MWD
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

November 2, 1993

To: Board of Directors

From: General Manager

Subject: General Manager's Report for October 1993

Transmitted as an attachment is the General Manager's Monthly Report for October 1993. This report is intended to convey information on timely matters from the thirteen divisions within the Office of the General Manager. Matters which have been the subject of recent Board action are not necessarily included, nor are the routine operations/progressions of work in progress.

for John R. Wodraska

SMF
Attachment

ACTIVITIES OF THE GENERAL MANAGER AND HIS ASSISTANTS			
Metropolitan Attendees	**Date**	**Agency/Organization**	**Purpose/Topic**
J. R. Wodraska R. W. Balcerzak	9/18	Management and Employees Social Event	Annual Employees Picnic
J. R. Wodraska	9/21	Environmental Water Leadership Council Meeting	MWD's professional management style approach to issues
J. R. Wodraska	9/22	MWD Department, Assistant Department, and Division Managers	Bi-monthly MWD issues discussion
J. R. Wodraska	9/22	Local Project/Reclaimed Water Workshop	Participant, along with reps from member agencies
J. R. Wodraska R. W. Balcerzak	9/23	Tour of Metropolitan Desert Facilities	Examination of operations and introductory meetings with employees
R. W. Balcerzak	9/24	Eric Lindvall	Discussion of Eastside Reservoir
J. R. Wodraska	9/24	California Urban Water Agencies	Participant in Board of Representatives meeting
J. R. Wodraska	9/27	Lake Mathews and Mills Plant staff	Introductory meetings
J. R. Wodraska	9/27	Southern California Water Committee: John Anderson and Don Hanley	Discuss MWD's participation in the organization
J. R. Wodraska A. Baker	9/28	Acting Board Chairman Patrick H. Miller, and Nelson Rising	Discuss Blue Ribbon Task Force
J. R. Wodraska and staff	9/29	Consultants: Bart Levolsi, Henry Chanin, and Dave Houston of Smith Barney	Discuss MWD's financial issues
F. W. Horne	9/29	Anil Bamezai	Attrition Study
J. R. Wodraska	9/30	Equal Employment Opportunity Advisory Committee	EEO priorities and strategies
J. R. Wodraska	9/30	DUS, consultant, and O'Brien Partners	Discuss District rate structure
R. W. Balcerzak	9/30	U. S. National Committee on Tunneling Technology	Exploratory Studies Facility at the Yucca Mountain Project

ACTIVITIES OF THE GENERAL MANAGER AND HIS ASSISTANTS			
Metropolitan Attendees	**Date**	**Agency/Organization**	**Purpose/Topic**
F. W. Horne, N. G. Taylor, and staff	9/30	Steve Yeager, Bay Delta Council	Endangered Species
J. R. Wodraska	10/1	Western Urban Water Coalition	Meeting attendee in Las Vegas
F. W. Horne	10/4	Integrated Utilities lunch meeting with Kees Corsmith	Discuss MWD future options
F. W. Horne	10/4	Peter Lewis, Lewis Group	Public Affairs assessment
R. W. Balcerzak	10/5	Operations Division Annual Staff Meeting, Gene Headquarters	Discuss current MWD issues
J. R. Wodraska, F. W. Horne, and Theresa Speake	10/8	Professional Hispanics in Energy	Meeting attendees in City of Industry
R. W. Balcerzak	10/8	David Friedman, Executive Director, Blue Ribbon Task Force	Tour of MWD facilities
J. R. Wodraska	10/9 - 10/10	Association of Metropolitan Water Agencies 1993 Annual Meeting	Attendee in Seattle, Washington
J. R. Wodraska and Ed Means	10/12	Member Agencies Financial Work Group	Attendee and participant
J. R. Wodraska, R. E. Corley, T. Quinn	10/13	Edward C. Giermann, Vice President of J. G. Boswell Company	Agricultural operations tour in the San Joaquin Valley
D. L. Georgeson	10/13	Representatives of California Urban Water Agencies	Proposed EPA Bay-Delta Water Quality Standards
J. R. Wodraska	10/14	Henry Dean, John Williams, and Denice Prescod of St. Johns River Water Management District	Discuss MWD's operations and various water issues
J. R. Wodraska	10/14	Utilities Telecommunications Council Representatives	Metropolitan's role in UTC
F. W. Horne	10/14	Joe Baker and Dr. Powell, Western Governmental Research Association	Workshops
J. R. Wodraska, F. W. Horne	10/15	Member Agency Managers Meeting hosted by Calleguas Municipal Water District	Attendees and participants

ACTIVITIES OF THE GENERAL MANAGER AND HIS ASSISTANTS			
Metropolitan Attendees	**Date**	**Agency/Organization**	**Purpose/Topic**
F. W. Horne	10/15	Nick Conway, Consultant on Blue Ribbon Committee	Blue Ribbon Issues
J. R. Wodraska, G. F. Ivey	10/18	MWD Director Carolyn L. Green	Minority Outreach Program
J. R. Wodraska	10/18	Hazardous Materials Steering Committee	Meeting attendee and participant
J. R. Wodraska, E. Ungerman	10/18	Don McIntyre, President and Chief Executive Officer of Central City Association (CCA), and Dan Waters of LADWP	Discuss Metropolitan's support in CCA
J. R. Wodraska	10/18	Valley Industry and Commerce Association Board of Directors Meeting	Attendee and introductory speaker
J. R. Wodraska and staff	10/18	Howard Osterman of DUS Consultants	Meeting concerning MWD rate structure
F. W. Horne, D. L. Georgeson, G. Leddy	10/18	Representatives of Bond Rating Agencies: Standard & Poor's, Moody's, and O'Brien Partners	Briefing on MWD programs and finances
F. W. Horne	10/18	Doley of Doley & Dymally Financial Services Investments	Discuss possible future options
J. R. Wodraska Howard Osterman, and MWD staff	10/19	Financial Rate Structure Meeting with Member Agency Managers	Meeting participant at MWDOC
J. R. Wodraska	10/19	Gwen Moore Hearings	Opening statement speaker in Los Angeles
J. R. Wodraska	10/19	Jerry Meral of the Planning and Conservation League	Meeting to discuss water issues
J. R. Wodraska, N. G. Taylor, D. L. Georgeson, and T. Quinn	10/19	Tom Clark and Dave Schuster of Kern County Water Agency	Discuss setting of EPA standards
J. R. Wodraska, D. L. Georgeson	10/19	Clean Water Act	Participants in telephone conference call

ACTIVITIES OF THE GENERAL MANAGER AND HIS ASSISTANTS			
Metropolitan Attendees	**Date**	**Agency/Organization**	**Purpose/Topic**
J. R. Wodraska, F. W. Horne, G. F. Ivey	10/19	Meeting with Gwen Moore	MWD's minority recruitment
F. W. Horne	10/19	Gwen Moore Hearings	Affirmative Action Program, and MBE/WBE Program Implementation
J. R. Wodraska	10/20	Peer Review Group	Presentation of results of their findings
J. R. Wodraska	10/20	Interview by Terry Fitzpatrick of PBS	Discuss water transfer issues
D. L. Georgeson	10/20 and 10/21	SWC Bay/Delta Policy Group meeting; and SWC Board of Directors meeting	Chairman of SWC

INFORMATION SYSTEMS ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
ISSP Phase One	Consultant was selected to work with the Program Office team to oversee all Phase One project activities. Consultant will serve as a liaison between the Program Office and the different project managers to answer questions, administer policy, and address issues.
Telephone Management	An agreement was entered into with the developer of a telephone management software tool for upgrading the CBX and PhoneMail system. In exchange for evaluating the product for the vendor prior to its final production, the software was offered to MWD at a significantly reduced price, saving MWD approximately $26,000.
Project Management Handbook	The Project Management Handbook has been completed. This handbook will instruct users how to utilize management tools to manage projects from beginning to end.
Cellular Telephones	Staff has developed procedures for reporting cellular telephone charges to the respective divisions on a monthly basis. Since the procedure was implemented in August, an average reduction in charges of $5,000 per month has been realized.

INFORMATION SYSTEMS ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
LAN Cross-Training	District hardware technicians were trained to configure LAN-attached computers (local area networks). The cross-training will save an average of 30 man-hours per technician per month

WATER QUALITY ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Legislation/Regulation	The U.S. Senate is considering a new bill to re-authorize the Clean Water Act. Metropolitan's interests on key issues include listing drinking water protection as a specific purpose of the law; requiring increased monitoring of wastewater discharges and agricultural runoff; and encouraging the use of reclaimed water.
Disinfectant/Disinfection By-Product (D/DBP) Regulatory Negotiation (Reg Neg)	The final proposed versions of the D/DBP rule, Information Collection Requirements (ICR), and Enhanced Surface Water Treatment Rule have been prepared but three issues need to be resolved: choice of language regarding the potential impact of a re-authorized Safe Drinking Water Act on the D/DBP Rule; the maximum residual disinfectant level for chlorine; and the USEPA's ability to fund data management of ICR and D/DBP health-effects studies.
Taste-and-Odor (T&O) Monitoring and Control	A T&O episode in Lake Mathews peaked, with MIB levels reaching 10 ng/L in the Weymouth plant effluent on Sept. 21-22. State project water from the California Aqueduct's East Branch was used temporarily to blend down the MIB concentration. A significant T&O episode is also occurring in Castaic Lake, where MIB levels at the surface of the reservoir (produced primarily by **Pseudanabaena** sp.) have reached ~160 ng/L. However, MIB levels are lower at the depths where water is withdrawn. The Jensen plant's service area has been reduced to minimize the number of customers receiving affected waters. Member agencies and the press were notified of impending T&O problems.
Lead and Copper Rule (LCR) Compliance Monitoring	The first semiannual round of sampling for LCR compliance was conducted in August and September at the five desert pumping plants. All locations were found to be in compliance with the LCR.

ENVIRONMENTAL COMPLIANCE ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Landfills	The California Regional Water Quality Control Board (CRWQCB) adopted amendments to the Iron Mountain Landfill's waste discharge requirements, requiring installation of a composite liner in the landfill cells prior to discharging wastes starting October 9, 1993. A letter was prepared to the CRWQCB quoting the liner requirement exemption provided by 40 CFR Part 258 for small landfills like the Iron Mountain Landfill.
Regulatory and Legislative Developments	The Santa Ana Regional Water Quality Control Board (SARWQCB) incorporated specific water quality objectives regarding temporary pH changes and residual chlorine concentrations in the Second Draft Basin Plan. Metropolitan has a number of permitted discharges (NPDES) under the jurisdiction of the SARWQCB; without the changed objectives, the proposed water quality concentrations would have made it difficult to conduct maintenance dewatering activities. Staff will monitor the final draft for any changes that may warrant further Metropolitan comments.
Remediation Projects	Clean-up of the former underground storage tank area at the District's Arroyo Seco property began in late September, and was expected to be completed by the middle of October.

PUBLIC AFFAIRS ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Media	Reporters contacted staff for information on the District's proposed agreement with Areias Dairy Farms for the first water transfer under CVP reform legislation; on the resignation of Chairman Michael J. Gage and the appointment of Acting Board Chairman Patrick Miller; the appointment of new Board members to represent the City of Los Angeles; a report on water quality issued by the National Resource Defense Council; and on the District's continuing search for a permanent headquarters.
Government Relations	Staff participated in two Western Municipal Water District of Riverside County Board meeting discussions with several dozen retail water customers concerned about water rates. Background information on Metropolitan's wholesale rate increases has been offered to members of the State Assembly in Western's service area. Staff also participated in a special meeting for elected representatives from the Hemet-San Jacinto area concerning the Domenigoni Valley Reservoir Project.

PUBLIC AFFAIRS ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Education Programs	Distribution began of the 1994 Water is Life calendar. It will be distributed to all principals, superintendents, and other educators who have requested Metropolitan's educational materials.

RIGHT OF WAY AND LAND ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Domenigoni Valley Reservoir Project	Of approximately 156 parcels certified for acquisition for the reservoir, 76 have reached negotiated settlements. This represents 49 percent of the required ownerships and 64 percent of the surface area. Out of 101 identified relocation assistance cases, 46 are still open and Metropolitan has initiated condemnation proceedings on 75 parcels for the reservoir and 3 parcels for the relocation of Newport Road. Sixteen appraisal reports were received; nine are pending and seven have been reviewed.
Eastside Pipeline	Appraisals are underway on 14 of the 25 parcels identified for the Eastside Pipeline.
Inland Feeder	Staff received the remainder of the title research reports for the railroad parcels along Opal Avenue and the remainder of the railroad crossings from the consultant.
Etiwanda Pipeline	Escrow was opened for the acquisition of a parcel owned by the San Bernardino Flood Control District. A settlement was reached with Southern California Edison Company and it will forward the easement documents for recording since no escrow is required.
Morris Reservoir	Staff continues negotiations with Los Angeles County for the transfer of title of Morris Reservoir from Metropolitan to Los Angeles County.
Diemer Plant	An independent appraisal firm was hired to appraise property needed for the expansion of the Diemer plant.
Public Hearing Notices	Ten public hearing notices for proposed private and/or commercial projects were processed. Three may affect MWD facilities; the remaining seven do not.

OPERATIONS ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Water Supply and Delivery: Colorado River Water (CRW)	September: CRW pumped during September 1993 was 108,800 AF, an eight-pump average flow. Electrical energy used was 212,803,294 kWh. October: Projected CRW pumping is 111,000 AF. Projected energy use is 219 million kWh.
Water Supply and Delivery: State Project Water (SPW)	SPW delivered during September was 81,400 AF; Projected delivery for October is 57,000 AF. DWR share of San Luis Reservoir storage on October 11 was 93 percent of capacity, or 984,000 AF.
Water Sales	Total water sales for September 1993 were 176,674 AF. Total water sales for September 1992 were 171,308 AF. September sales record (1990) is 222,694 AF.
Hydroelectric Operations/Sales	Hydroelectric generation for September ranged from 34 to 51 megawatts; Power production for September was 32.7 million kWh; Gross revenues for September were $1.7 million; Projected power production for October 1993 is 38 million kWh; and Projected revenues for October are $1.6 million.
System Operations	San Joaquin Reservoir continues to be on bypass to assist the City of Newport Beach meet its water quality standards.
Shutdowns	Lake Perris Bypass Pipeline was shut down for five days this month to replace a butterfly valve seal.
Construction and Maintenance	Special Services divers installed a vacuum breaker at the repaired sink hole at the San Joaquin Reservoir. Shortly after this sink hole was sealed and the vacuum breaker installed, the seepage at the east foot of the San Joaquin Dam dried up. Testing of the Etiwanda pipeline, reservoir, and control facility has been completed. Subsequently, the influent pipeline was dewatered to facilitate installation of the 54-inch turbine shutoff valve for the power plant.
Control Systems	Following a status review meeting with the contractor on the project to upgrade existing plant control systems, an additional delay of four weeks was identified (approximately the end of April 1994) for project completion. Also, the contractor's parent company filed for reorganization and/or bankruptcy.

WATER STORAGE INFORMATION FOR MWD & SWP					
Reservoir	**October 1 Storage (AF)**	**October 1 Storage % Of Capacity**	**Projected Storage By October 31 (AF)**	**Projected Storage By Nov. 30 (AF)**	**Reservoir Capacity (AF)**
MWD Terminal Reservoirs:					
Lake Mathews	132,200	73 %	110,000	90,000	182,000
Lake Skinner	39,800	90 %	38,000	37,000	44,000
SWP Southern California Reservoirs:					
Pyramid Lake	151,700	91 %	156,000	152,000	166,000
Lake Castaic	244,300	80 %	230,000	205,000	305,000
Silverwood Lake	63,800	91 %	66,000	64,000	70,000
Lake Perris	116,000	94 %	115,000	114,000	124,000

ENGINEERING ACTIVTTIES IN PROGRESS		
Program	**Project Scope/Purpose**	**Status**
Reimbursables	San Joaquin Reservoir service water system modifications for achieving compatibility with an increased chlorinator capacity	Preliminary Design
	Calabasas Feeder relocation for accommodating construction of a proposed Route 101 Ventura Freeway Interchange project	Advertised for Bids
	Service Connection B-5 enlargement relative to a Burbank groundwater cleanup project	Final Design
Chino Basin	Chino Basin Conjunctive Use Study/Groundwater Storage Program	Final Design
Diemer Plant Modifications	Washwater reclamation plant No. 1 modifications to meet increasing water demands and accommodate increased Diemer plant capacity	Final Design
Mills Area Project	Finished water reservoir No. 2--install Hypalon lining and floating cover in compliance with SCAQMD and EPA requirements	Final Design

ENGINEERING ACTIVITIES IN PROGRESS		
Program	**Project Scope/Purpose**	**Status**
Jensen--Expansion of Filtration Plant	Reservoir No. 2--groundwater dewatering system to improve soil stability and prevent infiltration and excessive uplift pressures	Final Design
	Reservoir No. 1--modifications to hydraulically split flows and improve contact time	Final Design
	Chemical feed and storage facilities--expansion for corresponding with expanded plant capacity under Jensen Expansion No. 1 project	Final Design
	Chlorine feed system construction	Final Design
	Standby emergency power generation system installation	Preliminary Design
	Finished water reservoir No. 2--install Hypalon cover for water quality protection	Final Design
Inland Feeder Program Contracts	No. 1--Devil Canyon to Waterman	Preliminary Design
	No. 2--East San Bernardino tunnel and portal	Preliminary Design
	No. 3--pipeline parallel to Highway 330, City Creek Levee and Boulder Avenue	Preliminary Design
	No. 4--soft ground tunnel under Santa Ana wash	Preliminary Design
	No. 5--Opal Avenue portal and tunnel through Riverside Badlands	Preliminary Design
	No. 6--Gilman Springs portal and tunnel through Riverside Badlands	Preliminary Design
	No. 7--pipeline through San Jacinto Valley	Preliminary Design
	No. 8--pipeline parallel to Davis Road	Preliminary Design
	No. 9--pipeline parallel to Casa Loma Canal	Preliminary Design

ENGINEERING ACTIVITIES IN PROGRESS		
Program	**Project Scope/Purpose**	**Status**
San Joaquin Reservoir	San Joaquin Reservoir Improvement Project Hypalon floating cover installation	Preliminary Design
Operations Control Center	Operations Control Center at Eagle Rock facility for centralized control of distribution system and back-up emergency operations	Preliminary Design
Domenigoni Valley Reservoir Program	Reservoir Project	Final Design
	Pipeline	Final Design
	Newport Road	Final Design
	Inlet/outlet control tower	Preliminary Design
	Pump generating station No. 1 operations facility	Preliminary Design
	Temporary visitor center construction	Preliminary Design
	Work package No. 43--engineering mobilization	Preliminary Design
	Work package No. 7--design of the west dam and west access road	Preliminary Design
	Work package No. 8--design of the east dam and east access road	Preliminary Design
	Work package No. 20--design of the east dam excavation and foundation	Preliminary Design
	Work package No. 21--design of the west dam excavation and foundation	Preliminary Design
	Work package No. 25--design of borrow excavation	Preliminary Design
	San Diego Pipelines Nos. 1 and 2 and San Diego Canal emergency interconnection	Preliminary Design
	Temporary field office	Contract Pending

ENGINEERING ACTIVITIES IN PROGRESS		
Program	**Project Scope/Purpose**	**Status**
Chemical Containment Program	All Metropolitan facilities--chemical containment studies for reducing risk of process and non-process chemicals escaping into the environment from Metropolitan facilities	Study
	Diemer Plant--relocate ammonia facilities	Final Design
	Weymouth Plant--relocate ammonia facilities	Final Design
	Jensen Plant--relocate ammonia facilities	Final Design
	Jensen Plant--long-term chemical containment facilities	Final Design
	Weymouth Plant--long-term chemical containment facilities	Preliminary Design
	Diemer Plant--long-term chemical containment facilities	Final Design
	Mills Plant--long-term chemical containment facilities	Final Design
	Skinner Plant--long-term chemical containment facilities	Preliminary Design
	All pumping plants--long-term chemical containment facilities	Final Design
	Hydroelectric power plants--long-term chemical containment facilities	Preliminary Design
	Metropolitan reservoirs--long-term chemical containment facilities	Preliminary Design
Desalination Program	5-MGD demonstration plant for evaluating desalination processes and costs	Preliminary Design
Seismic Modifications at CRA Pumping Plants and Pipelines	All pumping plants--seismic modifications of the discharge pipelines	Final Design
	All pumping plants--seismic modifications of all five pumping plant buildings	Final Design
Chlorine Release Containment and Neutralization	All facilities--chlorine release containment and neutralization measures	Final Design

ENGINEERING ACTIVITIES IN PROGRESS		
Program	**Project Scope/Purpose**	**Status**
CRA and Orange County and Garvey Reservoirs	All pumping plants--replace chlorination systems with hypochlorination systems.	Final Design
	Orange County Reservoir--replace chlorination system with hypochlorination liquid-bleach system in order to eliminate the use of gaseous chlorine	Final Design
	Garvey Reservoir--replace chlorination system with hypochlorination system	Final Design
Water Quality Lab Expansion	Water Quality Laboratory building expansion to accommodate staffing and water quality activity increases	Preliminary Design
Garvey Reservoir Restoration	Garvey Reservoir--restore the 1,500-AF Monterey Park facility to service	Final Design
Lake Skinner Bypass Pipeline	Lake Skinner bypass pipeline No. 2 screen installations for removing algae, weeds, and other debris	Final Design
Cathodic Protection Systems	Middle Feeder--install cathodic protection system	Final Design
	Lower Feeder--install cathodic protection system	Final Design
	West Coast Feeder--install cathodic protection system	Final Design
Skinner--Landfill Expansion	Skinner plant landfill expansion for meeting sludge disposal requirements	Preliminary Design
All Filtration Plants--Ferric Chloride	Use of ferric chloride as an alternative primary coagulant in treatment processes	Study
Permanent Electrolysis Test Stations	Palos Verdes, Middle Cross, and Middle Feeders--install electrolysis monitoring stations for impacts from stray electrical currents from the Los Angeles Blue Line rail transit system	Contract Pending

FINANCE ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Blue Ribbon Task Force Business Practices Subcommittee	Work continued on expanding MET's investment policy. Proposed changes will be available for the Finance and Insurance Committee's review in November.
Proposed Revenue Refunding Bond Issues	Necessary preparations are in progress to refund certain revenue bonds should interest rates continue to decline.
Accounts Payable in September	Overall average payment from invoice date: 25 days Average payment for utilities: 24 days Expense claims: 10 days
Strategic Plan	Staff participated in the Employee Integration Group for the Strategic Plan, designed to develop the scope of work for implementing the Strategic Plan throughout MWD's work force. Staff also participated in a Budget Integration Process project which will redesign the budget format to integrate objectives and strategies from the Strategic Plan.
Forward Interest Rate 1986 Bond Refunding	Staff completed and mailed RFP's and reviewed responses of interested underwriters. Meetings were held with Bond Counsel to draft appropriate documentation. Presentations to Finance and Insurance Committee for recommended action will be made in December 1993.
Rating Agencies Tour	A tour of Metropolitan Water District facilities was conducted for the benefit of the major credit rating agencies. Four personnel from each agency attended the tour along with the District's financial advisor, and finance and legal staff.
Rate Structure	Staff continued participation in the Financial Structure Study by preparing various projected revenue and rate scenarios to analyze the effects of alternative new revenue sources.
Treasury Investment System	The Treasury Investment System continues to be tested and documented. The system is now being operated in a LAN environment and full parallel testing is being scheduled. The effective implementation date has been set for November 1993.

PERSONNEL ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Red Cross Blood Drive	A record number of 87 employees donated blood to the American Red Cross Blood Drive which was held at Cal Plaza on September 28, 1993.
Daily Medical Activity Statistics	Medical Evaluations: First Responders - 28, Respirator Wearers - 36, Commercial Drivers - 11, Van Pool Drivers - 4, Pre-placement - 5, Job Transfers - 7, Return-to-work - 37, Executive Wellness Reimbursement - 4, Executive Medical Examainations - 3, Walk-ins - 66, Special Medical Evaluations - 2, Blood Pressure Checks/Health Consults at Cal-Plaza - 140. Total Services: 343
Employee Assistance Program (EAP) Related Matters	Utilization rates for the Employee Assistance Program have been steadily increasing, not only in the self-referral area, but also in the number of supervisory referrals. Professional staff continues to receive almost daily phone calls from employees and supervisors requiring assistance with personal issues.
Environmental Health & Safety/Medical Issues	The Supervising Nurse Practitioner continued with Environmental Health and Safety staff concerning the Bloodborne Pathogens Exposure control plan. Training for District-wide bloodborne pathogens was scheduled for November. In addition, the Supervising Nurse Practitioner researched the recent outbreak of Hantavirus in the Southwest, in response to a request for review and comments of an information bulletin being prepared by the Environmental Health and Safety Division. The increase in calls by employees experiencing work-related stress continued. Most of these are related to increased work load, decreased staff, and fear of job loss. We have been unable to quantify these calls.

PERSONNEL ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Workers' Compensation	The Claims Section received 21 claims for workers' compensation during this reporting period. The total for this fiscal year is 63 cases. Of these 35 were no-lost-time cases, 23 involved lost time from work, four involved first aid only, and one involved a death case. The number of injuries reported during this period increased by one when compared with the number of claims reported during the same period last year. This is an increase of 5% over the number of claims reported during the same period last year. The Claims Section selected a third party administrator for MWD's self-insured Workers' Compensation Program, effective October 1, 1993; coordinated the transfer of the existing workers' compensation files; and disbursed appropriate forms and notices to all MWD facilities. The Claims Section completed the Public Self-Insurer's Annual Report and submitted it to the State of California, Department of Industrial Relations, Office of Self-Insurance Plans.
Liability/Property Damage	The Claims Section received 17 claims involving liability or property damage during this reporting period. Six claim forms were received for property damage or bodily injury from third parties.
Regular Positions filled during September (from period 8/29/93 to 9/25/93)	Administrative Services . . . . . 1 Engineering . . . . . 2 Environmental Compliance . . . . . 1 Information Systems . . . . . 2 Operations . . . . . 4 Right-of-Way and Land 1
AA/EEO Outreach - Job Fairs	Attended and staffed two key job fairs which specifically targeted Hispanics. The Society of Hispanic Professional Engineers Career Expo held in San Diego on September 24 targeted Hispanic engineers, and Centro Maravilla's Fourth Annual Community Job Fair held in East Los Angeles on September 25 attracted Hispanic job seekers from all job categories.
Nepotism Policy	Prepared draft policy and accompanying procedures for the General Manager clarifying Metropolitan's policy on hiring relatives of existing employees.

RESOURCES ACTIVITIES/PROJECTS IN PROGRESS	
Program or Project	**Activity During the Reporting Period**
All American Canal Lining Project	The in-progress FEIS/FEIR will contain a table of mitigation commitments for the preferred alternative (a parallel canal from Pilot Knob to Drop 3) which depicts maximum estimated mitigation costs of approximately $1.4 million.
Water Conservation Agreement With Imperial Irrigation District	During September, 5.6 miles of lateral canals were concrete lined and an on-farm tailwater recovery system was completed under the Water Conservation Agreement with Imperial Irrigation District. A total of 12.5 miles of earthen canals are scheduled to be lined in 1994.
	Representatives of Arizona, California, and Nevada agencies met to discuss the feasibility of California and Nevada agencies storing additional Colorado River water underground in Arizona, and agreement was reached to prepare a set of principles for such a storage program.
Etiwanda Power Plant Transmission Service Agreement	Under a proposed power transmission service agreement, MWD would pay Edison charges for firm transmission service; provide interruptible transmission service as required, scheduling and dispatching of plant energy, and regulation services, initially estimated at $419,000 per year.
Groundwater Recovery Program (GRP)	Work is in progress for several desalter projects: Chino Desalter, Menifee Desalter, Capistrano Beach Desalter Project, and a San Diego CWA/Sweetwater Authority desalter.
Chino Basin Conjunctive-Use Project	Short-Term Conjunctive-Use Project: Facility construction is now complete and a successful pump test was accomplished on October 7. Watermaster approved a one-year extension of the term of the project. A facility dedication has been scheduled for early November and is being planned by Public Affairs.
Groundwater Reports	The draft Report 991 on regional groundwater quality conditions was distributed to member agency managers for review and comment.
Hydroelectric Power Plants Operations	Energy generation for the month of September was 32,731,720 kWh with a gross revenue of $1,722,108.41. For October, energy generation is projected at 38 million kWh with gross revenue estimated at $1,600,000.
Energy Operations	MWD purchased a total of 95,691,794 kWh of supplemental energy at a total cost of $1,680,017.97 in the month of September. With Edison's incremental energy rate averaging 24.16 mills/kWh, and the rates of our supplemental purchases averaging 17.56 mills/kWh, MWD saved about $631,000 in September by keeping purchases of Edison incremental energy to a minimum. For the month of October, supplemental energy requirements are estimated at 98 million kWh with a total cost of about $1.7 million.

RESOURCES ACTIVITIES/PROJECTS IN PROGRESS

Program or Project	Activity During the Reporting Period
CRA System	For September, the CRA averaged an eight-pump flow operation with 108,843 acre-feet (AF) of Colorado River water pumped. The total September electrical energy consumption by the CRA pumping operation was 212,803,294 kWh. For the month of October, CRA operation is expected to divert approximately 108,500 AF of Colorado River water, averaging an eight-pump flow operation. Total energy use for October is estimated at 219 million kWh. On October 12 morning, at 0645 hours, Edison requested CRA load shedding operation at Intake and Gene pumping plants. Edison made the request in order to support the LADWP system which was experiencing loss of generation due to transmission line outages on their Adelanto-Victorville 500 kV transmission system. The importation of power from the Intermountain Generating Station in Utah into the LADWP system was momentarily interrupted. Load shedding operation began at Intake from 0648 hours, and all units at both Intake and Gene were off for about an hour providing 110 megawatts (MW) of load support to Edison's system. All units returned to normal operation at 0828 hours. No other system outages on our 230-kV lines, the interconnections with Edison at Mirage Substation, or with the Western Area Power Administration at both Mead and Parker Substations were reported.
Local Projects Program	Status / Number of Projects / Ultimate Yield (AFY) Agreements Executed — 32 — 147,500 Agreements Under Negotiation — 4 — 22,200 Applications Under Review — 1 — 2,000

PLANNING ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Integrated Resources Planning	The Member Agency Workgroup on Integrated Resource Planning (IRP) met with staff on September 27. Levels of development for each resource were reviewed in order to establish three initial resource mixes for preliminary analysis--(1) maximum local mix, (2) maximum import mix, and (3) MWD Bond Statement resource mix.
SCAG Water Resources Element	Staff has completed preparation of the draft Water Resources Element for Metropolitan's service area. The element shows the projected water demands based on draft SCAG and SANDAG growth management plans and projected supplies based on current planning.
Central Pool Augmentation and Water Quality Project	Public hearings and the public review period were completed on the Draft EIR/EA. Much of the comment was focused on potential impacts to proposed residential developments, tunnel construction, and the impact of the project on water rates.
All-American Canal Lining Project	A draft Mitigation Agreement is in preparation for seven species of plants, two lizards, and one beetle.
Foothill Area Study	Coordination continues with the Integrated Resource Planning (IRP) program and the Distribution System Planning Model (DSPM) is being modified to incorporate known conjunctive use projects in the Foothill Study Area, including Raymond Basin conjunctive use and North Los Posas groundwater basin conjunctive use projects.
Semitropic Conjunctive-Use Project	Groundwater modeling continues to determine project impacts on the groundwater basin underlying Semitropic. The biological consultants have nearly completed the field surveys to identify any potential impacts to sensitive wildlife species within the initial project impact area.
Chino Basin	Metropolitan is developing models to assess any Delta impacts which might result from implementation of the project.
San Gabriel Basin Conjunctive Use EIR	Coordination with the Resources Division regarding their modification of the project description remained ongoing. This included initiation of review of the revised Draft San Gabriel Basin Conjunctive Use Feasibility Study.
Lake Mathews Multi-Species Habitat Conservation Plan (MSHCP)	Coordination with the Riverside County Habitat Conservation Agency (RCHCA) continued regarding the provisions of the MSHCP/ Natural Community Conservation Plan and associated legal agreements.

PLANNING ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Desalination System Integration Study	Staff is developing alternatives for each of twelve potential desalination plant locations in conjunction with existing electric generating stations. The alternatives are being developed in coordination with affected member agencies and local water purveyors in the coastal communities near these generating stations. The alternatives will be analyzed using the same analysis units which have been approved through the IRP process.
Diemer Land Acquisition	Appraisal work was initiated on the Shell E&P lands to the west of the Diemer site that are being evaluated by Metropolitan for purchase. Preliminary agreement with Shell and USFWS was also reached on a strategy for mitigating sensitive habitat now existing on the Diemer site. Under the agreement, Metropolitan would participate as a co-applicant in the Habitat Conservation Plan that is being prepared to mitigate sensitive habitat impacted by the Shell development.
Domenigoni Valley Reservoir	Environmental coordination work included a public scoping meeting and completion of a draft Supplemental EIR for the supply pipeline and second inlet modifications. Mitigation planning for the additional impacts associated with the pipeline project changes and additions was initiated and is expected to be complete in October. Other activities included finalizing the procedures for ethnographic interviews, completion of recovery efforts on the archeological site at Borrow area two (to be cleared for construction in the near future), and continued negotiations with Native Americans regarding reburial of human remains found at the site. The Multi-Species Reserve Management Committee (RMC) approved several Metropolitan proposals for geotechnical work on the Reserve; the road through the Shipley Reserve to Lake Skinner was re-graded; and an RMC meeting with the public was held.
Southwestern Riverside Multi-Species Habitat Conservation Plan (MSHCP)	The development of a GIS database to capture pertinent ecological data for the Southern Riverside reserve area is on-going. The data will be used by the U. S. Fish and Wildlife Service, the State Department of Fish and Game, and researchers from a number of universities to conduct various studies on the ecosystem.
Joseph Jensen Filtration Plant Ozone Retrofit	A detailed schedule outlining the permitting process is being prepared for compliance with Section 404 of the Clean Water Act, and Section 1601 of the Fish and Game code.

PLANNING ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Etiwanda Power Plant	The application process is in-progress for exemption for licensing a small-conduit hydroelectric facility. Staff received letters both from the U.S. Fish and Wildlife Service and from U.S. EPA indicating that they had no comments and would not need to review the application further.

SWP/CONSERVATION ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Commercial-Industrial-Institutional (CII)	MWD received an EPA grant for development of hotel water analysis software; a Reclaimed Water Cooling Tower Handbook was developed by staff working with Central and West Basin MWDs and is being printed; a Leak Detection Study was evaluated.
Landscape Program	Staff sent information to all member agency Conservation Coordinators on two new landscape programs to be offered in the next six months: (1) Bilingual Training Program for landscape gardeners; and (2) Landscape Industry Database Class, in which the member agencies are shown how to develop a database of green-industry professionals in their areas.
School Showerhead Program (Water Hunt Program)	Staff is preparing letter agreements with 25 member and subagencies that have submitted letters of intent to participate in the Water Hunt Program.
Interim Use of the Kern Fan Element (KFE) to Store Carryover Water	The SWP's Groundwater Committee decided to postpone development of the KFE carryover water storage program until next year, partly because of competing demands for use of the Cross Valley Canal, which would be used to transport the individual SWP contractors' water to the KFE property.

ADMINISTRATIVE SERVICES ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Least Cost Planning for Interim Space Options	Staff expects to conclude negotiations to secure approximately 50,000 sf of additional Two California Plaza office space in October 1993. Relocation of most Sunset facility staff will occur by March 1994.

ADMINISTRATIVE SERVICES ACTIVITIES IN PROGRESS	
Issue/Project	**Activity During the Reporting Period**
Permanent Headquarters Evaluation	The Board directed staff to compare the Union Station project--the preferred proposal of the RFP No. 047 process--to the redevelopment of the 1111 Sunset site, the retrofit of the Times-Mirror Square complex in the historic core, and Metropolitan's undeveloped La Verne site. Staff is working with the Task Force to Review Office Space and Building Sites to analyze the opportunities and constraints at each site. The Task Force will make a recommendation to the full Board on a preferred project and a first alternate by the close of 1993.
Invitation of MBE/WBE Certified Firms to District Procurement Activities	Documents were mailed to the over four thousand minority and women business enterprise (MBE/WBE) firms on the CalTrans list of certified companies. This mailing invited these firms to participate in MWD's procurement activities. As they respond, they are added to MWD's data base.
On-line Automated Inventory System	Staff from Central Stores attended a demonstration meeting regarding an automated inventory on-line system application Potential benefits include the elimination of the inventory lag time and excess paper work.
Minority Enterprise Development Week	Minority and Women Business Outreach staff attended numerous seminars and conferences in preparation for Minority Enterprise Development Week, geared toward providing these firms with information concerning the District's numerous supplier, consultant and construction opportunities that are available.