing methodologies capable of real-time or near-real time assessment of the RO and AOP barriers to contaminants of public health concern.
  o Next generation MF and RO membranes for the AWPF.
  o New or improved AOP methodologies (e.g., catalytic AOPs).
  o New chemical treatment techniques capable of enhancing MF and RO effectiveness and reducing operating costs.

♦ Evaluation of new methodologies capable of enhancing recharge efficiency, including
  o Implantable remote sensing systems to monitor distribution of percolation in recharge facilities.
  o Basin cleaning methodologies capable of enhancing basin performance, including deep basin BCVs and “self-cleaning” groundwater recharge systems (e.g., cross-flow systems).

♦ Evaluation of new and novel methods of surface and groundwater quality assurance, including:
  o Molecular biological methodologies for virus and bacterial pathogen detection.
  o New solid-state, real-time detection methodologies for biological and chemical species of public health concern.
  o Water treatment technologies for improvement of SAR water quality prior to infiltration.
  o Long-term effects of GWR System product water recharge on the groundwater basin.

** Legacy grant funded projects or projects with guaranteed funding
* Projects with potential for grant funding
Summary Information

Existing Staff - 13.5 FTE

1 – Chief Hydrogeologist
1 – Principal Engineer
2 – Principal Hydrogeologists
2 – Senior Hydrogeologists
2 – Hydrogeologists
1 – GIS Coordinator
1 – Senior GIS Analyst
1 – GIS Analyst
1 – Environmental Specialist/Data Analyst
1 – Maintenance Technician
0.5 – Administrative Support Specialist (shared with Regulatory Affairs)
**Mission**

Define the physical characteristics of basin aquifers, determine groundwater flow pathways, and provide analyses and recommendations necessary to manage groundwater production, recharge, groundwater quality protection and remediation, seawater intrusion, and water levels within the Basin.

**Key issues for 2013-14**

- Construct pipelines, injection wells, and treatment plant for the North Basin Groundwater Protection Project.
- Increase capacity of the Alamitos Seawater Barrier by installing additional injection wells to control seawater intrusion.
- Implement remediation projects to contain and remove MTBE at selected sites.
- Implement remediation projects to contain and remove chlorinated volatile organic compounds and perchlorate in the South Basin area.

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**FY 2013-14 Major New Initiatives/Programs**

- Pending approval of CEQA and a Geologist’s/Engineer’s Report, staff proposes to proceed with installation of up to 17 injection wells to increase the capacity of the Alamitos Seawater Barrier. The need for these wells was demonstrated by the finding of seawater intrusion between existing injection wells from monitoring wells and corroborated with a groundwater flow model. Staff also proposes to install 4 monitoring wells to monitor the performance of the additional injection wells.
- With the remedial investigation using CPT borings nearing completion, staff plans to proceed with preparing CEQA documentation and a Geologist’s/Engineer’s Report to implement several groundwater remediation systems to contain and remove chlorinated volatile organic compounds and perchlorate in the South Basin area.
- With the remedial investigation using CPT borings nearing completion, staff plans to proceed with preparing CEQA documentation and a Geologist’s/Engineer’s Report to implement groundwater remediation systems to contain and remove MTBE at selected locations within the basin.
II Core Activities

The objectives of the Hydrogeology group are to define the physical characteristics of basin aquifers, determine groundwater flow pathways, and provide analyses and recommendations necessary to manage groundwater production, recharge, quality, and water levels within the basin. Core functions include:

♦ Groundwater level monitoring and calculation of basin storage, including support for the Annual Engineer’s Report.
♦ Refinement and operation of the basin groundwater flow model used to evaluate the effects of basin management alternatives, proposed well fields, recharge projects, and pumping variations.
♦ Evaluation of the Talbert and Alamitos seawater barrier performance.
♦ Evaluation of seawater intrusion in the Bolsa and Sunset gaps.
♦ GIS map production and database support for projects, planning, reports, and presentations.
♦ Enhancement and maintenance of the Water Resources Management System (WRMS).
♦ Technical support and assistance for the groundwater producers.
♦ Preparation of the monthly Water Resources and annual Santa Ana River Watermaster reports. Funds for contracting with the U.S. Geological Survey to collect SAR flow measurements are budgeted annually. These measurements are essential for preparation of the Watermaster reports, storage operations at Prado Dam, and calculation of recharge volumes.
♦ Basinwide water level monitoring program of over 200 wells and trend analysis.
♦ Review and evaluation of site-specific groundwater contamination investigations and cleanups overseen by regulatory agencies.
♦ Hydrogeologic analysis of recharge project feasibility studies.
♦ Evaluation of RA/BEA exemption requests.

III Non-core Activities

None

IV Group Goals for 2013-14

The following programs are highlighted as major activities encompassed within or in addition to the core group activities listed above:

North Basin Groundwater Protection Project – Staff anticipates proceeding with construction of the water conveyance pipelines, 12 injection wells, and treatment facility.
South Basin Groundwater Protection Project – Staff will prepare CEQA documents and a Geologist’s/Engineer’s Report to implement remediation systems to contain and remove chlorinated VOCs and perchlorate contamination.

MTBE Investigation and Remediation – Staff will prepare CEQA documents and a Geologist’s/Engineer’s Report to implement remediation systems for MTBE contamination.

WRMS and Basin Model Upgrades – Maintenance and upgrades to the Water Resources Management System (WRMS) and basin flow model are performed primarily by in-house staff with next year’s goal to upgrade the GIS and database software to the faster 64-bit Windows operating system. The basin model will also be transitioned to a Windows PC version with an extended calibration period.

Alamitos Gap Seawater Intrusion – Anticipated activities include construction of 17 injection wells and 3 monitoring wells to strengthen the Alamitos Barrier.

Sunset Gap Seawater Intrusion – Based on data from two recently-installed monitoring wells indicating a saline groundwater plume beneath the Naval Weapons Station Seal Beach, staff proposes construction of 4 new and 2 replacement monitoring wells to investigate the extent of seawater intrusion.

Newport Mesa Hydrogeologic Characterization – Staff proposes construction of up to 10 multi-depth monitoring wells to investigate the hydraulic connection between the Shallow and Principal aquifers in the area south of the 405 Freeway. This includes the conversion of an existing inactive well owned by UC Irvine at the San Joaquin Marsh.

Litigation Support – Provide data, analytical support, and testimony as needed for the MTBE, North Basin, and South Basin cost recovery actions.

Basin Hydrogeologic Characterization – Refine/update basin-wide geologic cross-sections based on substantial amounts of new data collected since 2000. Cross sections are routinely used in a variety of basin analyses, including water quality evaluations and designing new production wells.

V Pending Activities

Major activities not being conducted include:

♦ Construct six shallow monitoring wells along the margins of the basin to better quantify incidental recharge and storage change in the shallow aquifer system.
♦ Prepare report documenting the construction and calibration of the basin model.
♦ Develop and manage well closure program, including location and identification of abandoned wells.

VI Staff Addition Needed for FY 2013-14

None
VII Future Issues

In the next two to three years, issues involving the Hydrogeology group that the District will need to consider include:

- Long-term expansion alternatives of the Alamitos Seawater Barrier
- Evaluation of seawater intrusion control alternatives in Sunset Gap
- Operation and monitoring of the North Basin Groundwater Protection Project
- Construction and operation of South Basin Groundwater Protection Project and MTBE remediation systems
- Continued maintenance and evaluation of aging monitoring well network, including plans for refurbishment and replacement as necessary
REGULATORY AFFAIRS

Summary Information

Existing Staff – 2.5 FTE

1 – Assistant General Manager – Water Quality & Regulations
1 – Regulatory Affairs Director
0.5 – Administrative Support Specialist (shared with Hydrogeology)

Mission

Help to assure reasonable regulation of District projects and programs through interface with regulatory agencies, acquisition of necessary permits, and implementation of water quality monitoring and research programs to support district goals and compliance with regulatory requirements.

Key issues for 2013-14

♦ Coordinate preparation and submittal of 2013 GWRS Annual Report and 2012-13 annual SAR Water Quality Report
♦ Lead preparations for the 2012 annual meetings of the NWRI Independent Advisory Panels for the GWRS and SAR Monitoring
♦ Amend RWQCB Permits for GWRS and GAP to allow for GWRS Initial Expansion, use of IRWD MWRP influent, long-term use of Demonstration Mid-Basin injection well, and non-potable GWRS connections, seeking reduced monitoring and more flexible operating requirements
♦ Begin permitting efforts for new La Palma basin for GWRS water recharge
♦ Begin permitting effort for additional mid-Basin injection well sites (e.g., ARTIC site) to recharge GWRS water
♦ Continue SARI Line Reclamation Feasibility and Regulatory Acceptance studies in support of Final GWRS Expansion
♦ Continue to manage and support laboratory investigation of GWRS water post-recharge/injection water quality dynamics with Stanford University, with an emphasis on limiting/reducing the mobilization of metals.

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I FY 2013-14 Major New Initiatives/Programs

Plan, develop, and implement a Plant Enhancement Working Group (PEWG), a new internal multi-department working group focused on new ideas and enhancements to improve GWRS operational efficiency and water quality. Analogous to the existing Recharge Enhancement Working Group (REWG) that seeks to improve the performance of the District’s recharge facilities, the PEWG will be a forum to facilitate cross-departmental collaboration and help prioritize the District’s shorter-term optimization efforts and longer-term research needs related to GWRS.

Facilitate the collaboration between District and the ReNUWIt National Science Foundation (NSF) Engineering Research Center (ERC) on research projects of mutual interest, including the design and implementation of an experimental pilot wetlands treatment at Prado. The purpose of the Prado research project is to test out alternative methods of wetlands treatment leading to enhanced water quality with lesser operations & maintenance requirements.

II Core Activities

The Regulatory Affairs Group is primarily responsible for the District’s permits with the RWQCB, the DPH and the Orange County Health Care Agency (OCHCA) and assuring compliance with all monitoring and quality requirements.

Core activities include:

♦ Manage Water Quality and Technology Group, which includes the Laboratory, Water Quality, Regulatory Affairs, and Research & Development.

♦ Obtain permits and negotiate conditions for District projects and facilities from health and regulatory agencies; RWQCB, CDPH, OCHCA

♦ Assure compliance with permit conditions, including monitoring and reporting to regulatory agencies

♦ Continue to support Engineering Department with management of Demonstration Mid-Basin Injection Project, with an emphasis on data collection during post-construction testing to support development and permitting of a future full-scale project
Coordinate with NWRI on management of Independent Advisory Panels appointed for GWRS and SAR monitoring

Evaluate recommendations from the NWRI GWRS Independent Advisory Panel (IAP) and prioritize implementation

Review sampling and analysis for the Santa Ana River and follow up on recommendations from the SARWQH Study and the SARMON NWRI IAP.

Serve as primary liaison between with the SAWPA Emerging Constituents Workgroup

Development and ongoing review of water quality sampling and analysis associated with the pilot testing of Passive System and Cloth Filter-based SAR Sediment Removal projects

Participate in optimization process for GWRS to improve treatment efficiency and product water quality

Coordinate between OCWD Laboratory, OCSD Laboratory and OCSD Source Control to identify compounds of concern for regulation by the Source Control Program, including testing needs and concentration limits

Coordinate with OCWD and OCSD Operations staff to improve understanding of links between secondary treatment and GWRS product water quality

Coordinate with regulatory agencies and other water agencies regarding monitoring requirements for CECs

Provide consultation to other OCWD groups (e.g., Public Affairs), MWDOC, and the groundwater producers on water quality, health and regulatory issues affecting District projects or programs

Assist in review and development of legislation regarding water quality requirements and reclamation

Evaluate requests for OCWD participation, collaboration, and/or contribution to external research centers and/or projects

Manage and coordinate OCWD participation in external research projects with in-kind commitments of providing water quality samples, historical data, and review of draft reports

Assist Public Affairs staff with the development and review of technical information to be included in District brochures and the enhanced hallway panels, kiosks, and displays

III Non-Core Activities

Non-core activities (secondary priority compared to core activities) conducted by the Regulatory Affairs include:

Serve on NWRI Board, WateReuse Research Foundation (WRF) Board, Water Research Foundation (formerly AWWARF) Tailored Collaboration Review Committee, Southern California Salinity Coalition Board, Industrial
Advisory Board of ReNEWIt NSF ERC, and as OCWD liaison with Water Environment Research Foundation (WERF)

♦ Participate in Expert Panels for NWRI regarding water recycling and reuse projects planned by other agencies
♦ Actively participate as OCWD representative on Orange County Chapter of WateReuse California
♦ Serve on Project Advisory Committees (PACs) for AWWARF, WERF and WRF funded projects and coordinate service of other staff on such PACs
♦ Provide presentations to Water Education Foundation and other groups regarding water quality, health and regulatory issues
♦ Assist other water agencies in addressing water quality issues related to groundwater recharge with recycled water

IV Group Goals for 2013-14

♦ GWRS and GAP Permit Amendments – Successfully amend RWQCB Permits for GWRS and GAP to allow for GWRS Initial Expansion, use of IRWD MWRP influent, long-term use of Demonstration Mid-Basin injection well, and non-potable GWRS connections, seeking reduced monitoring and more flexible operating requirements
♦ GWRS Annual Report – Manage preparation of the annual report to regulatory agencies on the sixth year performance of GWRS and results from testing required by the permit
♦ Supplement to GWRS Annual Report - With the assistance of the Water Production and Water Quality Departments, prepare supplement as requested by NWRI GWRS Independent Advisory Panel
♦ Santa Ana River Monitoring – Manage the water quality sampling and analysis for the SAR in follow up to the SARWQH Study and the recommendations of NWRI’s SAR Monitoring Advisory Panel, and prepare the 2012-2013 SAR Water Quality Report
♦ Demonstration Mid-Basin Injection – Evaluate post-construction data collection and analysis for full-scale project development and permitting
♦ Full-Scale Mid-Basin Injection – Support property acquisition activities
♦ GWRS Water Stabilization Studies – Support contracted Stanford University researcher performing laboratory studies by providing soil and water samples, GWRS water quality data, and recharge basin/injection well operational information; review interim results and draft reports, and otherwise direct research to obtain GWRS operation parameters, especially for post-treatment stabilization to limit and/or reduce aquifer metals mobilization.
♦ Enhanced GWRS Source Control – Continue to coordinate with OCSD on the development and implementation of a formal Response Plan to prevent contaminants from adversely affecting GWRS as a part of OCSD’s commitment to enhanced source control efforts
♦ North Basin Groundwater Protection Project – Provide technical support for the North Basin Groundwater Protection Project and guidance relative to regulatory requirements for recharge of product water

♦ South Basin Groundwater Protection Project – Provide technical support for the South Basin Groundwater Protection Project and guidance regarding regulatory alternatives for cleanup and reuse of contaminated groundwater

♦ Laboratory Groups - Since monitoring needs exceed resources in Water Quality and Laboratory Groups, programs and projects must be evaluated and prioritized

♦ R&D for District Critical Needs – Coordinate the Research & Development Department efforts with the most critical research needs for the District, including recharge enhancement, MF/RO optimization, UV-AOP optimization and microbial characterization of SAR recharge waters.

V Pending Activities

Major activities that are not being implemented include:

♦ Develop annual water quality report card on the groundwater basin
♦ Develop more comprehensive water quality testing program to assure adequate data for assessment of emerging contaminants, threats to producer wells and seawater intrusion
♦ Water Center – Assist NWRI, OCWD and OCSD in development additional educational and interactive materials regarding water quality, water resource management, and water reuse

VI Staff Addition Needed for FY 2013-14

None

VII Future Issues

In the next one to three years, issues that the District will need to consider include:

♦ Evaluation of obstacles to the use of water from OCSD Plant No.2 (and SARl line) as a source water for GWRS
♦ Evaluation of new technologies to enhance treatment in the GWRS and to improve energy efficiency and reduce chemical costs.
♦ New and more stringent drinking water standards for contaminants like perchlorate, hexavalent chromium, arsenic, and disinfection by-products of new concern.
♦ Possible applications of groundwater recharge regulations to the use of SAR water for recharge.
♦ Enhanced monitoring and possible treatment requirements for the discharge of brine to the OCSD outfall associated with GWRS
♦ Expanded source water assessment obligations that could include the entire SAR watershed and all potential contaminating activities in the watershed.

♦ Working with CDPH to obtain approval to ramp up GWRS from 75 percent recycled water to 100 percent recycled water in the Anaheim Forebay, eliminating need to account for blending with SAR stormflow and imported waters
Summary Information

Existing Staff – 3 FTEs

1 – Wetlands Operation Supervisor
1 – Senior Heavy Equipment Operator
1 – Heavy Equipment Operator

Mission

♦ Operate and maintain the Prado Wetlands to provide natural water quality treatment of Santa Ana River flows behind Prado Dam.
♦ Provide operational oversight and maintenance of district property within the Prado Basin.
♦ Provide logistical and operational support for research activities.
♦ Provide operational support for Natural Resources division.
♦ Coordinate operations with tenant recreational use.

Key Issues for 2013-14

♦ Implement operational strategy to maintain optimal treatment retention time.
♦ Implement pond E-4 reconfiguration for OCWD collaborative project with the Engineering Research Center.
♦ Continue to implement improvements to ponds, conveyance channels, and SAR levee infrastructure.
♦ Implement replacement of California bulrush with alkali bulrush in pond E-1.
♦ Develop and implement pheasant field and surrounding levee structure grading and vegetation plan.
I FY 2013-14 Major New Initiatives/Programs

♦ Adjust operational strategy by de-watering designated ponds to maintain optimal treatment retention time due to reduced SAR baseflow.
♦ Implement pond E-4 reconfiguration for OCWD collaborative project with the Engineering Research Center.
♦ Coordinate legal and geological analysis to determine the feasibility of pumping 5,000 af/y from the Chino basin.
♦ Introduce alternative species of bulrush, *Schoenoplectus maritimus* in pond E-1 and monitor growth cycle.
♦ Implement outfall and access road improvements to mitigate impact of nuisance flow from River Road Bridge culvert onto district property.
♦ Implement vegetation management strategy which uses newly acquired deck mower to harvest vegetation in de-watered ponds.

Core Activities

The Wetland Operations group is primarily responsible for the management and operation of the wetland facilities that provide natural water quality treatment of SAR flows behind Prado Dam. The group also supports the Natural Resources group by providing operational oversight and maintenance of OCWD property within the Prado Basin.

Core activities include:

♦ Provide natural water treatment of SAR flows through constructed wetlands in the Prado Basin;
♦ Evaluation of water quality parameters to optimize wetlands operations for maximum nitrate removal;
♦ Maintenance of the levees, roads and conveyance piping within the wetlands;
♦ Reconstruction of earthen structures and conveyances following storm events to ensure 50 percent of river flows through wetlands;
♦ Support of district approved research projects.
II Non-Core Activities

Non-core activities conducted by the Wetlands Operations group include:

♦ Oversight and operational support of wetlands research projects.
♦ Collection and analysis of pond water quality data.
♦ Establishment and monitoring of alternative vegetation in pond E-1.
♦ Support of the District’s education and outreach program by providing tours of the wetlands system.
♦ Support of volunteer functions, such as open houses and group tours.

III Group Goals for 2013-14

Implement Operational Strategy for Optimal Water Treatment Retention Times:
Adjust ponds operations to de-water approximately 100 acres of ponds to reduce system volume thus maintaining optimal treatment retention time due to reduced SAR baseflow.

Modify Vegetation Management Techniques:
Use OCWD equipment to mow dry vegetation in de-watered ponds.

Implement Pond E-4 Reconfiguration for Collaborative Research Project:
Modify pond topography and install hydraulic infrastructure per design specifications in support of proposed research project with the Engineering Research Center.

Improvements to Wetlands Infrastructure:
- Install conveyance by-pass pipe and valve at Pond E-1
- Re-build access crossing at sewage plant outfall.
- Grade and repair levees in and around pheasant field.

Implement River Road Bridge Outfall and Access Road Improvements:
Construct extension apron at Road Bridge culvert to divert nuisance street runoff flow from Bluff Street mitigation area.

Introduce Alternative Species of Bulrush:
Colonize internal levees in Pond E-1 with Schoenoplectus maritimus and monitor growth cycle.
Investigate feasibility of pumping 5,000af/y of groundwater from the Prado Basin:
Determine the geological and legal aspects of pumping deepwell groundwater from the basin as outlined in the 1969 judgment.

IV Activities Not Being Addressed Due to Insufficient Resources
Major activities that are not being conducted include:
♦ Re-establishment of damaged or destroyed monitoring wells to determine the movement of groundwater under the wetland ponds.
♦ Establish SAR streambed gauging station at River Road Bridge.

V Pending Activities
Major activities that are not being implemented include:
None

VI Staff Addition Needed for FY 2013-14
None

VII Future Issues
In the next one to two years, issues the District will need to consider include:
♦ Replacement of non-tier 3 compliant equipment at Prado which includes a dump truck and a D-6 Bulldozer.
♦ Replacement of diversion channel control structure
Existing Staff – 61 FTEs

1 – Executive Director of Operations
1 – Director of Water Production
1 – Administrative Support Specialist
1 – Principal Process Specialist
4 – Supervisors (Operations Manager, GWRS Program Manager/Process Manager, Process Control & System Manager and Maintenance Manager)
18 – Operators
14 – Maintenance Technicians
1 – Vehicle and Equipment Technician
2 – Utility Maintenance Technicians
2 – Maintenance Scheduler/Planners
1 – Material and Chemical Management Technician
7 – Instrumentation & Electrical Technicians
2 – Process Control System Programmers
1 – Chemist
1 – Principal Hydrogeologist
3 – Senior Distribution Technicians
1 – Distribution Technician

Mission

Operations and maintenance (O&M) of the GWRS Advanced Water Purification Facility (AWPF) and Green Acres (GAP)

Key Issues for 2013-14

♦ Maximize operation of GWRS processes to:
  ▪ Produce 70,000 acre feet of water.
  ▪ Work with GWRS Initial Expansion contract to reduce plant downtime as a result of construction activity.
  ▪ Send all non-barrier production to Miraloma and Kraemer/Miller basins.
  ▪ Reduce the water treatment unit cost by spreading the system’s fixed costs over the maximum possible production.

♦ Reduce GWRS processing costs through:
  ▪ Optimization of MF backwash and cleaning regimes.
  ▪ Optimization of RO cleaning regimes.
  ▪ Optimization of RO acid and antiscalant addition to reduce cost and prevent scaling or RO membranes in 3rd stage of RO units.
- Continue to work on goal of reducing sulfuric acid use for RO treatment with a goal of saving up to $1,600,000 per year.
- Effective procurement and use of chemicals.
- Energy use reduction, load shifting to less expensive nighttime hours where possible, and participation in demand response programs that offset the cost of electricity and look at Direct Access of energy.
- Lifespan extension of both MF and RO membranes.
- Continue efforts to maximize UV lamp life to 12,000 hours.
- Purchase 2,100 RO membrane elements for RO AO1 and AO3 and use the older membranes to replace the 3rd stage RO membranes in other RO subunits.

♦ Manage GWRS assets by:
- Continued implementation of a robust preventative maintenance program using the Maximo computerized maintenance management system (CMMS).
- With 5 years of experience operating the GWRS update the work plans in the CMMS based on maintenance and operation experience.
- Continued development of staff capabilities to make both minor and major mechanical and electrical repairs on equipment and facilities. These internal capabilities assure fast response, quality repairs and lower cost.
- Delivery of non-corrosive water into distribution system by effective lime post treatment with confirmatory testing.
- Protection of injection wells by delivery of particle free water.

♦ Support the initial expansion of the GWRS by:
- Providing program and construction management staff support.
- Oversee construction contractor and construction manager’s day to day activities.
- Coordinate construction efforts against the need to maintain daily operations of the GWRS.

<table>
<thead>
<tr>
<th>Account Information</th>
<th>FY 2011-12 Actual</th>
<th>FY 2012-13 Budget</th>
<th>FY 2013-14 Proposed Budget</th>
</tr>
</thead>
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<td>Salaries and Benefits</td>
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<td>Services and Supplies</td>
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<td>$23,628,548</td>
<td>$23,410,594</td>
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</table>
I  FY 2013-14 Major New Initiatives/Programs

♦ Continue to monitor changes in the MF membrane backwash and cleaning intervals to increase process efficiency and production.

♦ As the RO membranes age, investigate methods to effectively clean them extend their life to 5 years without reducing salt rejection effectiveness and to control energy use.

♦ Develop key performance factors that help identify and predict MR and RO membrane end of life conditions.

II  Core Activities

♦ O&M of the 70 mgd GWRS AWPF.

♦ O&M of the GAP treatment plant.

♦ GWRS engineering and research aimed at maintaining and optimizing treatment plant performance and the Talbert Barrier.

♦ Administering the joint OCWD & OCSD GWRS Steering Committee meetings.

♦ Oversee the development & construction of the initial expansion of the GWRS.

♦ Facilitate monthly OCWD and OCSD Joint Operation Committee meetings.

III  Non-Core Activities

♦ Participate in technology transfer on advanced treatment with other water districts, consultants, and public agencies.

♦ Provide technical support on various wellhead treatment systems throughout Santa Ana Watershed.

♦ Provide technical support as needed to the Water Quality, Engineering, Hydrogeology, and Health and Regulatory Departments.

♦ Provide facility maintenance support for OCWD’s Fountain Valley facilities.

♦ Provide support to set up meetings and events.

♦ Provide instrumentation and electrical support to OCWD’s recharge and Prado operations.

♦ Provide data collection and monitoring support for the Research & Development Department.

♦ Provide technical updates and participate in meetings with the GWRS Independent Advisory Panel.

♦ Provide assistance with GWRS tours for the Publics Affairs Department as necessary.
IV Group Goals for 2013-14

GWRS –
1. Produce up to 70,000 acre feet of water for recharge and injection.
2. Continue efforts to control net production cost to less than $500 per acre foot.
3. Continued development of the Enterprise Asset Management System including the CMMS for the GWRS.
4. Continued development of data bases to help staff monitor the individual process performance of the MF, RO and UV treatment systems.
5. Oversee the successful construction of the Initial Expansion of the GWRS.

GWRS Engineering/Research Center –
1. Provide bench and pilot scale evaluations of major process changes before implementation in the full scale GWRS.
2. Evaluation of the MF and RO operating strategies, cleaning protocols, and chemical usages to increase production, reduce operating cost, and extend asset life.
3. Evaluate commercially available RO technology and membranes in anticipation of future large scale replacements.
4. Evaluate the impact of feedwater quality on MF and RO membrane performance and Talbert Barrier wells through the operation of various remote membrane/filter monitoring systems.
5. Provide support as needed to the OCWD lab, R&D, and other District departments.
6. Support the science, technology and practice of water reuse through providing researchers site access to conduct studies funded by the WateReuse Research Foundation and others.
7. Participate in technology transfer initiatives, including serving as project advisors and presenting information at conferences and symposiums.
8. Continue collaborating with membrane manufacturers such as Dow FilmTec and others to establish an application center to streamline the testing of the very latest membrane technology.

OCSD –
1. Continue to coordinate joint operations meeting discussing OCSD plant operations and source control.
2. Operate the interim primary backwash water flow equalization project with OCSD staff.
3. Coordinate outages to OCSD and OCWD plant processes as a result of the construction of the Initial Expansion of the GWRS.
CDPH and the RWQCB —
1. Work with District staff to prepare an Annual Report on the GWRS operation.
2. Assist the Health and Regulatory department in amending the current permits to include the Initial Expansion of the GWRS.
3. Provide data and research findings as appropriate to support the sound establishment of regulations, such as the CDPH Groundwater Replenishment Reuse regulations currently in development.

Talbert Barrier —
1. In conjunction with the barrier staff continue evaluating the corrosivity and injection well fouling propensity of the GWRS finished product water.

V Pending Activities

Begin the task of preparing the O&M staff to operate the new GWRS Initial Expansion Facilities

VI Staff Addition Needed for FY 2013-14

None

VII Future Issues

In the next two years, issues the District will need to consider include:
1. Support the construction of the Initial Expansion of the GWRS.
2. Optimization of the GWRS AWPF treatment process to lower operational costs.
3. Develop MF and RO membrane replacement strategies.
4. Process optimization and adjustment of preventative maintenance requirements as necessary.
5. Continue forward-looking review of water treatment technologies and opportunities to optimize current GWRS membrane and advanced oxidation treatment processes.
6. Continue to monitor energy issues such as Co-Generation to ensure the lowest possible power expenditures for the GWRS.
7. Operations of the GWRS and GAP Treatment Facilities with variable water quality from OCSD as they continue with facility construction.
8. Develop staffing plan and needs for the GWRS Initial Expansion.
Summary Information

Existing Staff - 22FTEs

1- Field Headquarters Manager
1- Sr. Administrative Support Specialist
1- Field Headquarters Operations Supervisor
1- Field Headquarters Maintenance Supervisor
1- FHQ Inventory Control Specialist
1- Recharge Operations Supervisor
1- Recharge System Operator
2- Assistant Recharge System Operators
3- Field Maintenance Technicians
2- Heavy Equipment Mechanics
6- Heavy Equipment Operators
2- Grounds Maintenance Technicians

Mission

Replenish the Groundwater Basin by operating the District’s surface water recharge facilities in the cities of Anaheim and Orange and managing the Prado Dam conservation pool.

Key issues for 2013-14

♦ Operating recharge system while accommodating construction projects that replace aging infrastructure and improve our recharge capacity. Projects include:
  ♦ Optimize and design replacement weirs 1&2 and flume/weir in Desilting system.
  ♦ Monitor effectiveness of Lakeview Transfer Refurbishment Project and install adjacent transfer pipe to safely increase transfer capability.
  ♦ Geotechnical survey of Santiago Pits to evaluate slope stability.
  ♦ Continue with inspection of Santiago Pipeline to determine integrity.
  ♦ Design of Santiago basin intertie.
  ♦ Construction of Fletcher Basin; including turnout to SAR from RiverView.
  ♦ Complete Forebay camera system for Operations and Security.
  ♦ Evaluate status of aging infrastructure and equipment and develop a well-defined and measured program of upgrades and replacements.
  ♦ Managing vegetation in a manner that accommodates both the seasonal habitat needs of nesting birds and the use of the land for groundwater recharge.
  ♦ Incorporating the new Miraloma Basin into recharge operations.
♦ Reshape sides of Riverview and La Jolla to improve cleaning operations

<table>
<thead>
<tr>
<th>Account Information</th>
<th>FY 2011-12 Actual</th>
<th>FY 2012-13 Budget</th>
<th>FY 2013-14 Proposed Budget</th>
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<td>Salaries and Benefits</td>
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<td>1,769,700</td>
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<td><strong>$4,282,301</strong></td>
<td><strong>$4,178,895</strong></td>
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</table>

I FY 2013-14 Major New Initiatives/Programs

♦ None

II Core Activities

The Recharge Operations group is responsible for replenishing the groundwater basin by operating and maintaining the surface water conveyance system, storage and recharge facilities and managing the conservation pool behind Prado Dam.

III Non-Core Activities

♦ Comply with environmental regulators while performing core activities.
♦ Supporting District’s education and outreach program by providing tours of the District’s recharge system.
♦ Providing data and information to outside agencies and organizations.
♦ Support selected research and development efforts aimed at improving recharge capacity.

IV Group Goals for 2013-14

Optimize capture of Santa Ana River base flows.
Maximize diversion and capture of storm flows.
Maximize recharge based on available supplies while simultaneously accommodating maintenance and construction. - Specific constraints in FY2013-14 include several planned construction and repair projects.
Manage vegetation in a manner that complies with regulatory requirements without hampering recharge efforts. Regularly meet with Natural Resources to develop a program to manage vegetation so that recharge efforts, particularly during the nesting season, are not hampered.
Increase the ability of the recharge system to efficiently divert storm flow. With declining SAR base flows, it is critical to increase the diversion of peak storm flows. This can be done by pre-season draining and/or cleaning of receiving basins, upgrade of trash racks to increase maximum diversion capacity, and increase capture in Warner system during peak events to alleviate the rate limiting constraint in the Warner Transmission pipeline.
Evaluate status of infrastructure and adopt the same computerized maintenance management program (MAXIMO) now in use at the GWRS. Use the new tool to improve Preventative Maintenance (PM) procedures and tracking of all maintenance activities.

V Pending Activities

Work with Engineering on design of new LaPalma basin.

VI Staff Addition Needed for FY 2013-14

None

VII Future Issues

♦ Continue to retrofit and replace selected heavy equipment in compliance with new diesel emissions regulations. The cost of equipment upgrade and replacements is substantial. R&R fund reserves have therefore been identified and set aside to accommodate this long term compliance program.

♦ Rehabilitation of the deep recharge basins, namely Anaheim Lake, Kraemer Basin and Warner Basin, will be required to sustain their percolation capacity and improve poor drainage that has been caused by years of sand removal from the basin bottoms and the accumulation of clogging material in the basin sidewalls. Data is currently being collected to assess the scope of rehabilitation and potential costs.

♦ Assisting with work required to comply with the Regional General Permit (RGP). This work will consist of earthwork in Conrock Basin and Mills Pond and other areas to make them suitable for the required mitigation.

♦ Evaluate the technical and economic feasibility of sand washing plant

♦ Compliance with CARB on-road emission requirements

♦ Evaluate the technical and economic benefit of laser system for motor grader

♦ Add sand and re-grade basin bottoms for improved pump drainage

♦ Replacement of ageing rolling stock
Section 4
Debt Service Fund
DEBT SERVICE

The District uses debt to fund capital projects approved by the Board. The purpose of the Debt Service is to budget and set aside monies necessary to make principal and interest payments on the District’s short and long-term debt.

Total gross debt service payments are budgeted at $30,971,660 for FY 2013-14 as shown on Table 1. This amount also reflects estimated revenues and payments related to the District’s swap transactions. The components of the budgeted debt service payments are as follows:

- $12.90 million for fixed rate debt;
- $3.89 million for variable rate debt;
- $1.16 million net swap payment;
- $8.50 million for low interest State Loans;
- $3.50 million for GWRSIE State Loan reserve fund;
- $1.02 million for debt administration.

In November 2002, the Board approved a comprehensive long-term debt program with a number of goals including:

- To provide funding for the GWR System and other capital projects;
- To provide the lowest cost of funds;
- Take advantage of low interest rates and the District’s variable rate debt capacity; and
- Provide the lowest predictable RA

In FY 2007-08 the Board adopted an updated Plan of Finance which provided for repaying some of the District’s highest cost fixed rate debt using low interest state loan reimbursement monies and for execution of two interest rate swap transactions. The overall impact on the District’s debt structure was to lower the District’s overall cost of debt outstanding; reduce the District’s variable rate exposure using an interest rate swap; and reduce the duration of the existing debt outstanding by approximately two years.
The District’s policy of using long-term debt to fund capital projects was established in October 2000 and calls for the following:

- Preliminary project expenses related to direct research are to be paid from the General Fund and cannot be financed with long-term debt;

- Project expenses for such items as feasibility reports, pilot studies, engineers reports, compliance with CEQA and project design and construction may be capitalized and funded with long-term debt; and

- Project expenses that are capitalized and funded with long-term debt and which do not lead to construction of a project will require an adjustment by the Accounting Department to pay off the long-term debt incurred using cash reserves.
### TABLE 1
**DEBT SERVICE BUDGET**
**FY 2013-14**

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<tr>
<th>Certificates of Participation</th>
<th>Principal</th>
<th>Interest</th>
<th>Administration</th>
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<th>Outstanding Debt Balance</th>
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<td>(4)</td>
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<td>2005B COP fixed rate</td>
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<td>$0</td>
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<td>$28,670,000</td>
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<tr>
<td>2009A COP fixed rate</td>
<td>$570,000</td>
<td>$6,417,350</td>
<td>$0</td>
<td>$6,987,350</td>
<td>$127,890,000</td>
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<tr>
<td>2003A COP variable rate</td>
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<td>$3,894,450</td>
<td>(1)</td>
<td>$0</td>
<td>$3,894,450</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$2,320,000</strong></td>
<td><strong>$14,474,925</strong></td>
<td>$0</td>
<td><strong>$16,794,925</strong></td>
<td><strong>$349,545,000</strong></td>
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**SWAPS - $82.55 Million**

- OCWD Payments - fixed at 3.314%: $2,735,707, $0, $2,735,707
- OCWD Revenues - .56 LIBOR plus .23% - Estimates: $(1,576,705), $0, $(1,576,705)

**State Loans**

- GAP Phase II: $257,482, $32,848, $0, $290,331, $915,671
- GWR System C-06-4462-110: $386,616, $94,465, $0, $481,082, $4,319,731
- GWR System C-06-4462-120: $159,638, $46,123, $0, $205,761, $2,179,804
- GWR System C-06-4462-130: $142,014, $39,699, $0, $181,713, $1,931,835
- GWR System C-06-4462-140: $218,722, $60,799, $0, $279,521, $2,973,409
- GWR System C-06-4462-150: $5,231,813, $1,608,261, $0, $6,840,074, $83,967,395
- GWR System C-06-4462-160: $172,076, $47,704, $0, $219,780, $2,338,580
- GWR System C-06-4463-110: $0, $3,500,000, $0, $3,500,000 (3), $41,930,387

**Subtotal** $6,568,361, $5,429,900, $0, $11,998,261, $140,556,812

**Commercial Paper Payments**

- $0, $0, $0, $0

**Debt Administration**

- $1,019,472, $1,019,472

**TOTAL EXPENDITURES**

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<td>$490,101,812</td>
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(1) Assumes 3.0% interest rate.
(2) Assumes LIBOR is equal to variable rate of 3.0%.
(3) GWR System 4463 Initial Expansion State Loan restricted reserve fund - $9.2 million required by the construction completion date of the project.
(4) Assumes a refunding of the 2003B COPs with annual savings of $450,000 in debt service.
## Debt Administration Fees
### FY 2013-14

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<tr>
<th>Fee</th>
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<tr>
<td>1 Quarterly Letter of Credit Bank Fee with Bayern LB</td>
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<tr>
<td>2 Citigroup Quarterly 2003A Remarketing Fee</td>
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<tr>
<td>3 2003A CitiBank N.A. Letter of Credit</td>
<td>$751,830</td>
</tr>
<tr>
<td>4 Annual Rating Agency Fees: Fitch, Moody's and Standard &amp; Poors</td>
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<tr>
<td>5 Bond Counsel/Financial Advisor/Arbitrage Service</td>
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</tr>
<tr>
<td>6 US Bank Trust Commercial Paper Draw Fees and Quarterly Certificate Fees</td>
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<td>7 Union Bank of California Quarterly COP Trust Fees</td>
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<td><strong>Total</strong></td>
<td><strong>$1,019,472</strong></td>
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Section 5
Other Post Employment Benefits
OTHER POST EMPLOYMENT BENEFITS

The Government Accounting Standards Board Statement 45 (GASB 45) has addressed how state and local governments should account for and report their costs and obligations related to retiree healthcare benefits. The statement generally requires employers to account for and report the annual cost and outstanding obligations and commitments for these benefits. The GASB standards require that the long-term cost of retiree health care be determined and accrued on an actuarial basis. The results of the valuations must be disclosed on the District’s financial statements.

The budget estimate below is based on the biannual actuarial study conducted for the District in October 2011 to determine the annual costs to provide the retiree medical benefit. This 2011 actuarial study will ultimately be replaced by a new report in the summer of 2013. The Board has directed funding this liability to our PARS trust per the actuarial study.

Annual Actuarial Cost for the budget year 2013-14 $1,156,344

The District’s actual cost to pay medical premiums for retired employees will be paid out of the PARS trust. This annual cost is estimated at $400,000.
Section 6
Water Purchase
WATER PURCHASE

The proposed FY 2013-14 water budget calls for the purchase of 20,000 acre-feet of Metropolitan Water District (MWD) untreated full service water to help support the recommended 70% Basin Production Percentage (BPP). By purchasing this water and recharging it into the groundwater basin, the Groundwater Producers avoid paying for treated MWD full service water which currently cost $847/acre-foot. The MWD treatment surcharge is currently $254/acre-foot ($847/af - $593/acre-foot) and is projected to increase to $297/acre-foot by January 2014. The Producers do incur about a $65/acre-foot marginal energy cost to pump this water out of the ground. However there is an overall $189/acre-foot savings ($847 - $593 - $65) to the service territory which will increase as the MWD treatment surcharge increases.

The water budget also includes $4,188,750 for purchasing 7,500 acre-feet of MWD water as part of the new Storage Incentive Program (SIP). This program is replacing the previously terminated replenishment program. The final rules and requirements for this new MWD program have not been established. However staff expects that the District will participate in the new program which is expected to be finalized sometime this calendar year. The availability of this water will likely vary from year to year. However it is staff’s intent to recommend budgeting the same amount of water annually to avoid rate spikes. Under this plan money would accumulate in the water fund during years when no SIP water was available. When SIP water was available money would also be available to maximize purchases. In staff’s judgment at this time, 7,500 acre-feet per year is the appropriate amount of water to annually budget. However it is possible this amount could be modified in future years depending upon the final rules of the new MWD program and how the District chooses to participate.

The District had $22.1 million in the water replenishment fund at the start of FY2012-13 and this amount is expected to increase to approximately $27.3 million by June 30, 2013. This increase is due to the no MWD replenishment water being available to purchase as the program was officially terminated in December 2012.

The groundwater basin accumulated overdraft is projected to be approximately 202,000 acre-feet on June 30, 2013 assuming average hydrology. These projections increase to 250,000 acre-feet after excluding the 48,000 acre-feet of water in the MWD conjunctive use program storage account. The overdraft is 125,000 acre-feet from the District’s target accumulated overdraft of 125,000 acre-feet. The general maximum desired balance in the water fund is to have sufficient funding available to be able to purchase 50% of the water needed from MWD to refill the groundwater basin to the 125,000 acre-foot target. This amounts to 62,500 acre-feet (125,000 acre-feet x 50%) which is estimated to cost $41.6 million using MWD untreated full service rate.
Estimated June 30, 2013 Accumulated Overdraft | 250,000 af
---|---
OCWD Target Accumulated Overdraft | 125,000 af

<table>
<thead>
<tr>
<th>Difference</th>
<th>125,000 af</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% of Difference</td>
<td>62,500 af</td>
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</table>

2013-14 MWD untreated full service rate including $70/af for RTS and $3/af for MWDOC charges (593+70+3) | $666/af |

Necessary water fund balance to purchase 62,500 af of water ($666/af x 62,500af) | $41.6 million |

Estimated June 30, 2013 Water Fund Balance | $27.3 Million |

The accompanying table provides a detailed summary of the Water Purchase Budget for FY 2013-14. MWD’s rates are expected to increase on January 1, 2014 by 5%. For budgeting purposes the cost per acre-foot for MWD water is an average of the existing and expected 2014 rates. The specific water purchase items in the table include:

1. Item 1 is the estimated MWD untreated storage incentive program water which would be purchased and recharged at the District’s field headquarters in the City of Anaheim.

2. Item 2 is the amount of MWD treated storage incentive water that the District would purchase by working with the participating groundwater producers.

3. The District anticipates purchasing approximately 2,000 af of water from the City of Long Beach for injection into the Alamitos Barrier. The cost of this water is $5/af above the cost of MWD Tier I water plus the Readiness-To-Serve and Capacity Charge paid by the City of Long Beach to MWD. The total cost for this water is $964/af.

4. The District has budgeted to purchase 20,000 af of untreated full service non-interruptible MWD water for recharge at the District’s field headquarters in the City of Anaheim. Purchasing this water helps support a higher Basin Production Percentage.

5. The District purchases water from the Arlington Desalter located adjacent to the SAWPA headquarters in southern Riverside. The desalter treats groundwater with high total dissolved solids and nitrate concentrations, which is sold to the City of Norco. Any surplus water is discharged into the Santa Ana River and captured and recharged by the District. The cost of this water supply is equivalent to the MWD untreated storage incentive program rate including MWDOC’s $3/af increment charge.
6. The District has a contract to purchase up to 10,000 afy of groundwater from the San Bernardino Valley Municipal Water District (SBVMWD) at $150/af. This water is discharged into the Santa Ana River and captured by the District. This water is only available when SBVMWD is experiencing high groundwater conditions which is unlikely next year.

7. The District also has a contract to purchase up to 7,000 afy of groundwater from the Western Municipal Water District (WMWD) at $150/af. WMWD has annual rights to this water, which is also located in the San Bernardino area. This water is discharged into the Santa Ana River and captured by the District. These supplies are not always available. 0 af has been budgeted.

8. The District has a contract with Irvine Ranch Water District to supply Title 22 water at no cost during the winter months, when excess water is available for distribution within the Green Acres Project (GAP) system. The GAP treatment plant is turned off during this period.

9. MWDOC charges OCWD a surcharge based upon a rolling eight-year historical average of the annual volume of replenishment water deliveries. The estimated surcharge for FY 2013-14 is $3/af. The $3/af is also added to any full service non-interruptible water that the District purchases.

10. The District incurs a Capacity Charge fee on any purchase of MWD non-interruptible water supplies (i.e., OC-44 connection supplies or untreated non-interruptible water). The Capacity Charge is administered by MWDOC and is now billed monthly to the District as a flat fee. The Capacity Charge for FY 2013-14 will be approximately $776,134.

11. The District also incurs a Readiness-To-Serve charge on any purchase of MWD treated non-interruptible water supplies (i.e., OC-44 connection supplies or untreated non-interruptible water). The fee is expected to be approximately $600,000 in FY 2013-14.

The total Water Purchase budget expense for FY 2013-14 is $20.0 million.
# Fiscal Year 2013-14 Budget for Water Purchase
## (July 1, 2013 to June 30, 2014)

### Item # | Volume (AF) | 2013-14 Unit Cost $/af | MWDOC Surcharge $/af | Total Cost Amount
--- | --- | --- | --- | ---
1 | Metropolitan (MWD) untreated Replenishment at Anaheim Facilities | 5,000 | $475.0 | $0.00 | $2,375,000
2 | MWD In-lieu Treated Replenishment | 2,500 | $725.5 | $0.00 | $1,813,750
3 | Alamitos Barriers Injection from Long Beach Water Dept | 2,000 | $964.0 | n/a | $1,928,000
4 | Untreated Non-interruptible MWD water | 20,000 | $593.0 | $3.00 | $11,920,000
5 | Arlington Desalter | 1,000 | $478.0 | n/a | $478,000
6 | San Bernardino Valley Municipal Water District | 0 | $150.0 | n/a | $0
7 | Western Municipal Water District | 0 | $150.0 | n/a | $0
8 | GAP Purchase from IRWD Intertie Water | 0 | $0.00 | | $0
9 | For MWD replenishment water deliveries, the MWDOC increment is based upon an 8-year average of previous deliveries (from MWDOC) | | $3.00 | | $150,000
10 | MWD/MWDOC Capacity Charge | | | | $776,134
11 | Readiness-to-serve charge is based upon an 4-year average of previous OC-44 connection supplies | | | | $600,000
--- | --- | --- | --- | ---
Sub-total | 30,500 |  |  | $18,514,750
--- | --- | --- | --- | ---
8 | GAP Purchase from IRWD Intertie Water | 0 | $0.00 | | $0
9 | For MWD replenishment water deliveries, the MWDOC increment is based upon an 8-year average of previous deliveries (from MWDOC) | | $3.00 | | $150,000
10 | MWD/MWDOC Capacity Charge | | | | $776,134
11 | Readiness-to-serve charge is based upon an 4-year average of previous OC-44 connection supplies | | | | $600,000
--- | --- | --- | --- | ---
Total | 30,500 |  |  | $20,040,884

## SUMMARY OF IN-LIEU PROGRAM
- In-lieu program costs: 2,500 @ $725.5 = $1,813,750
- In-lieu Revenue (average energy): 2,500 @ -$65.0 = -$162,500
- In-lieu Revenue (replenishment assessment): 2,500 @ -$266.0 = -$665,000
- Net In-lieu program costs: 2,500 @ $394.5 = $986,250

## NOTES
- Average of 2013 and 2014 rates
- MWD Replenishment program has been terminated; assumed rates for a new MWD Storage Incentive Program have been used
- Treated Non-interruptible rate to increase from $847/af to $890/af: Average is $868.50/af
- Untreated non-interruptible rate to remain at $593/af for CY 2014
- MWD/MWDOC Capacity Charge is billed monthly by MWDOC as a flat fee
- Readiness-to-serve (RTS) charge is calculated and provided by MWDOC
Section 7
Basin Equity Assessment
BASIN EQUITY ASSESSMENT (BEA) BUDGET

The objective of the BEA program as authorized by Section 31.5 of the Orange County Water District Act is to make possible more effective management of the groundwater basin, and to equalize water costs within the District.

BEA collections for FY 2013-14 are estimated at $1,750,000, which applies to pumping in excess of the basin production percentage (BPP). The District sets the BEA based upon the price of Metropolitan Water District water.

BEA revenue is used to offset the cost of MWD replenishment water. Predicting BEA revenue is difficult as it is determined by: (1) groundwater producers who decide to pump above the BPP; (2) groundwater producers participating in water quality projects that receive partial BEA exemptions for pumping above the BPP; and (3) smaller private party pumping.

BEA revenues expected for pumping above the BPP $1,750,000
Section 8
Capital Improvement Program

Debt and PAYGO Funded Projects
CAPITAL IMPROVEMENT PROGRAM

The fiscal year (FY) 2013-14 Capital Improvement Program (CIP) is provided on the following pages. The CIP projects are funded by debt proceeds, grants, litigation settlements, state loans and $5 million from operating revenues. The assets created by the CIP projects typically have a useful life of between five to seventy years.

The total proposed CIP cost for the FY 2013-14 budget is $65.57 million and it includes 21 projects. The life span of various CIP projects varies from project to project and it can be three years or longer. The District will fund $5 million of the $65.57 million dollar CIP budget from the operating revenues. This District practice is very useful in keeping the debt service cost to the minimum and maintenance coverage targets.

The CIP is primarily driven by the following objectives: (1) increasing the District’s recharge capacity to allow for increased sustainable production out of the groundwater basin; (2) protecting water quality by removing contaminated groundwater from the basin and providing additional wetlands treatment for Santa Ana River flows; and (3) protecting the coastal portion of the groundwater basin.

Budgeting of project expenditures does not authorize staff to proceed with a project. Each budgeted project must be individually reviewed and formally approved by the Board via the preparation of an Engineer’s Report. In addition, the Board would need to approve the design and the construction contracts as/if the project progresses forward.

The expenditures for each project are shown in the fiscal year they are anticipated to occur in. The District has many multi-year projects that require several years to process and construct. Table 8-1 provides a broad summary of the projects in the CIP. A brief description and status of each project are provided on the attached Capital Projects Information sheet.

| TABLE 8-1 |
| Summary of Projects in Capital Improvement Program |

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>OBJECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>WATER SUPPLY</td>
<td>PROVIDE FOR INCREASED GROUNDWATER PRODUCTION AND CREATE SUPPLIES WHERE ECONOMICAL AS COMPARED WITH MWD RATES.</td>
</tr>
<tr>
<td>Construct facilities to increase recharge capacity and percolation rates to allow for increased groundwater pumping</td>
<td></td>
</tr>
<tr>
<td>Improve existing facilities to increase percolation rates</td>
<td></td>
</tr>
<tr>
<td>Create new water supply</td>
<td></td>
</tr>
<tr>
<td>WATER QUALITY</td>
<td>PROTECT THE QUALITY OF THE GROUNDWATER BASIN SUPPLIES.</td>
</tr>
<tr>
<td>Protect groundwater in north basin by extracting and treating wells threatened by VOC contamination in Anaheim and Fullerton</td>
<td></td>
</tr>
<tr>
<td>Protect groundwater in south basin by extracting and treating wells threatened by VOC contamination in Santa Ana</td>
<td></td>
</tr>
<tr>
<td>COASTAL</td>
<td>MITIGATE FOR EXISTING AND PROJECTED FUTURE PROBLEMS ALONG</td>
</tr>
</tbody>
</table>
### Capital Improvement Project

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>OBJECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPROVEMENTS</td>
<td>THE COAST.</td>
</tr>
<tr>
<td></td>
<td>Construct barrier facilities to prevent seawater intrusion</td>
</tr>
</tbody>
</table>

The cost information for multi-year debt and operating reserve funded projects is summarized in Table 8-2.

The OCWD staff works closely with the Board of Directors in processing capital projects. Formal Board approval is required at various stages of a project’s life as shown below:

1. Inclusion in OCWD annual budget;
2. Issuance of Request for Proposals for hiring of consultants for fees greater than $20,000 to assist in processing project documents;
3. Awarding consultant contracts greater than $20,000;
4. Approval of Feasibility Study Report, if so directed by General Manager;
5. Approval of necessary CEQA documents;
6. Approval of project Engineer’s Report;
7. Approval of any agreements (i.e. grant funding, interagency);
8. Approval of advertising construction contracts;
9. Award of construction contracts;
10. Approval of change orders greater than 5% of construction budget; and
11. Approval of Notice of Completion

The District primarily uses long-term debt to fund capital projects. The District policy for using long-term debt was established in October 2000. The policy calls for the following:

- Preliminary project expenses related to direct research are to be paid from the General Fund;
- Project expenses for such items as feasibility reports, pilot studies, engineer's reports, compliance with CEQA, and project design and construction may be capitalized and funded with long-term debt; and
- Project expenses that are capitalized and funded with long-term debt and to which do not lead to construction of a project will require an adjustment by the Accounting Department to pay off the long-term debt incurred using cash reserves.
### Capital Improvement Program Summary

#### Fiscal Year Salaries Benefits

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Salaries</th>
<th>Benefits</th>
<th>Salaries &amp; Benefits</th>
<th>pre-design</th>
<th>Design</th>
<th>Construction</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-14</td>
<td>1,094,941</td>
<td>379,439</td>
<td>1,474,380</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2,179,000</td>
</tr>
<tr>
<td>2014-15</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>516,000</td>
<td>78,295,000</td>
<td>79,811,000</td>
<td>2,179,000</td>
</tr>
<tr>
<td>2015-16</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>22,500,000</td>
<td>22,500,000</td>
<td>22,500,000</td>
<td>2,179,000</td>
</tr>
</tbody>
</table>

#### Project Details

<table>
<thead>
<tr>
<th>JOE PROJECT ID NO.</th>
<th>Project Name</th>
<th>Project Description</th>
<th>Project Details</th>
<th>Dept.</th>
</tr>
</thead>
<tbody>
<tr>
<td>C11002</td>
<td>JD Edwards Financial System Upgrade &amp; Maximo Computerized Maintenance System Upgrade</td>
<td>Upgrade the JD Edwards and Maximo hardware and software.</td>
<td>Upgrade the hardware/software for the JD Edwards EnterpriseOne Financial System purchased in 2003 and used to support the District's Accounting and Purchasing functions; upgrade the hardware/software for the Maximo Computerized Maintenance Management System purchased in 2005 and used to help manage the assets used in and the maintenance functions in support of the Advanced Water Production Facility, and upgrade the integration between the systems.</td>
<td>1016</td>
</tr>
<tr>
<td>2 GWR8IE</td>
<td>GWR System Initial Expansion</td>
<td>Expansion of GWR by 30 MGD to 100 MGD thereby increasing production by 31,000 AFY</td>
<td>Construction of a 30 MGD expansion to the existing Advanced Water Purification Facility. Construction started on October 20, 2011 and will last until January 2015. The project includes construction of two new 7.5 million gallon flow equalization tanks with pump station. The project is expected to increase production by 31,000 acre feet per year.</td>
<td>1050</td>
</tr>
<tr>
<td>C13001</td>
<td>Maximo, Licenses, GIS, Manuals</td>
<td>Consultant to prepare FHQ management systems documentation including Maximo (CMMS) and an operations manual. The system is likely to include a GIS interface.</td>
<td>Development of the FHQ computerized maintenance managed system (Maximo) and prepare a seasonally based operations manual taking into account the physical assets, cleaning and maintenance schedules, wildlife protection, and the incorporation of the existing computer flow model. The project will integrate various existing documents and will create entirely new ones as needed.</td>
<td>1060</td>
</tr>
<tr>
<td>C13002</td>
<td>Float Pump Station Retrofit, Canopy, Washdown, Ladder</td>
<td>Items should have been provided with pump station. Needed for O&amp;M and station longevity.</td>
<td>Additional equipment is needed to provide safe accessibility for maintenance and service. A wash down facility on the platform would provide needed upkeep for painted surfaces and cleaning of debris from birds. In addition, a canopy would protect important control panels and components from damaging weather.</td>
<td>1060</td>
</tr>
<tr>
<td>C13003</td>
<td>Prado Equipment Yard Expansion</td>
<td>Enlarge Prado equipment yard 3,000 sq ft - crushed rock base; extend concrete driveway - install 20 x 60 awning; perimeter fence modifications; electrical and compressed air outlets; security lighting.</td>
<td>Enlarge Prado equipment yard 3,000 sq ft - ballast rock base - 20 x 60 awning - extend concrete driveway - modify existing fence to enclose yard - add electrical &amp; compressed air outlets - add area to security system</td>
<td>1062</td>
</tr>
</tbody>
</table>

#### Estimated Total Capital Cost

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>2013-14</td>
<td>500,000</td>
</tr>
<tr>
<td>2014-15</td>
<td>35,000,000</td>
</tr>
<tr>
<td>2015-16</td>
<td>20,000,000</td>
</tr>
</tbody>
</table>

#### Total Estimated Capital Cost

- 500,000
- 35,000,000
- 20,000,000

- **$650,000**

---

**Additional Notes:**

- **Development of the FHQ computerized maintenance management system (Maximo):**
  - Consultant to prepare FHQ management systems documentation including Maximo (CMMS) and an operations manual. The system is likely to include a GIS interface.

- **Maximo, Licenses, GIS, Manuals:**
  - Consultant to prepare FHQ management systems documentation including Maximo (CMMS) and an operations manual. The system is likely to include a GIS interface.

- **Float Pump Station Retrofit, Canopy, Washdown, Ladder:**
  - Items should have been provided with pump station. Needed for O&M and station longevity.

- **Prado Equipment Yard Expansion:**
  - Enlarge Prado equipment yard 3,000 sq ft - crushed rock base; extend concrete driveway - install 20 x 60 awning; perimeter fence modifications; electrical and compressed air outlets; security lighting.

---

8-3
### TABLE 8-2

#### FISCAL YEAR 2013-14

**CAPITAL IMPROVEMENT PROGRAM SUMMARY**

<table>
<thead>
<tr>
<th>ACCOUNT NO.</th>
<th>COST CODE</th>
<th>Fiscal Year</th>
<th>Salonies</th>
<th>Benefits</th>
<th>Salaries &amp; Benefits</th>
<th>pre-design</th>
<th>Design</th>
<th>Construction</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>6</td>
<td>C13004</td>
<td>2013-14</td>
<td>-</td>
<td>-</td>
<td>20,000</td>
<td>20,000</td>
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<td></td>
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<td></td>
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<td>2014-15</td>
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<td></td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3-Year Project Total</td>
<td>20,000</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>$20,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **River Road Bridge Spillway:** Construct outlet spillway at River Road bridge culvert to divert nuisance water flow from access road.
- **Estimated Total Capital Cost:** $20,000

<table>
<thead>
<tr>
<th>7</th>
<th>C10002</th>
<th>2013-14</th>
<th>35,821</th>
<th>13,147</th>
<th>48,948</th>
<th>100,000</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>2014-15</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>60,000</td>
<td>60,000</td>
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<td></td>
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<td>2015-16</td>
<td>-</td>
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<tr>
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<td></td>
<td>3-Year Project Total</td>
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<tr>
<td></td>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>$5,700,000 (Expecting $1.5M reimbursement from County)</td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

- **Fletcher Basin:** Convert an OCFCD (Orange County Flood Control District) owned basin into a recharge facility by excavating dirt and constructing inlet/outlet structures and a pipeline.
- **Estimated Total Capital Cost:** $5,700,000 (Expecting $1.5M reimbursement from County)

<table>
<thead>
<tr>
<th>8</th>
<th>C09002</th>
<th>2013-14</th>
<th>26,204</th>
<th>9,820</th>
<th>36,024</th>
<th>2,000,000</th>
<th>2,036,024</th>
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<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2014-15</td>
<td>-</td>
<td>-</td>
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<tr>
<td></td>
<td></td>
<td>3-Year Project Total</td>
<td>2,036,024</td>
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<tr>
<td></td>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>$7,680,000</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

- **Mid Basin Injection Demonstration Project - Phase II Equipping:** Construct a new injection well along with two monitoring wells to demonstrate the effectiveness of injecting GWRS water into the basin.
- **Estimated Total Capital Cost:** $7,680,000

<table>
<thead>
<tr>
<th>9</th>
<th>C12004</th>
<th>2013-14</th>
<th>14,845</th>
<th>5,224</th>
<th>20,069</th>
<th>300,000</th>
<th>700,000</th>
<th>1,020,069</th>
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<td></td>
<td></td>
<td>2014-15</td>
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<td>3,000,000</td>
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<td>3-Year Project Total</td>
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<td>Estimated Total Capital Cost:</td>
<td>$1,500,000</td>
<td></td>
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</tr>
</tbody>
</table>

- **Riverbed Filtration Desilting Demonstration Project:** Demonstration scale testing of riverbed filtration to show desilting capabilities on Santa Ana River water.
- **Estimated Total Capital Cost:** $1,500,000

<table>
<thead>
<tr>
<th>10</th>
<th>C09005</th>
<th>2013-14</th>
<th>3,204</th>
<th>1,090</th>
<th>4,294</th>
<th>20,000</th>
<th>200,000</th>
<th>224,294</th>
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<td>2014-15</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>2015-16</td>
<td>-</td>
<td>-</td>
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<td>-</td>
<td>-</td>
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<tr>
<td></td>
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<td>3-Year Project Total</td>
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</tr>
</tbody>
</table>

- **Prado Sediment Management Demonstration Project:** Demonstration project to remove material deposited behind Prado Dam and sluice the material downstream
- **Estimated Total Capital Cost:** $225,000

<table>
<thead>
<tr>
<th>11</th>
<th>C12001</th>
<th>2013-14</th>
<th>32,398</th>
<th>9,891</th>
<th>42,289</th>
<th>1,000,000</th>
<th>1,042,289</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2014-15</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2015-16</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3-Year Project Total</td>
<td>1,042,289</td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>$1,500,000</td>
<td></td>
<td></td>
<td></td>
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</table>

- **Upsize Laboratory HVAC Flow Control Valves:** Replace and upsize two air flow control valves and upsize some adjoining duct work in Rooms 222 and 223.
- **Estimated Total Capital Cost:** $225,000

<table>
<thead>
<tr>
<th>12</th>
<th>C11001</th>
<th>2013-14</th>
<th>4,845</th>
<th>9,811</th>
<th>14,656</th>
<th>1,000,000</th>
<th>1,042,289</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2014-15</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
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<td>2015-16</td>
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<td>-</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>3-Year Project Total</td>
<td>1,042,289</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>$1,500,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Water Education Corridor Project:** Create museum-quality exhibits from the reception area, Board Room foyer to Northern corridor. Exhibits will include several video screens to keep content very current by allowing information to be uploaded regularly via computer-based software. The experience will enhance and expand the current facilities tour program.
- **Estimated Total Capital Cost:** $1,500,000

Section 8  
Capital Improvement Project
## TABLE 8-2
### FISCAL YEAR 2013-14

<table>
<thead>
<tr>
<th>CAPITAL IMPROVEMENT PROGRAM SUMMARY</th>
<th>Fiscal Year</th>
<th>Salaries</th>
<th>Benefits</th>
<th>Salaries &amp; Benefits</th>
<th>pre-design</th>
<th>Design</th>
<th>Construction</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>13 C12003 Alamitos Seawater Barrier Improvements</strong></td>
<td>Increase injection capacity of existing seawater barrier to control seawater intrusion into Orange County.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: $9,630,000 (Including $1M grant funding from DWR)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: $9,625,603</td>
</tr>
<tr>
<td><strong>14 C07015 North Basin Groundwater Protection Project - Treatment System</strong></td>
<td>Construction of treatment system and extraction and injection wellhead facilities for groundwater VOC remediation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: $24,325,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: $24,283,928</td>
</tr>
<tr>
<td><strong>15 C07014 North Basin Groundwater Protection Project - Pipelines</strong></td>
<td>Construction of pipelines for groundwater VOC remediation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: $12,650,900</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: $12,257,898</td>
</tr>
<tr>
<td><strong>16 C07016 North Basin Groundwater Protection Project - Injection Wells</strong></td>
<td>Construction of 12 injection wells for recharge of treated groundwater</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: $4,035,248</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: $3,780,481</td>
</tr>
<tr>
<td><strong>17 C08007 South Basin Groundwater Protection Project</strong></td>
<td>Remediation of VOCs and perchlorate in groundwater in the Dyer Road Well Field area in Santa Ana</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: To be determined</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: TBD</td>
</tr>
<tr>
<td><strong>18 C09004 MTBE (Methyl Tertiary Butyl Ether) Remediation</strong></td>
<td>Remediation of MTBE at selected locations to prevent further spread of contamination</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: To be determined</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: TBD</td>
</tr>
<tr>
<td><strong>19 C13005 Sunset Gap Seawater Intrusion Monitoring Wells</strong></td>
<td>Construct 4 multi-depth monitoring wells to delineate the extent of seawater intrusion in the Sunset Gap.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Total Capital Cost: $1,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3-Year Project Total: $1,021,382</td>
</tr>
</tbody>
</table>

**Notes:**
- Estimated Total Capital Cost: To be determined.
- 3-Year Project Total.

**Description:**
- **Alamitos Seawater Barrier Improvements:** Install 8 clustered injection wells (totaling 19 casings), 4 monitoring wells, and 4 shallow piezometers to close gaps in existing seawater barrier; approx. 7% of the total cost will be paid by LA County Dept of Public Works.
- **South Basin Groundwater Protection Project:** Prepare CEQA documents, acquire land, design and construct interim remediation systems to prevent further spread of VOCs and perchlorate.
- **MTBE (Methyl Tertiary Butyl Ether) Remediation:** Prepare CEQA documents, acquire land, design and construct interim remediation systems to prevent further spread of MTBE.
- **Sunset Gap Seawater Intrusion Monitoring Wells:** Construct 4 monitoring wells on the Seal Beach Naval Weapons Station to delineate the extent of a saline groundwater plume that has taken out one Huntington Beach production well.
# TABLE 8-2
## FISCAL YEAR 2013-14
### CAPITAL IMPROVEMENT PROGRAM SUMMARY

<table>
<thead>
<tr>
<th>ACCOUNT NO: C07013</th>
<th>East Newport Mesa Monitoring Wells</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td>1075</td>
<td>02000</td>
<td>03000</td>
<td>40010</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Convert UCI Marsh well to a monitoring well and construct additional monitoring wells to characterize hydrogeologic conditions along this little-understood margin of the basin.</td>
<td></td>
<td></td>
<td></td>
<td>1075</td>
</tr>
<tr>
<td></td>
<td>3-Year Project Total:</td>
<td>50,000</td>
<td></td>
<td></td>
<td>50,000</td>
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<tr>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>460,000</td>
<td></td>
<td></td>
<td>460,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>1075</td>
<td>02000</td>
<td>03000</td>
<td>40010</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Incorporation of sixth extraction well (EW-3A) hydraulic test results into groundwater flow model.</td>
<td></td>
<td></td>
<td></td>
<td>1075</td>
</tr>
<tr>
<td></td>
<td>3-Year Project Total:</td>
<td>50,000</td>
<td></td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td></td>
<td>Estimated Total Capital Cost:</td>
<td>53,767,000</td>
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<td>53,767,000</td>
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</table>

## Section 8
### Capital Improvement Project

8-6
Section 9
New Equipment
(Fixed Assets) Summary

New Equipment Budget Funded by Operating Revenues
EQUIPMENT (FIXED ASSETS) SUMMARY

This section describes the equipment items proposed for FY 2013-14.

There are 21 equipment items listed in Table 9-1. These items will be funded using operating revenues.

There is a total of four road vehicles included in the equipment list (Table 9-1). Three are replacement vehicles. All vehicles comply with the Vehicle Replacement Policy established by the District in May 2006.
<table>
<thead>
<tr>
<th>Item Name</th>
<th>Item Description</th>
<th>Department</th>
<th>Budget Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Information Services (1016)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Citrix Upgrade</td>
<td>Information Services (1016)</td>
<td>20,000</td>
</tr>
<tr>
<td><strong>E13.17110.1016 Total</strong></td>
<td></td>
<td><strong>Information Services (1016)</strong></td>
<td><strong>$ 20,000</strong></td>
</tr>
<tr>
<td><strong>Safety &amp; Risk Management (1034)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Security Camera Upgrade</td>
<td>Safety &amp; Risk Management (1034)</td>
<td>80,000</td>
</tr>
<tr>
<td>3</td>
<td>Replace Truck</td>
<td>Safety &amp; Risk Management (1034)</td>
<td>30,000</td>
</tr>
<tr>
<td><strong>E13.17110.1034 Total</strong></td>
<td></td>
<td><strong>Safety &amp; Risk Management (1034)</strong></td>
<td><strong>$ 110,000</strong></td>
</tr>
<tr>
<td><strong>Water Quality (1036)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Electric Utility Cart</td>
<td>Water Quality (1036)</td>
<td>12,800</td>
</tr>
<tr>
<td>5</td>
<td>YSI Multi-Parameter Meter</td>
<td>Water Quality (1036)</td>
<td>11,750</td>
</tr>
<tr>
<td>6</td>
<td>Liftgate for T-136</td>
<td>Water Quality (1036)</td>
<td>7,900</td>
</tr>
<tr>
<td><strong>E13.17110.1036 Total</strong></td>
<td></td>
<td><strong>Water Quality (1036)</strong></td>
<td><strong>$ 32,450</strong></td>
</tr>
<tr>
<td><strong>Laboratory (1038)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Gas Chromatography (GC)</td>
<td>Laboratory (1038)</td>
<td>60,000</td>
</tr>
<tr>
<td>8</td>
<td>Sample Concentrator</td>
<td>Laboratory (1038)</td>
<td>20,000</td>
</tr>
<tr>
<td>9</td>
<td>Nebulizer for ICP-OES</td>
<td>Laboratory (1038)</td>
<td>15,000</td>
</tr>
<tr>
<td>10</td>
<td>Scientific Refrigerator</td>
<td>Laboratory (1038)</td>
<td>9,000</td>
</tr>
<tr>
<td>11</td>
<td>Sample Shaker</td>
<td>Laboratory (1038)</td>
<td>6,000</td>
</tr>
<tr>
<td><strong>E13.17110.1038 Total</strong></td>
<td></td>
<td><strong>Laboratory (1038)</strong></td>
<td><strong>$ 110,000</strong></td>
</tr>
<tr>
<td><strong>Research &amp; Development (1040)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Step One Plus 96-well qPCR (Quantitative Polymerase Chain Reaction) Instrument System</td>
<td>Research &amp; Development (1040)</td>
<td>32,988</td>
</tr>
<tr>
<td><strong>E13.17110.1040 Total</strong></td>
<td></td>
<td><strong>Research &amp; Development (1040)</strong></td>
<td><strong>$ 32,988</strong></td>
</tr>
<tr>
<td><strong>Recharge Operations (1060)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>New Service Truck</td>
<td>Recharge Operations (1060)</td>
<td>90,000</td>
</tr>
<tr>
<td>14</td>
<td>Small Forklift for Warehouse</td>
<td>Recharge Operations (1060)</td>
<td>40,000</td>
</tr>
<tr>
<td>15</td>
<td>Hammer for Backhoe</td>
<td>Recharge Operations (1060)</td>
<td>35,000</td>
</tr>
<tr>
<td>16</td>
<td>Compaction Wheel for Excavator</td>
<td>Recharge Operations (1060)</td>
<td>15,000</td>
</tr>
<tr>
<td>17</td>
<td>Shelving for Maintenance Shop</td>
<td>Recharge Operations (1060)</td>
<td>10,000</td>
</tr>
</tbody>
</table>

**TABLE 9-1**

FY 2013-14 PROPOSED EQUIPMENT BUDGET
FUNDED BY OPERATING REVENUES
TABLE 9-1
FY 2013-14 PROPOSED EQUIPMENT BUDGET
FUNDED BY OPERATING REVENUES

<table>
<thead>
<tr>
<th>Item Name</th>
<th>Item Description</th>
<th>Department</th>
<th>Budget Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>18 Pressure Washer</td>
<td>Replacement for current which does not meet emissions requirement</td>
<td>Recharge Operations (1060)</td>
<td>$9,000</td>
</tr>
<tr>
<td>E13.17110.1060</td>
<td>Total</td>
<td>Recharge Operations (1060)</td>
<td>$199,000</td>
</tr>
<tr>
<td>Hydrogeology (1075)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19 Replace High Top Van</td>
<td>High-top van used by maintenance technician to measure water levels in Westbay wells replaces 14-year old Ford E-250 van (T-107) with 133,000 miles; van holds Westbay cable reel and equipment. Cost includes potential construction of high-top roof extension which is no longer a standard option by American car companies; roof extension is needed to allow staff to stand up inside van to operate equipment.</td>
<td>Hydrogeology (1075)</td>
<td>$48,000</td>
</tr>
<tr>
<td>20 Water Tank and Trailer</td>
<td>500-gallon towable water tank to contain well development and purging water that cannot be discharged on site; to be used by Hydrogeology and Water Quality departments.</td>
<td>Hydrogeology (1075)</td>
<td>$7,900</td>
</tr>
<tr>
<td>E13.17110.1075</td>
<td>Total</td>
<td>Hydrogeology (1075)</td>
<td>$55,900</td>
</tr>
<tr>
<td>Natural Resources (1080)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21 Replace Prado Truck</td>
<td>Replace 1-111 Prado truck, extended cab, 4-door, 4-wheel drive full bed with 132,400 miles. The truck transmission slips. It has several electrical issues; one of them being instrument panel failure which is not fixable. This has affected the gas gauge so far, but could affect other gauges as well as safety issues. The front axle alignment is worn and unfixable except at great expense. The ignition coil has been replaced a couple of times which indicates more electrical failure/work soon to come.</td>
<td>Natural Resources (1080)</td>
<td>$45,000</td>
</tr>
<tr>
<td>E13.17110.1080</td>
<td>Total</td>
<td>Natural Resources (1080)</td>
<td>$45,000</td>
</tr>
<tr>
<td></td>
<td>Grand Total for Equipment Funded by Operating Revenues</td>
<td></td>
<td>$605,338</td>
</tr>
</tbody>
</table>
Section 10
Replacement and Refurbishment Fund
REPLACEMENT AND REFURBISHMENT BUDGET

The District has over $866 million in assets that will need to be replaced or refurbished at some point in the future. To prevent additional pressure on the Replenishment Assessment, a replacement and refurbishment model was developed in 1998, which includes all District assets and uses engineer’s estimates for the useful life of each asset. This model is capable of forecasting future costs and required revenue streams and is updated annually.

The Replacement and Refurbishment (R&R) fund was originally funded in FY 1998-99 with $15 million from the District Replacement Reserves and $20 million from the Orange County bankruptcy proceeds. The District previously made an annual contribution of $4.8 million from the General Fund.

In 2004 the R&R program was downsized to only include infrastructure type assets. The amount of money annually transferred into the R&R program was reduced from $4.5 million annually to $2.8 million. The annual transfer amount has been growing by 7% annually to provide sufficient funds to meet future expected R&R expenses. The fiscal year 2013-14 contribution is planned to be $11.93 million.

An update to the R&R Model was made in 2007 and the changes included:

1. All infrastructure replacement cost have been updated.
2. The R&R Fund balance was set at the current amount of $63 million (estimated $67 million at the end of FY 12/13) with an expected interest earnings rate of 5% over the next 30 years.
3. The inflation rate was increased from 3% to 3.5% to reflect recent increases in construction material.
4. The cost of repairing and refurbishing the Talbert barrier injection wells has been moved out of the R&R program and into the District’s general fund.
5. The cost of major lab equipment costing greater than $100,000 has been moved into the R&R program.

Another update to the Model was conducted in 2011 and the changes include the following:

1. Eliminated the replacement of the Green Acres Project’s conventional filtration technology as it will be replaced by an expansion of the microfiltration treatment of GWRS.
2. The Basin Cleaning Vehicles (BCV) was removed from the R&R Model as the BCV Program was discontinued.
3. Pump stations electrical and pumps were separated from buildings as they were previously treated as a single unit in the R&R Model.
4. Transferred $10 million in reserves from the R&R Fund to the Operating Fund.
Actual expenditures from the fund vary significantly each year depending upon which District assets have reached the end of their useful life and need to be replaced or which assets can have their lives extended by refurbishing them. In FY 2013-14, the proposed R&R expenses include five major items.

- Replace Burris pump station ($5,033,449).
- Upper and lower Five Coves rehabilitation projects ($1,200,000).
- RO membranes in RO subunits A01 and A03 ($900,000).
- Santiago intertie/repair of transfer structure between Blue Diamond and Bond Basins ($800,000).
- Replace monitoring wells OCWD-BSO6A, OCWD-BSO8, and OCWD-HH4 with two new monitoring wells ($750,000).

The actual proposed expenditures for FY 2013-14 are $13.7 million.
### FISCAL YEAR 2013-14

#### PROPOSED REPLACEMENT & REFURBISHMENT REQUESTS

<table>
<thead>
<tr>
<th>#</th>
<th>Project ID</th>
<th>Item Description</th>
<th>Department</th>
<th>Salaries &amp; Benefits</th>
<th>Project Cost</th>
<th>Total Project Cost</th>
<th>Asset Class</th>
<th>Refurbishment or Replacement</th>
<th>Asset Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>R13001</td>
<td>Liquid Chromatography/Tandem Mass Spectrometry System</td>
<td>Laboratory (1038)</td>
<td>-</td>
<td>500,000</td>
<td>-</td>
<td>Lab Equipment &gt; $100,000</td>
<td>Replacement</td>
<td>8 yrs.</td>
</tr>
<tr>
<td>2</td>
<td>R13002</td>
<td>RO Membranes in RO Subunits A01 and A03 to evaluate performance of DOW and Hydranautic membranes along with CSM membranes in A02. Membranes that are removed will be used to replace 3rd stage membranes in the other 12 subunits at are fouled with silica.</td>
<td>Water Production (1050)</td>
<td>-</td>
<td>900,000</td>
<td>900,000</td>
<td>RO, MF units</td>
<td>Replacement</td>
<td>6 yrs.</td>
</tr>
<tr>
<td>3</td>
<td>R07002</td>
<td>Refurbish and Replace Carpet and Paint in Administration Building Main Hall and Reception Area</td>
<td>Water Production (1050)</td>
<td>-</td>
<td>350,000</td>
<td>350,000</td>
<td>Buildings</td>
<td>Replacement or Refurbishment</td>
<td>22 yrs.</td>
</tr>
<tr>
<td>4</td>
<td>R11005</td>
<td>Chemical Resistant Protective Coatings in Various Areas of the Plant</td>
<td>Water Production (1050)</td>
<td>-</td>
<td>350,000</td>
<td>350,000</td>
<td>Buildings</td>
<td>Refurbishment</td>
<td>7 yrs.</td>
</tr>
<tr>
<td>5</td>
<td>R13003</td>
<td>Refurbish or Replace Mechanical and Electrical Equipment</td>
<td>Water Production (1050)</td>
<td>-</td>
<td>250,000</td>
<td>250,000</td>
<td>Pipe/Pipeline, Pumps, Wells, &amp; RO, MF units</td>
<td>Replacement or Refurbishment</td>
<td>Varying</td>
</tr>
<tr>
<td>6</td>
<td>R13004</td>
<td>Replace Micro Filtrations Header</td>
<td>Water Production (1050)</td>
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<td>Update Fluorescent Lights at FHQ, Offices, Shops and Canopies</td>
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<td>Fencing Replace or repair fence around District property caused by vandalism, and, or other damage. Fence repair at Warner, Richfield, and OC-28.</td>
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<td>Diesel Particulate Filter (DPF)</td>
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**TOTAL** | Engineering (1070) | $33,449 | $5,000,000 | $5,033,449 | Pumps | Replacement | 24 yrs |

| 26  | R12034     | Burris Pump Station                 | Replacement of the existing aging Burris Pump Station.                     | Engineering (1070)       | 33,449              | 5,000,000     | 5,033,449        | Pumps       | Replacement                   | 24 yrs     |
| 27  | R13020     | Upper and Lower Five Coves Rehabilitation Projects | Repair dike and transfer tubes between Upper and Lower Five Coves, repair gates at the end of Off-River, and construct weir for Off-River outflow. | Engineering (1070)       | -                   | 1,200,000     | 1,200,000        | Other       | Refurbishment                 | 20 yrs     |
| 28  | R11015     | Santiago Intertie/Repair of Transfer Structure Between Blue Diamond and Bond Basins | Replaced failed transfer pipeline between Blue Diamond and Bond Basins caused by very high releases from Villa Park Dam in December 2010. | Engineering (1070)       | -                   | 800,000       | 800,000          | Recharge Basins | Refurbishment                 | 22 yrs     |
| 29  | R12008     | Imperial Headgates Rehabilitation Project | Replacement of the Imperial Headgates trash rack system, diversion gates, flow meters, control room roofing, electrical system, safety improvements, repairs to the diversion structure and upgrade of the gate actuators and control systems. | Engineering (1070)       | -                   | 500,000       | 500,000          | Other       | Refurbishment                 | 21 yrs     |
| 30  | R13021     | Weirs 1 & 2 with Flume Replacement Project | Replacement of damaged weir 1 and weir 2. Replacement of flume on Off-River System. | Engineering (1070)       | -                   | 500,000       | 500,000          | Other       | Replacement                   | 40 yrs     |
| 31  | R12029     | Repair GAP Pipeline Over San Diego Creek | Replace stressed and deflected 16-inch flexible couplings and portions of adjoining steel pipeline on both the north and south ends of GAP pipeline at bridge crossing of San Diego Creek in Newport Beach. | Engineering (1070)       | -                   | 350,000       | 350,000          | Pipe/Pipeline | Refurbishment                 | 16 yrs     |
| 32  | R13022     | Field Headquarters and Annex        | Remodel and paint FHQ receiving area, both lunch rooms, and annex bathroom. | Engineering (1070)       | -                   | 170,000       | 170,000          | Buildings    | Refurbishment                 | 26 yrs     |
| 33  | R12023     | Santiago Pipeline Access/Inspection | Install access points on Santiago Pipeline and conduct inspections. The costs for this project include construction of a permanent manhole and video inspection. | Engineering (1070)       | -                   | 130,000       | 130,000          | Pipe/Pipeline | Refurbishment                 | 26 yrs     |
| 34  | R13024     | Santiago Pump Station Access Road   | The Santiago Basin Pump Station requires daily maintenance. In order to effectively perform this maintenance an access road must be constructed on the site. | Engineering (1070)       | -                   | 100,000       | 100,000          | Parking Lots/Roads | Refurbishment                 | 10 yrs     |
| 35  | R13025     | Santiago Pipeline Isolation Valve   | The addition of a 36-inch isolation valve and actuator to isolate the floating pump station from the submersed pump station. | Engineering (1070)       | -                   | 75,000        | 75,000           | Pipe/Pipeline | Refurbishment                 | 10 yrs     |
| 36  | R13026     | GAP Distribution System Repairs     | Locate numerous buried valve cans, replace two broken isolation valves, and replace 3 broken valve cans. | Engineering (1070)       | -                   | 50,000        | 50,000           | Pipe/Pipeline | Replacement                   | 22 yrs     |
| 37  | R13027     | Talbert West End Cathodic Protection Project | A corrosion survey completed in 2011 recommended that the Talbert West End Barrier Pipeline receive impressed current cathodic protection to prevent further corrosion. The costs include design and construction of a impressed current cathodic protection system on this pipeline. | Engineering (1070)       | -                   | 30,000        | 30,000           | Pipe/Pipeline | Refurbishment                 | 9 yrs      |

**TOTAL** | Engineering (1070) | $32,449 | $8,900,000 | $8,932,449 | |

| 38  | R12030     | Replace Monitoring Wells OCWD-BSO6A, OCWD-BSO8, and OCWD-HH4 with Two New Monitoring Wells | Seawater intrusion monitoring wells BSO6A and BSO8 are corrected and suspected of vertical leakage; well HH4 is no longer needed; all 3 wells will be destroyed and replaced with 2 optimally located monitoring wells. | Hydrogeology (1075)      | -                   | 750,000       | 750,000          | Wells (all types) | Replacement | 50 yrs |

**TOTAL** | Hydrogeology (1075) | $750,000 | $750,000 | |

**TOTAL** | Recharge Operations (1060) | $33,449 | $13,653,000 | $13,686,449 | |
Section 11
Cost Center Details

Detail Cost Center General Fund Budget
Acronyms and Abbreviations
## GENERAL FUND BUDGET
### COST CENTER DETAIL

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# General Fund Operating Budget FY 13-14

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FY 2013-14 Budget Report
## GENERAL FUND OPERATING BUDGET FY 13-14

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## GENERAL FUND OPERATING BUDGET FY 13-14
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### GENERAL FUND OPERATING BUDGET FY 13-14
#### INFORMATION SERVICES (1016)

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## GENERAL FUND OPERATING BUDGET FY 13-14
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## GENERAL FUND OPERATING BUDGET FY 13-14
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### General Fund Operating Budget FY 13-14

#### Finance (1024)

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## GENERAL FUND OPERATING BUDGET FY 13-14
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## GENERAL FUND OPERATING BUDGET FY 13-14
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### General Fund Operating Budget FY 13-14

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### GENERAL FUND OPERATING BUDGET FY 13-14

#### SAFETY & RISK MANAGEMENT (1034)

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## General Fund Operating Budget FY 13-14
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## GENERAL FUND OPERATING BUDGET FY 13-14
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|                | SMALL TOOLS/FIELD SUPPLIES TOTAL | 38,050 | 3,500 | 8,000 | 3,000 | - | 500 | - | 53,050 |
|                | LAB SUPPLIES/EQUIPMENT TOTAL     | 2,200  | 1,700 | 1,500 | 500   | - | 100 | - | 6,000  |
|                | LAB SAMPLES ANALYSIS TOTAL       | 28,995 | 23,400 | 203,400 | 52,200 | - | - | - | 307,995 |
### General Fund Budget FY 13-14

#### Water Quality (1036)

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## Section 11
**Cost Center Detail**

### GENERAL FUND OPERATING BUDGET FY 13-14

**RESEARCH & DEVELOPMENT (1040)**

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Orange County Water District

FY 2013-14 Budget Report
### GENERAL FUND OPERATING BUDGET FY 13-14
#### PLANNING & WATERSHED MANAGEMENT (1044)

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**Orange County Water District**

11-30

**FY 2013-14 Budget Report**
## GENERAL FUND OPERATING BUDGET FY 13-14
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## GENERAL FUND OPERATING BUDGET FY 13-14
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### GENERAL FUND OPERATING BUDGET FY 13-14

#### WATER PRODUCTION (1050)

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**Orange County Water District**

**FY 2013-14 Budget Report**

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**Total**
## General Fund Operating Budget FY 13-14

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<th>Process Optimization</th>
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### Maintenance Structure and Improvement - GWRS Screenings

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### Maintenance Structure and Improvement - GWRS Microfiltration

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### Sections

**Section 11**

Cost Center Detail

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Orange County Water District

**FY 2013-14 Budget Report** 11-37
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Orange County Water District

FY 2013-14 Budget Report
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Orange County Water District 11-42 FY 2013-14 Budget Report
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Orange County Water District

FY 2013-14 Budget Report

11-43
## GENERAL FUND OPERATING BUDGET FY 13-14
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## GENERAL FUND OPERATING BUDGET FY 13-14
### PROPERTY MANAGEMENT (1069)

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Orange County Water District  

FY 2013-14 Budget Report
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## GENERAL FUND OPERATING BUDGET FY 13-14
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## GENERAL FUND OPERATING BUDGET FY 13-14
### ENGINEERING (1070)

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### GENERAL FUND OPERATING BUDGET FY 13-14

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Orange County Water District  
FY 2013-14 Budget Report
## GENERAL FUND OPERATING BUDGET FY 13-14
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### General Fund Operating Budget FY 13-14

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### General Fund Operating Budget FY 13-14
#### Natural Resources (1080)

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Orange County Water District 11-61 FY 2013-14 Budget Report
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