



EAST VALLEY WATER DISTRICT

LEADERSHIP • PARTNERSHIP • STEWARDSHIP

COMMUNITY ADVISORY COMMISSION MEETING

VIA TELECONFERENCE

February 18, 2021 - 6:00 PM

31111 Greenspot Road., Highland, CA 92346

In an effort to prevent the spread of COVID-19 and in accordance with Governor Newsom's Executive Order N-25-20 and N-29-20, this meeting is being conducted via teleconference. There will be no public location for attending this meeting in person. Members of the public may listen and provide public comment telephonically.

Anyone wishing to join the meeting may do so using the following information:

DIAL: 1-209-425-5876 and enter CONFERENCE ID: 526 937 171#

You may also join by clicking [HERE](#) to join the meeting via Microsoft Teams.

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSION MEMBERS

PUBLIC COMMENTS

Any person wishing to speak to the Board of Commissioners is asked to complete a Speaker Card and submit it to the District Clerk prior to the start of the meeting. Each speaker is limited to three (3) minutes, unless waived by the Chairman of the Commission. Under the State of California Brown Act, the Board of Commissioners is prohibited from discussing or taking action on any item not listed on the posted agenda. The matter will automatically be referred to staff for an appropriate response or action and may appear on the agenda at a future meeting.

DISCUSSION/INFORMATIONAL ITEMS

1. Five-Year Work Plan Update
2. Emergency Notification Update
3. Grant Strategy Update
4. Commissioner's Comments
5. Staff's Comments

ADJOURN

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District Clerk at (909) 885-4900 at least 72 hours prior to said meeting.



EAST VALLEY WATER DISTRICT

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BOARD AGENDA STAFF REPORT

Agenda Item #1.
Meeting Date: February 18, 2021

To: Commission Members
From: Director of Strategic Services
Subject: Five-Year Work Plan Update

RECOMMENDATION:

This item is for informational purposes only.

BACKGROUND / ANALYSIS:

East Valley Water District has set out to be a world class organization, with a focus not only on providing safe and reliable drinking water but of enhancing and preserving the quality of life for our community.

The Governing Board, staff, and the community have developed a District vision that empowers the organization to take actions to be innovative, efficient, and effective. Carrying out this vision requires a commitment to being a performance-based organization which values results. Given the high expectation of the District, it is important to communicate that nature of key projects, including the required planning steps, environmental awareness, and clear prioritization to allow for on-going daily operations while addressing specific long-term needs.

Updating the Five-Year Work Plan is designed to provide general policy direction and highlight priority projects that fosters the prioritization and development of tasks necessary for implementation.

Highlights of the 2020 Five-Year Plan Accomplishments include:

- Purchasing additional North Fork Water District shares and the worked with shareholders still requiring water deliveries.
- Initiated a preliminary design report for an additional surface water treatment plant on the east side of the service area.
- Restructuring existing bonds resulting in an annual savings of nearly \$400,000. In this process, the District maintained the AA- credit rating.
- Responding to the COVID-19 pandemic with policy and operational changes.
- Purchasing the remaining AMI meters during FY 2019-20 to avoid a significant material cost increase. Phase 5 of the AMI installation will result in the installation of those smart meters, completing the transition of the District to 100% remote read by March 2021.
- Continued making progress on the design and construction of the Sterling Natural Resource Center.
- Completed in-house water main project on Barton Road installing approximately 1000 linear feet of new water main and 30 new services.
- The District's Employee Event's Association continued its partnership with Jefferson Hunt Elementary School in addition to other charitable causes throughout the year.

- The District received reaccreditation for the Special District Leadership Foundation's Transparency Certificate of Excellence.

The District anticipates a high level of activity throughout the organization in 2021. To streamline the implementation of the plan, the review of the Five-Year Plan starts the annual budget process. A higher degree of details relating to the projects intended to take place within 2021 will be reflected in the District-wide goals assigned to the General Manager/CEO. The annual District-wide goals will then guide the policy and approach to the annual budget development including resource allocation.

AGENCY GOALS AND OBJECTIVES:

Goal and Objectives III - Deliver Public Service with Purpose While Embracing Continuous Growth

d) Embrace an Environment of Active Learning and Knowledge Sharing

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

Respectfully submitted:

Kelly Malloy
Director of Strategic Services



EAST VALLEY WATER DISTRICT

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BOARD AGENDA STAFF REPORT

Agenda Item #2.
Meeting Date: February 18, 2021

To: Commission Members

From:

Subject: Emergency Notification Update

RECOMMENDATION:

This item is for informational purposes only.

BACKGROUND / ANALYSIS:

East Valley Water District is committed to preparing for emergencies. Recent efforts include updating plans which outline the steps, actions, and responsibilities of the District in the event of an emergency. As part of this emergency alert process, the District has started the application to utilize FEMA's Integrated Public Alert & Warning System (IPAWS).

The IPAWS system is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public. The system pushes messages and information to smartphones using Wireless Emergency Alerts and to radio and television via the Emergency Alert System.

This process includes a formal agreement with FEMA to have access to the IPAWS system for the distribution of East Valley Water District emergency alerts. The system is designed to notify individuals within a specific geographic region when there is a significant threat to life and/or property. Though the system cannot be used for general District outreach or non-emergency communication, it can provide push notifications to individuals during civil emergencies or provide hazardous material warnings.

The FEMA IPAWS system provides a strong and trusted communication channel for East Valley Water District to alert community members in the event of an emergency. The system fully integrates with the District's approved *Emergency Response Plan* and can provide a timely and potentially lifesaving updates to the community we serve.

AGENCY GOALS AND OBJECTIVES:

FISCAL IMPACT

There is no fiscal impact associated with this item.

Respectfully submitted:

Kelly Malloy
Director of Strategic Services



EAST VALLEY WATER DISTRICT

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BOARD AGENDA STAFF REPORT

Agenda Item #3.
Meeting Date: February 18, 2021

To: Commission Members

From:

Subject: Grant Strategy Update

RECOMMENDATION:

This item is for informational purposes only.

BACKGROUND / ANALYSIS:

The District is an infrastructure-based organization that values strategic and thoughtful planning. Through a series of collaborative processes, the District identifies projects needed both in a short-term and long-term timeframe. With the completion of this process comes the identification of funding sources including include general funds, development fees, municipal bonds, grants, or other loans.

Grant funding can be an opportunity to align the District's priorities with those of other agencies. These sources can offset the costs of large capital investments and avoid the need to pass those costs along to ratepayers. As an organization that serves a large disadvantaged population this source of funding is more widely available. However, it is important to note that with grant funding come additional conditions and reporting requirements that would not be required if the District self funded.

Given the pros and cons of grant funding it is important that the District have a strategy for guidance. The District originally adopted Grant Strategy in 2012, since then the organization has undergone a dynamic transformation. Staff has developed an updated document for Board considerations that will facilitate an approach to opportunity consideration and selection. This allows for maximum flexibility when funding is made available while avoiding the potential for pursuing funding for a project inconsistent with the organizational priorities.

As with other elements of the District's policy and operational direction, the grant strategy requires a high degree of coordination and communication across programs.

AGENCY GOALS AND OBJECTIVES:

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

Respectfully submitted:

Kelly Malloy
Director of Strategic Services

ATTACHMENTS:

Description

Draft Grant Strategy

Type

Backup Material

GRANT STRATEGY

East Valley Water District (EVWD) has been very successful at securing and completing projects with the help of grant funding. Using this experience, the District continues to develop a strategy for the approach and prioritization of funding in a manner that supports the District's Strategic Plan. Funding opportunities may include methods such as competitive grants, appropriations, formula-based funding and per capita allocations to reduce ratepayer expenses.

EAST VALLEY WATER DISTRICT ROLES & RESPONSIBILITIES

Board of Directors

- Review, advise and adopt the Grant Strategy.
- Consider approval of Resolutions, delegation of authority, applications, letters of support and other policy level documentation, as necessary.
- Consider signing acknowledgements and certifications, as necessary.
- Should the consideration of a grant opportunity not be consistent with the adopted Strategic Initiatives, Five-Year Plan or other adopted planning document, the Board of Directors would consider authorizing the application prior to submission.

General Manager/CEO & Staff

- Update the Grant Strategy, as approved by the Board of Directors.
- Monitor grant availability and evaluate the potential benefits to the District.
- Coordinate Grant Strategy with the Board of Directors to promote the interests of EVWD to decision makers at all levels of government.
- The General Manager/CEO is authorized to submit grant program applications on behalf of the Board of Directors, so long as the grant is consistent with the adopted Strategic Initiatives, Five-Year Plan, and other adopted planning documents.
- Participate in meetings with funding agency representatives, legislators, Board of Directors and other public officials, as needed.
- Work with Consultants to develop grant applications, maintain application logs and priorities and maintain Grant Strategy, as needed.
- Develop and submit grant reporting requirements as required by secured funding sources.

- The General Manager/CEO and designated staff may participate in grant discussions on behalf of the District, so long as it is consistent with the Strategic Initiatives and Grant Strategy.

Consultant

- Monitor, review, and advise staff of funding opportunities that align with the District's Grant Strategy.
- As necessary, work with District staff to draft grant applications in a manner that is both competitive and consistent with the organizational priorities and application requirements.
- As necessary, assist with grant management and reporting requirements.
- Provide an exceptional level of transparency, ethics, and customer service in representing East Valley Water District's interest to all funding agency officials, staff, and agencies.
- As necessary, participate in workshops, technical discussions, and agency interactions on behalf of the District.

Funding Source Considerations

The Grant Strategy reflects the priorities adopted by the Board of Directors through the Strategic Initiatives, Five-Year Work Plan, and other planning documents. It is designed to serve as a guide for East Valley Water District's efforts in pursuit of funding from local, State, and Federal agencies.

ORGANIZATIONAL EVALUATION

Planning Efforts

East Valley Water District puts extensive effort into developing Planning Documents that balance the needs of proactive efforts with day-to-day needs. These documents are developed in a collaborative setting and have been adopted by the Governing Board including, but not limited to:

- Strategic Initiatives (Organization Vision, Core Values, Agency Goals and Objectives)
- Five-Year Plan
- Annual Budget
- Capital Improvement Plan
- Water/ Wastewater Master Plans
- Hazard Mitigation Plan
- Legislative Platform

- Internal Policies

Financial Elements

Grant funding can be a resourceful means of financing projects while minimizing the impact on ratepayers. These programs are ideal when the Strategic Priorities of the District align with the funding agency. While there are many funding sources available, few will be consistent with the District's planning efforts. When considering the submission of a grant application, the District shall assess the following financial considerations:

- The District should monitor the cost for active grant funded projects and ensure that they will not interfere with existing funding and that there are adequate resources to ensure the application commitments could be fulfilled.
- Recognize that the cost for application preparation averages 10% of the request including staff and consultant expenditures. When pursued, this is an investment in the District that will not be reimbursable by the grant, if successful.
- Understand the funding requirements of the grant including maximum request amount, funding match requirement, and reporting/audit requirements.
- Utilization of specialized grant consultants can strategically invest resources in the pursuit and monitoring of constantly changing funding opportunities.

Program Assessment

In addition to financial consideration, each grant or loan opportunity will be focused to support the funding agencies priorities and regulatory obligations. When monitoring calls for application and considering grant opportunities, the District should ensure that programs are consistent with existing strategic planning efforts. The grants, appropriations, formula-based funding, and per capita allocations should assess:

- Evaluating programs to determine where the District will be the most competitive.
- The funding source's consistency with the District's plan and vision as identified in the planning documents.
- Upcoming and new legislation incentivizing the District's participation in the funding program.
- Current staff capacity to seek, pursue and manage the particular grant.
- Previous experience, if any, with the funding agency.
- The planned program timing and the alignment with the District's effort. Understand that if successful, funding awards typically occur no less than six months after application submittal, and in many cases 12-18 months later.
- District's access to the data requested in the application or in the subsequent reporting requirements.
- Cost benefit review to pursuing the funding source, considering commitments, reporting requirements, staff resources, and funding request amount. In general, this amount should be no less than \$100,000 to justify necessary funding administration efforts.

- Funding source schedule and whether the source is cyclical to assess the cycle the District would be the most competitive.

GRANT FUNDING

Successful Grant Awards

Project	Entity	Type
Earthquake Seismic Valve Study	California Office of Emergency Services (CalOES)	HMGP
Water Main Retrofit	FEMA/California Office of Emergency Services (CalOES)	BRIC
Generator	California Office of Emergency Services (CalOES)	Comm. Power Resiliency Funding
Drought Contingency Plan	Bureau of Reclamation	WaterSmart Drought Contingency Planning Grant
Public Assistance- COVID-19 Cat b	FEMA	Public Assistance Cat. B- Emerg. Protective measures
Public Assistance- COVID-19 Cat b	FEMA	Public Assistance Cat. B- Emerg. Protective measures
Public Assistance- COVID-19 Cat z	FEMA	Public Assistance Cat. Z- Management Costs
Water Main Retrofit	California Office of Emergency Services (CalOES)	HMGP DR-4569 - October Wildfires
Water Main Retrofit	California Office of Emergency Services (CalOES)	HMGP DR-4558 - August Wildfires
SNRC Landscape	Dept. of Natural Resources	Urban Greening Grant
SNRC Project	State Water Resources Control Board (SWRCB)	SRF/Prop 1
SNRC CAEATFA	California Alternative Energy and Advanced Transportation Financing Authority (CAEATFA)	Sales Tax Exclusion
SNRC Digester Elements	CA Energy Commission	2021 ACEE/EPIC programs

Plant 134 GAC	State Water Resources Control Board (SWRCB)	SRF
Arroyo Verde Consolidation	State Water Resources Control Board (SWRCB) (CA Department of Public Health)	Safe Drinking Water
Baseline Gardens Consolidation	State Water Resources Control Board (SWRCB) (CA Department of Public Health)	Safe Drinking Water
AMI Meter - Water/Energy	Department of Natural Resources	2014 Water-Energy Grant Program
Plant 150 Design	State Water Resources Control Board (SWRCB) (CA Department of Public Health)	SRF
North Fork Pipeline	FEMA	
Plant 134 Expansion	State Water Resources Control Board (SWRCB)	SRF grant
Eastwood Farms Consolidation	State Water Resources Control Board (SWRCB)(CA Department of Public Health)	Safe Drinking Water
Plant 134 Cook Creek bridge	FEMA	Disaster reimbursement

Potential Grant Funding

As a California Special District that provides water and wastewater services, the District is eligible to submit applications for many grants offered by multiple state and federal agencies. Funding agency initiatives that are consistent with District projects include: disaster mitigation, water quality, alternative energy/waste diversion, and carbon emission reduction. While new funding opportunities are generated following the implementation of legislation, the following are examples of potential funding agencies with goals that align with the District's priorities:

Agency	General Project Type	Grant/ Loan	Potential Projects
State of California			
Office of Emergency Services	Planning, Disaster Mitigation, Disaster Recovery	Grants	Pipeline replacement, reservoir study, emergency cost recovery
Department of Natural Resources	Carbon emission reduction, park space	Grants	SNRC public space
Energy Commission	Alternative energy generation	Grants/ Loans	SNRC digesters

CalRecycle	Waste diversion, alternative energy generation	Grants	SNRC digester
State Water Resources Control Board	Planning, Capital Construction	Grants/ Loans	Surface water treatment plant, facility treatment
Federal			
Bureau of Reclamation	Water efficiency	Grants	Conservation planning, capital projects, water conservation rebates
Environmental Protection Agency	Water infrastructure, water quality	Grants	Pipeline replacement, reservoir construction, surface water treatment plant, facility treatment enhancements
Federal Emergency Management Agency	Planning, Disaster Mitigation, Disaster Recovery	Grants	Reservoir construction, pipeline replacement, generator installation, emergency cost recovery