

THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA



General Manager's Monthly Activity Report for January 2018

January 31, 2018

This report identifies the actions and activities taking place during the month that support the objectives of the General Manager's Fiscal Year 2017/18 Strategic Priorities and the Core Business of the GM's work groups.

Joseph Jensen's family visits Metropolitan water treatment plant

It was quite a homecoming last week when John Jensen, the 96-year-old son of Joseph Jensen, visited Metropolitan's Jensen water treatment plant in Granada Hills. Joseph Jensen was the longest serving chairman of Metropolitan's board - from 1949 until his death in 1974. The Jensen plant was dedicated in his honor in 1972.

Jensen, his daughter Elizabeth and son-in-law Thomas were able to experience a VIP tour from retired plant manager David Dean and current manager Ric Johnston. The group then joined a gathering of 20 plant managers and staff who were eager to talk with them and watch a presentation by Metropolitan archivist David Keller.

The family donated Joseph Jensen's hard hat that he wore during his tenure as Chairman of the Board. John Jensen told the gathering, "I am impressed that something so large and important has my father's name on it." And Elizabeth described the visit as "one of the best days of our lives."



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Useful information:

AF = acre-foot, the volume of water to cover an acre of land, one-foot deep. Approximately 326,000 gallons of water, serves annual needs of two typical California families.

TAF=thousand acre-feet.

MAF=million acre-feet.

ADMINISTRATIVE SERVICES

CORE: BUSINESS PROCESSES

Advance continuous business process improvements to improve effectiveness and efficiency while striving for innovation, flexibility, and integration with technology.

Continue innovative sustainability efforts in business practices including, Spring Green Expo, Our Legacy Newsletter, the rideshare program, energy conservation, and recycling efforts.

Planning for the 11th Annual Spring Green Expo and ECO Innovator event scheduled for April 19, 2018 is in progress. Activities for the month:

- Partnered with External Affairs to secure Ms. Sascha Rice as keynote speaker. Ms. Rice is the granddaughter of Governor Edmund “Pat” Brown and niece of Governor Jerry Brown. Ms. Rice will discuss her family’s long history and legacy on water and sustainability
- Launched the 2018 Spring Green Expo website
- Opened registration for exhibitors and students
- Partnered with Water Resource Management to finalize the seminar presenters

ANNEXATIONS

Seek fair and equitable contract agreements with Member Agencies, federal, and state governments to maintain a long-term sustainable wholesale water resource to Southern California.

Metropolitan completed the 106th Fringe Annexation of a portion of the Pechanga Band of Luiseño Mission Indian’s reservation to Eastern Municipal Water District and Metropolitan. The annexation charge and fee were collected, LAFCO recorded the completion documents, and the annexation territory is now within Metropolitan’s service area.

BAY DELTA INITIATIVES

GM STRATEGIC PRIORITY: COMPLETE THE BAY DELTA CONSERVATION PLAN/ CALIFORNIA WATERFIX ENVIRONMENTAL IMPACT REPORT/STATEMENT

Pursue efforts in a lead capacity to complete environmental documentation, financing agreements, and associated permits necessary to implement California WaterFix and EcoRestore.

Pursue Decision on the State’s Proposed Delta Improvements including the California WaterFix and EcoRestore.

California WaterFix

The California WaterFix Petition proceedings before the State Water Resources Control Board (SWRCB) are ongoing. Part 2 of the hearings will address the effects of the proposed project on fish and wildlife, including consideration of appropriate Delta flow criteria. Opening briefs for Part 2 were submitted to the SWRCB on November 30, 2017. In January, multiple parties submitted or joined motions to stay the California WaterFix water rights hearing for 90 days or longer, and the SWRCB is considering those motions. Part 2 of the California WaterFix hearing will resume on February 8. Staff is reviewing testimony and preparing for the hearing.

BAY DELTA INITIATIVES

CORE: BAY DELTA SOLUTIONS

Science Regulatory—Pursue the best scientific research to protect and restore fish, wildlife, and the Delta’s ecosystem while ensuring water supply reliability.

Science/Regulatory

Staff continued participation in the Collaborative Science and Adaptive Management Program (CSAMP), including participation on the Collaborative Adaptive Management Team (CAMT). January activities focused on evaluation of actions to improve conditions for Delta smelt and on development of a 2018 workplan for the CAMT.

Emergency Response—Ensure that Delta emergency response measures are implemented, including actions to develop a freshwater pathway after a major emergency event in the Delta.

Delta Flood Emergency Management Plan

DWR reported that the Stockton stockpile site of emergency response materials has been completed, and that significant rock and other materials storage is available on the ground and in one new and two renovated warehouse facilities. They are evaluating remaining rock contracts to take advantage of the site’s full rock storage capability. DWR is also in the final stages of issuing a contract to procure sheet pile to repair two deep levee breaches. DWR reports that remaining budgeted Proposition 1E bond funds will provide in the range of \$10 million for sheet pile and \$5-7 million for rock stockpile contracts.

DWR’s operations staff is returning from extended commitments at the Oroville spillway reconstruction to facilitate the review and finalization of the Delta Flood Emergency Management Plan. DWR is also evaluating emergency response scenarios and timely emergency response capabilities to agencies with less available storage, including partial pathway solutions and fresh water pulses from upstream reservoirs.

CHIEF FINANCIAL OFFICER

CFO PRIORITY: BUSINESS CONTINUITY

Facilitate district-wide planning and training to prepare employees and managers to effectively carry out critical roles and recover mission essential functions thus ensuring continuity of operations and resiliency in the event of a disaster.

Manage Business Continuity Program in accordance with Operating Policy A-06.

- Continued working with the business units on completing the process-specific business impact analyses.
- Presented an update on Metropolitan’s Business Continuity Program to the Board.
- Launched a test emergency notification alert to the Board through the MIR3 system (MetAlert).
- Worked with the Fusion vendor to further customize the business continuity plan output.

CHIEF FINANCIAL OFFICER

CFO PRIORITY: MAINTAIN STRONG FINANCIAL POSITION

Provide innovative and proactive financial analyses, planning, and management services to ensure that forecasted revenues are sufficient to cover planned expenditures and provide a prudent level of reserves consistent with Board policy.

Manage risk to protect Metropolitan's assets against exposure to loss.

The Risk Management Unit completed 63 incident reports communicating instances of Metropolitan property damage, liability, workplace injuries, regulatory visits and spills.

Risk Management completed 61 risk assessments on contracts, including professional service agreements, construction contracts, entry permits, special events and film permits.

CHIEF FINANCIAL OFFICER

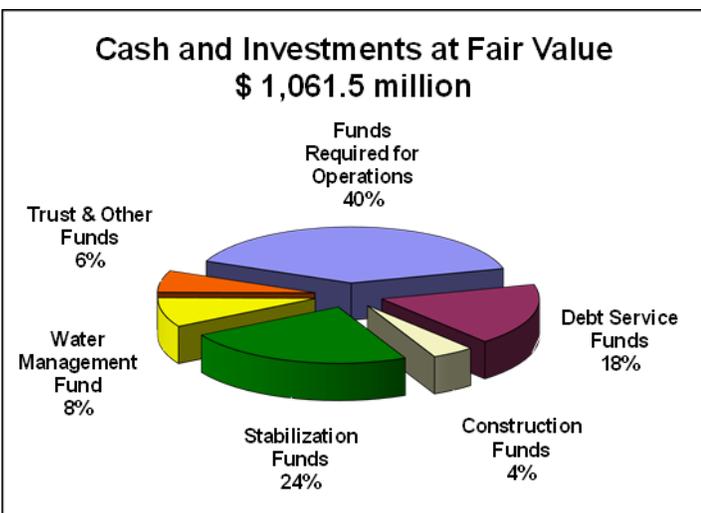
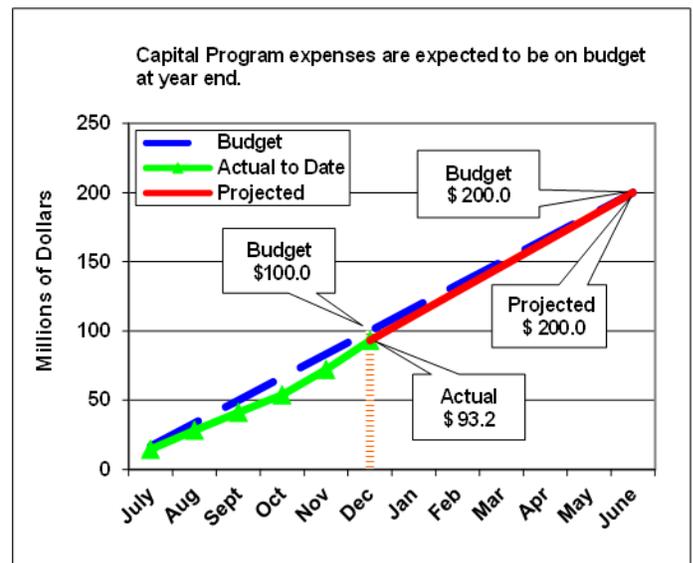
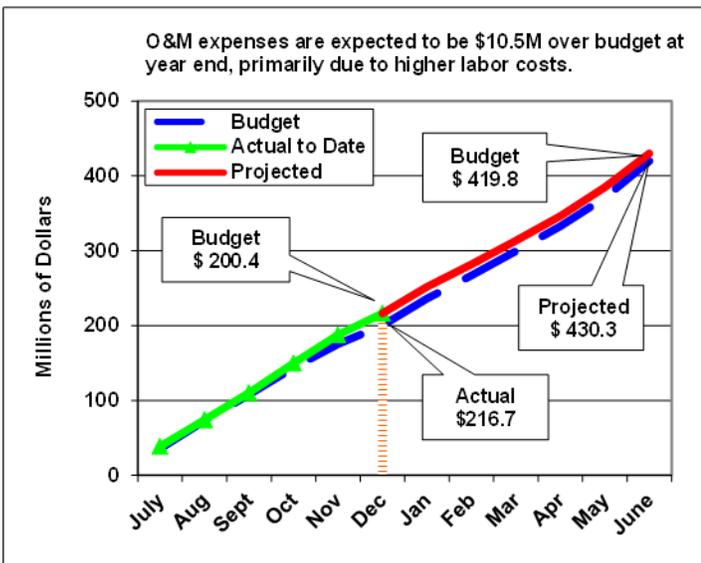
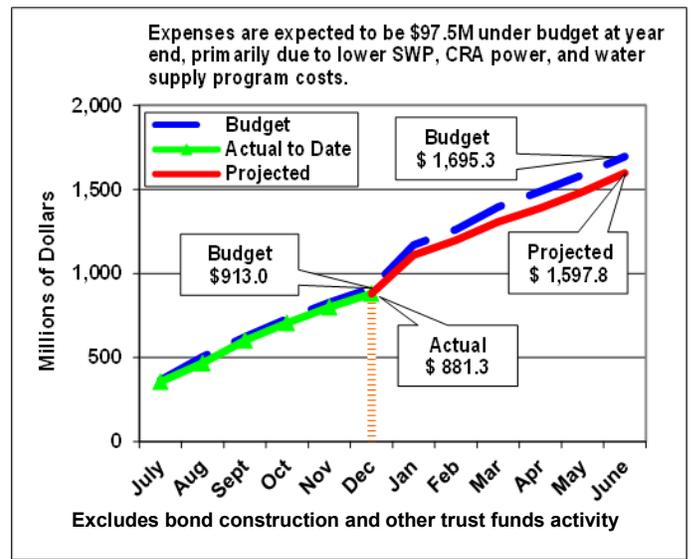
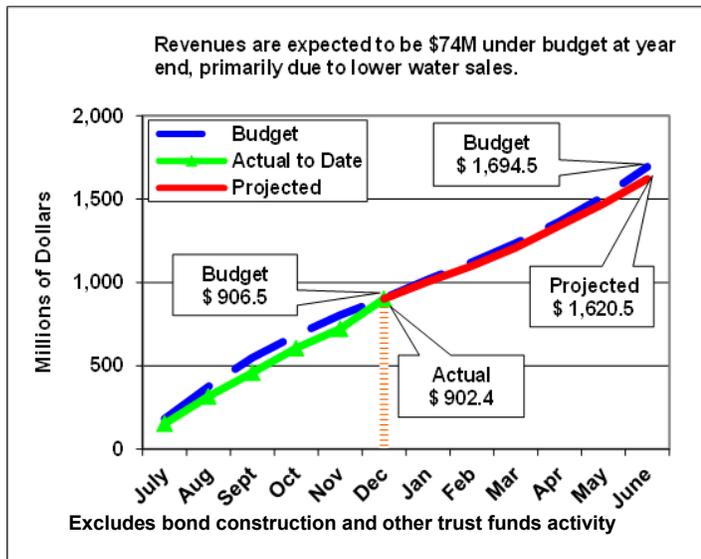
CORE: Financial Management

Manage Metropolitan's finances in an ethical and transparent manner and provide consistent, clear, and timely financial reporting. Update Metropolitan's capital financing plans and work with rating agencies and investors to communicate Metropolitan's financial needs, strategies, and capabilities, thus ensuring Metropolitan has cost-effective access to capital markets and the ability to finance ongoing future needs. In addition, actively manage Metropolitan's short-term investment portfolio to meet ongoing liquidity needs and changing economic environments.

Record and report the financial activities of Metropolitan in a timely, accurate, and transparent manner to the Board, executive management, member agencies, and the financial community.

The Annual State Controller's Report was filed by January 31, 2018.

FINANCIAL SUMMARY AS OF DECEMBER 31, 2017



Summary Financial Statistics

	Target	Year-End Projected
Fixed Charge Coverage	≥ 1.20 x	1.37x
Revenue Bond Coverage	> 2.00 x	1.52x
Revenue Bond Debt / Equity Ratio	< 100.0%	59.4%

Credit Ratings

	Target	Year-End Projected
- Moody's Investors Service	Aa2	Aa1
- Fitch Ratings	AA	AA+
- Standard & Poor's Global	AA	AAA

ENGINEERING SERVICES

CORE: INFRASTRUCTURE RELIABILITY

Manage Board-authorized projects in the Capital Investment Plan and collaborate with the Water System Operations Group to identify and address system vulnerabilities to ensure reliability of the region's water treatment and delivery infrastructure. In addition, coordinate closely with WSO to integrate project planning and facility assessment efforts with near-term actions and planned shutdowns.

Manage and complete Board-authorized projects within the CIP to ensure the reliable delivery of water to Metropolitan's member agencies.

Distribution System Reliability Program

This program maintains reliable water deliveries through specific repair and rehabilitation projects on Metropolitan's pipelines, reservoirs, and control structures. Recent activities include the following:

- Greg Avenue Pump Station Rehabilitation - This project improves reliability of the Greg Avenue Pump Station by replacing the existing pumps and upgrading the electrical and control systems. Final design is 95 percent complete and is scheduled to be complete by July 2018.
- Orange County Feeder Lining Repairs - This project replaces the deteriorated internal lining along an 11-mile portion of the Orange County Feeder within the cities of Santa Ana, Costa Mesa, and Newport Beach. Construction of the initial two-mile reach is complete. Final design for the remaining three reaches is 95 percent complete and is scheduled to be complete by May 2018.
- Jensen Finished Water Reservoir No. 2 Cover Replacement - This project replaces the floating cover and liner at the Jensen plant's Reservoir No. 2 and improves the existing inlet configuration for the reservoir. Preliminary design is 35 percent complete and is scheduled to be complete by June 2018.
- Mills Finished Water Reservoir Rehabilitation - This project rehabilitates the Mills plant's finished water reservoirs, including replacement of the floating covers and liners, refurbishment or replacement of existing shutoff gates, installation of a new drop gate, and installation of enhanced security features. Preliminary design is 35 percent complete and is scheduled to be complete by June 2018.
- Santa Ana River Bridge Expansion Joint Replacement - This project replaces an existing deteriorated expansion joint with a new bellows-type expansion joint along the Upper Feeder at the Santa Ana River Bridge. Construction is 65 percent complete. The shutdown-related work was completed in January 2018, and all remaining work will be complete by April 2018. *(see photos next page)*
- Garvey Reservoir Drainage and Erosion Improvements - This project installs permanent drainage systems and erosion control features at Garvey Reservoir that will reduce the risk of flooding and damage from storm events. The planned improvements will address 11 drainage zones along the western and southern perimeters of the reservoir. Construction of the improvements will proceed via a series of minor construction contracts. Construction for the initial two drainage zones is 35 percent complete and is scheduled to be complete by June 2018.
- Palos Verdes Reservoir Rehabilitation - This project replaces the reservoir's existing floating cover and liner and modifies the existing spillway, control tower, and outlet structures. Construction is 63 percent complete and is expected to be complete in late 2018. *(see photo right)*

Palos Verdes Reservoir Rehabilitation – Outlet valve vault



ENGINEERING SERVICES

CORE: INFRASTRUCTURE RELIABILITY continued...



Santa Ana River Bridge Joint Replacement – Installation of the expansion joint



Santa Ana River Bridge Expansion – Installation of the expansion joint

Right-of-Way and Infrastructure Protection Program

This program performs needed site improvements throughout the distribution system, including erosion protection for pipelines and access roads. It also addresses right-of-way issues such as access easements and third-party encroachments and obtains long-term programmatic environmental permits to enable system-wide improvements.

- Orange County Operating Region – Final design of improvements is divided into two specification packages. One design package was completed in December 2017, while the other is scheduled to be complete in May 2018. Preparation of environmental documentation is complete, and permit applications for both packages have been submitted to the California Department of Fish and Wildlife and U.S. Army Corps of Engineers for review. Permit applications are expected to be issued by the permitting agencies by April 2018.
- Western San Bernardino County Operating Region – Final design of improvements is 80 percent complete and is scheduled to be complete in late 2018. The draft programmatic environmental impact report for this region is planned to be released for public review by January 2019.
- Riverside/San Diego County Operating Region – Preliminary design of improvements is 99 percent complete and is scheduled to be complete by February 2018.
- Los Angeles County Operating Region – Preliminary design of improvements is 99 percent complete and is scheduled to be complete by April 2018.

ENGINEERING SERVICES

CORE: INFRASTRUCTURE RELIABILITY continued...

Prestressed Concrete Cylinder Pipe (PCCP) Reliability Program

This program was established to enhance the reliability of Metropolitan's water distribution system and to reduce the risk of costly emergency repairs of PCCP pipelines. The priority pipelines included in the program are the Second Lower Feeder, Sepulveda Feeder, Calabazas Feeder, Rialto Pipeline, and the Allen-McColloch Pipeline. Recent activities include the following:

- Second Lower Feeder PCCP Rehabilitation—This project rehabilitates the remaining 28 miles of PCCP segments within the Second Lower Feeder. Long-term rehabilitation of the Second Lower Feeder will be staged over a period of eight to ten years, with multiple construction and procurement contracts. The scope of the initial construction contract for Reach 1 includes lining approximately 4.4 miles of existing PCCP segments with a steel liner. Construction is 30 percent complete and is scheduled to be complete by August 2018. Final design of the second and third reaches is 40 percent complete and is planned to be complete by July 2018.
- Second Lower Feeder Pipe Fabrication—This contract provides for fabrication of approximately 18,000 feet of 75-inch-diameter welded steel liner pipe. Fabrication of the steel liner pipe is complete and delivery of the pipe to the repair sites is scheduled to be complete by June 2018.
- Second Lower Feeder Shutoff Valve Procurement—This contract provides 216 shutoff valves that will replace deteriorated valves along the length of the Second Lower Feeder. These valves range in diameter from 4 inches to 16 inches, and are used to control and isolate flow at air release/vacuum valve locations, dewatering vaults, and blowoff structures. Notice to Proceed was issued in September 2017, and delivery of the valves is scheduled for late 2019.

Treatment Plant Reliability Program

This program was initiated to maintain reliability and improve the operating efficiency of Metropolitan's water treatment plants through specific improvement projects. Recent activities include the following:

Diemer Plant

- Administration Building Seismic Upgrades—This project provides seismic and fire safety upgrades to the Administration Building at the Diemer plant. Construction is 60 percent complete and is scheduled to be complete by May 2018.

Mills Plant

- Electrical Upgrades, Stage 1—This project replaces electrical equipment, provides backup in the event of individual component failures, and upgrades the Mills electrical system to be consistent with current codes and industry practices. The work will be completed in three stages. Construction of Stage 1 is six percent complete and is scheduled to be complete by June 2019.

Jensen Plant

- Electrical Upgrades, Stage 1—This project replaces electrical equipment, provides backup in the event of individual component failures, and upgrades the Jensen electrical system to be consistent with current codes and industry practices. The work will be completed in three stages. Construction of Stage 1 is 86 percent complete and is scheduled to be complete by February 2019. Final stage of Stage 2 is 80 percent and is scheduled to be complete by June 2018.
- Ozone System PLC Upgrade—This project replaces obsolete processors and communication modules that control and operate the Jensen ozonation system. The work is 25 percent complete and is scheduled to be complete by March 2018.

ENGINEERING SERVICES

CORE: INFRASTRUCTURE RELIABILITY continued...

Colorado River Aqueduct (CRA) Reliability Program

This program maintains the reliability of Metropolitan's CRA conveyance system. Recent activities include the following:

- CRA and Iron Mountain Concrete Panel Repairs—This project replaces distressed and cracked concrete canal panels at Iron Mountain Reservoir and along several reaches of the canal between Mile Markers 22 and 122. Final design is 92 percent complete and scheduled to be complete by March 2018.
- 6.9 kV Switch House Building Seismic Upgrades—This project performs structural upgrades to the 6.9 kV switch houses at each CRA pumping plant. Construction is 55 percent complete and is scheduled to be complete by July 2018.
- Employee Housing Rehabilitation—This program performs comprehensive improvements to Metropolitan-provided employee housing and short-term accommodations at the CRA pumping plants. Project No. 1 will construct 10 new houses, two each at Hinds, Eagle Mountain, and Gene; and four houses at Iron Mountain. Construction is 75 percent complete and is scheduled to be complete by April 2018. Project No. 2 will refurbish 89 houses that require minor or moderate levels of renovation. The initial construction is focusing on 20 houses under a pilot program to better estimate total renovation costs. That work is 11 percent complete and is scheduled to be complete by May 2019. Project No. 3 will refurbish the guest lodges and kitchens at Eagle Mountain and Iron Mountain. Design is 10 percent complete and is scheduled to be complete by October 2018.
- CRA Domestic Water Distribution System Replacement—This project replaces the potable water distribution systems at all five pumping plants in order to maintain reliable delivery of high-quality drinking water to the CRA pumping plants. The project will replace 8.5 miles of main line piping and building laterals, and will add new backflow prevention devices, valves, meters, and remote water quality analyzers. Final design will be completed in three stages, with Eagle Mountain in October 2018, Hinds and Iron Mountain in April 2019, and Gene and Intake in October 2019.
- CRA Domestic Water Treatment System Replacement—This project replaces the potable water treatment systems at all five pumping plants. The domestic water treatment system features membrane filtration, activated carbon adsorption, and chemical feed systems. Preliminary design for the water treatment systems is 82 percent complete and is anticipated to be complete by April 2018.

Water Quality/Oxidation Retrofit Program (ORP)

This program adds ozonation facilities that perform primary disinfection at Metropolitan's five water treatment plants while reducing disinfection by-products. Recent activities include the following:

Weymouth ORP

- Main Ozonation Facilities—On October 1, 2017, the Weymouth plant began using ozone as the primary disinfectant. Post-construction activities include control system integration, start-up and testing, permitting with the State Division of Drinking Water, preparation of Operations and Maintenance Manuals, and record drawings and other ozone facility improvements. These activities are 92 percent complete and are scheduled to be complete by June 2018.
- ORP Bromate Control Upgrades—Chemical system upgrades are needed for integration of the new ozone system into the Weymouth plant's treatment process. Construction is 98 percent complete and is scheduled to be complete by June 2018.

ENVIRONMENTAL PLANNING SECTION

GM STRATEGIC PRIORITY: PURSUE DECISION ON THE STATE'S PROPOSED DELTA IMPROVEMENTS INCLUDING THE CALIFORNIA WATERFIX AND ECORESTORE

Continue providing a leadership role toward completion of financing agreements and associated permits necessary to implement California WaterFix and EcoRestore. Also, target outreach on conservation efforts.

Provide environmental and technical services to support long-term Delta solutions, to improve water supply reliability and water quality, and facilitate protection and enhancement of Delta ecosystems and associated species including the California WaterFix and EcoRestore.

- In coordination with Department of Water Resources and Pacific Gas and Electric, staff prepared a matrix and maps comparing the Oroville Habitat Enhancement Plan to other projects on the lower Yuba River.
- Staff attended a public hearing on the Sites Reservoir Project Draft Environmental Impact Report and prepared a summary for the State Water Contractors and Metropolitan management.
- Staff attended a DWR community meeting in Yuba City and prepared a summary for the State Water Contractors and Metropolitan management.
- Staff participated in an Oroville Wildlife Area proposed flood attenuation project meeting and site visit with DWR, non-governmental organizations, and local community representatives.

GM STRATEGIC PRIORITY: EMBARK ON STRATEGIC REVIEW OF METROPOLITAN'S MISSION AND PROGRAMS

Periodically, the Board reviews its policies and mission to ensure responsiveness to evolving laws, plans, and resources in an effort to accommodate the needs of member agencies.

Continue cultural resources planning and education to protect and preserve the historic legacy of Metropolitan.

Staff completed mapping of known cultural resources in the vicinity of the Inland Feeder as part of the cultural Resources Management Plan.

GM STRATEGIC PRIORITY: DEVELOP WATER SUPPLIES AND MANAGE WATER RESERVES

Implement storage withdrawals and coordination of deliveries with member agencies. Closely monitor drought conditions and possibly allocate actions as part of the Water Surplus and Drought Management plan. Also, target outreach on conservation efforts.

Provide planning, California Environmental Quality Act/National Environmental Policy Act, and regulatory support for supplemental water supplies and water conservation measures.

Reviewed Bard Water District's Colorado River Pilot System Water Conservation Program proposal.

Provide planning, CEQA/NEPA, and regulatory support for development of new water supplies.

Supported preparation of the environmental sections for federal funding applications for the Regional Recycled Water Project.

ENVIRONMENTAL PLANNING SECTION

GM STRATEGIC PRIORITY: EMPLOYEE DEVELOPMENT

Increasing employee cross training and employee development efforts will be critical to meeting the challenge of increased retirements caused by an aging workforce.

Lead and manage employee development, recruitment, knowledge capture, cross training, and succession planning.

Completed recruitment process for two Associate Environmental Specialist positions. Tania Asef and Daniel Cardoza joined the Environmental Planning Section in January. They possess biological resources and wetland/regulatory permitting expertise, which will enable more technical work, such as biological resource surveys, construction monitoring, wetland delineations, and permit application packages preparation, to be performed by in-house staff instead of consultants working under professional services agreements.

CORE BUSINESS: RESERVE MANAGEMENT

Manages more than 30,000 acres of ecological reserves and partners with other organizations to preserve and support native species and their habitat while ensuring the proper operation and maintenance of Metropolitan's facilities.

Continue to actively manage reserve lands to ensure compliance with state and federal permits and multi-agency cooperative management agreements including the Memorandum of Intent (MOI) between Metropolitan, Riverside County Parks, and other members of the Diamond Valley Lake Ad Hoc Committee.

Completed seeding of *Plantago erecta* at the Lake Skinner Equestrian Trail *Plantago* creation/management site. The creation of the restoration site along the Skinner Trail and the eventual addition of physical barriers to better define the trail are components of a program agreed to by the Southwestern Riverside County Multi-Species Reserve (MSR) Reserve Management Committee to allow for the opening of the trail for year-round use. The plant provides habitat for the endangered Quino checkerspot butterfly, and establishment of the restoration site will ensure that there will be no net loss of habitat for the species associated with year-round use of the trail.

Staff met with Engineering Services and Water System Operations to confirm the design to retrofit Angler Avenue at Diamond Valley Lake to reduce potential impediments to wildlife movement across the road and ensure the intended function of the 1,000-foot-wide East Wildlife Corridor, which links the north and south hills of the MSR. Staff is scheduling and preparing for a site visit with California Department of Fish and Wildlife, U.S. Fish and Wildlife Service, and the Reserve Manager, to discuss the improvements in advance of a presentation for approval at the May 2018 Reserve Management Committee meeting.

The MSR reserve manager has submitted a draft RM75 form and Vegetation Management Plan (VMP) for Metropolitan to review and approve support of CalFire prescribed burns in the MSR in the spring of 2018. Environmental Planning will coordinate review and approvals from Real Property, Water Quality, and WSO. This is a similar package to the RM75/VMP that was approved for the Lake Mathews Reserve last spring.

ENVIRONMENTAL PLANNING SECTION

CORE BUSINESS: REGULATORY COMPLIANCE

Responsible for providing planning, CEQA, and regulatory support for all discretionary actions undertaken by Metropolitan. The Environmental Planning Section is also responsible for reviewing and commenting on federal rulemaking and state and federal legislation; implementing multi-agency habitat management agreements; reviewing and commenting on all external projects that may impact Metropolitan; and providing technical support for public outreach and education activities.

Provide timely and professional planning services and CEQA and regulatory support in an environmentally responsible manner for Engineering Services, Water System Operations, Water Resource Management, External Affairs, and Real Property.

Construction Monitoring

- Completed construction monitoring for the Weymouth water treatment plant Filter Rehabilitation Project and began preparing the final Mitigation Monitoring and Reporting Program document.
- Continued construction monitoring activities for the Weymouth Chemical Upgrades Project, Whitewater River/Colorado River Aqueduct Erosion Protection Project, Palos Verdes Reservoir Upgrades Project, and Garvey Reservoir Permanent Drainage Improvements Project.
- Prepared for and began construction monitoring of the Upper Feeder Santa Ana River Bridge Expansion Joint Replacement Project.
- Provided two environmental awareness training sessions and finalized the Species Relocation Plan, both are requirements under the California Department of Fish and Wildlife Streambed Alteration Agreement for the project.
- Prepared for construction monitoring activities for the Prestressed Concrete Cylinder Pipe Second Lower Feeder Relining Project - Package 1.
- Provided guidance and comments regarding the Paleontologic Resources Mitigation Plan for the PCCP Second Lower Feeder Project - Package 2.

CEQA Environmental Clearances

- Staff provided environmental planning clearances for 6 Water System Operations projects, 5 real property actions, and 6 board letters.

Water System Operations Support

- The Draft Supplemental Environmental Impact Report for the Foothill Feeder Repair and Future Inspections was completed and circulated for public review. The original 2005 EIR was supplemented to support future shutdowns and an application for incidental take of Unarmored Threespine Stickleback, an endangered and fully protected fish species.
- Completed monitoring for vegetation clearance activities at the Cajalco Creek Dam and Detention Basin in accordance with regulatory permits.
- With cooperation from WSO and in accordance with the Fish and Wildlife Streambed Alteration Agreement, staff completed survey, monitoring, and mitigation activities associated with vegetation maintenance at three sites within and adjacent to the Skinner water treatment plant to assist with drainage and infrastructure protection. Mitigation activities included the removal of approximately 1.40 acres of invasive tamarisk in the Skinner plant vicinity and along the shores of Lake Skinner.
- Staff attended the Colorado River Aqueduct Shutdown preparation meetings and phone calls and provided input for CRA Shutdown Manual.

External Project Review

- Staff reviewed and commented on 12 CEQA notices for various external projects that may impact Metropolitan facilities and/or operations.

ENVIRONMENTAL PLANNING SECTION

CORE BUSINESS: REGULATORY COMPLIANCE CONTINUED...

Regulatory Permitting and Compliance

- Continued support of ongoing discussions with San Bernardino County regarding the Surface Mining and Reclamation Act (SMARA) and borrow sites along the CRA and staff prepared for an internal January site visits to the borrow sites and a February site visit with staff from the County of San Bernardino Bureau of Mines and the California Department of Conservation Bureau of Mines. Preparations included identifying historical photos and reports, arranging for photographers and drone pilots to demonstrate how the sites looked historically and currently to show the previously disturbed nature of the sites and, thus, not subject to SMARA (i.e., no aggregated mining).
- Negotiated and obtained regulatory permits from the U.S. Army Corps of Engineers and California Department of Fish and Wildlife for the Orange County Feeder Upper Newport Back Bay Blow-off Structure Rehabilitation Project. Permits from the California Coastal Commission and Regional Water Quality Board are forthcoming and anticipated by spring of 2018. Staff is negotiating with the California Coastal Commission's Community Based Restoration and Education Program to conduct agency-required off-site mitigation for the project within the Program's Newport Valley and Upper Newport Bay Ecological Reserve restoration sites. Mitigation required for the project's impacts include providing 0.72 acre of habitat restoration, creating and/or enhancing to least Bell's vireo habitat, and removing of 0.50 acre of non-native vegetation.
- Prepared and submitted an application to California Department of Fish and Wildlife for incidental "take" of the fully protected Unarmored Threespine Stickleback fish in support of Foothill Feeder dewatering activities.
- Staff continues to support efforts to respond to Fish and Wildlife request to notify for dewatering activities under Section 1602 of the California Fish and Game Code. The notification for dewatering activities associated with the 2018 Lower Feeder, Perris Bypass Pipeline, and San Diego Canal shutdowns was submitted in December 2017 and a draft agreement was issued in early January 2018. Staff started preparation of a second notification package for the Allen-McColloch Pipeline shutdown to be submitted to Fish and Wildlife in late January/early February.
- Prepared a comment letter to the U.S. Environmental Protection Agency and U.S. Army Corps of Engineers presenting Metropolitan's desire to protect source water and watershed and to exempt public water systems in the upcoming revision to Waters of the U.S. definition.

Legislative Support

Provided support on a comment letter to the California Council for Environmental and Economic Balance regarding California Department of Fish and Wildlife's emergency regulation for a general Streambed Alteration Agreement for road crossings and water diversions related to cannabis production.

Miscellaneous

- Finalized the Polyphagous Shot Hole Borer Plan for managing spread of bore beetles on Metropolitan properties.
- Staff prepared and gave a presentation to the Orange County Chapter of the American Society of Civil Engineers on the topic of increasing regulatory complexity and resulting environmental challenges to Metropolitan maintenance projects.
- Staff began a letter for Western Urban Water Coalition on Federal Mitigation Policies Rulemaking.
- Staff began preparation of the Dennis Underwood Conservation Area Environmental Assessment/Negative Declaration and initiated Native American consultation for the project; one tribe has requested notification and a formal request letter was sent.

EXTERNAL AFFAIRS

GM STRATEGIC PRIORITY: EDUCATE THE PUBLIC AND STAKEHOLDERS ON CRITICAL WATER SUPPLY CONDITIONS AND CRITICAL WATER MANAGEMENT DECISIONS

External Affairs will develop and maintain relationships with the public, legislative leaders, government officials, non-governmental organizations, and other stakeholders, and implement effective and diverse communication and outreach strategies on the value of water, current water supply conditions and the importance of Metropolitan actions to promote stewardship, planning and investments to benefit the region.

Recognizing there is a new normal that is directly impacting California water conditions, inform key stakeholders, media, businesses and the public on the need for sustained conservation actions, support for new water supply projects and continued investment in imported water systems to maintain water supply reliability and protect the environment.

- Chairman Record was the keynote speaker and panelist at the California Irrigation Institute's Annual Conference Drought to Deluge – Scaling Solutions in Sacramento and updated the audience on current water conditions, Metropolitan initiatives and investments to ensure water supply reliability and environmental stewardship, California WaterFix, and the importance of strong and productive urban-agricultural partnerships. (January 29)
- As the state and public water agencies move forward on decisions for California WaterFix implementation, potential phasing of the project and financing, General Manager Kightlinger, Assistant General Manager Patterson and other Metropolitan staff responded to press, legislative, and other inquiries, including interviews with Sacramento Bee and the San Jose Mercury News.
- Directors Blois, Gray, Lefevre, and Vasquez attended a California WaterFix Small Business/Disabled Veteran Business Enterprise workshop in Carson. Metropolitan staff helped organize and participate in the event and a second workshop in Sacramento. The events provided an opportunity for the region's business owners, labor, and entrepreneurs to learn more about the program, meet with prime contractors about contracting opportunities, and network with WaterFix representatives and state agencies that certify SB/DVBEs. (January 9 in Sacramento, January 11 in Carson)
- To highlight Metropolitan's major operational and water management achievements in 2017, a new video was produced to educate and inform the public on these milestones. The video was shown to the Board and posted on Metropolitan's website and YouTube channel.
- Chairman Record updated more than 1,400 local elected officials and members of Southern California's Congressional and state legislative delegations on current water conditions, recent accomplishments, and ongoing initiatives with the issuance of *Metropolitan Today & Tomorrow*.

Increase awareness and advance public understanding of the current and anticipated risks to Southern California's water supply reliability and the need to prepare for potentially drier and more volatile supply conditions and impacts due to climate change.

General Manager Kightlinger was a featured panelist at the VerdeXchange conference to discuss California WaterFix. Metropolitan sponsored and staffed an exhibit at the event, which addressed green build innovation and sustainable actions for businesses and public agencies in response to climate change and changing economic opportunities. (January 29-30)

EXTERNAL AFFAIRS

CORE: LEGISLATIVE, COMMUNICATIONS, COMMUNITY RELATIONS, PUBLIC AND BUSINESS OUTREACH

Legislative Services—Develop and implement local, state and federal legislative and regulatory strategies consistent with Board-adopted policies. Promote interaction between Metropolitan leadership and various stakeholders, including elected officials, to facilitate support for, and garner greater understanding of, water policy issues.

Federal

Vice Chair Ackerman and Metropolitan staff participated in the Leadership Forum of the National Water Resources Association in Las Vegas, Nevada. The meeting included discussions about the role of the NWRA Municipal Caucus to support federal policies of interest between municipal and agricultural water providers in western states. (January 3-5)

State

The California Legislature reconvened from its fall recess on January 3 with newly elected Assemblymember Carrillo (D-Los Angeles), who replaces Jimmy Gomez following his election to Congress last September. Speaker Rendon appointed Ms. Carrillo to several key committees, including Assembly Water, Parks and Wildlife, Appropriations, and Rules.

FY 2018/19 Budget

The Governor's proposed budget was released on January 10 and reflects longstanding efforts for fiscal responsibility. The plan includes funding to support climate adaptation and resiliency plans through a range of projects to help local communities, state infrastructure and natural ecosystems. The budget also includes funding to advance safe drinking water solutions for compromised water systems by proposing statutory language, through the budget process, consistent with the policy framework of SB 623 by Senator Monning (D-Carmel).

Local

- Staff participated in the California Contract Cities Association annual lobbying trip to Sacramento. The delegation met with 22 legislators and discussed key issues impacting contracting cities, such as transportation, homelessness, contracting, housing, and water. (January 7-9)
- Directors Atwater, Dake, Kurtz, Morris, and Ramos joined General Manager Kightlinger in the district office of Senator Anthony Portantino (D-Glendale) for discussions on current water supplies conditions, California WaterFix, Oroville, and local projects. (January 12)
- Staff attended the Southern California Water Committee Quarterly meeting. Eileen Sobek, Executive Officer of the State Water Resources Control Board, was the keynote speaker and provided an update on key water policy issues for the board and the Brown administration. (January 19)
- Metropolitan sponsored and staff attended the Los Angeles County Business Federation's officer installation event. Incoming BizFed Chair Hilary Norton and other new BizFed officers were recognized at the event. (January 23)
- Staff joined the Valley Industry and Commerce Association (VICA) monthly trip to Sacramento. The delegation met with legislators to discuss VICA's legislative agenda, including water supply reliability. (January 24)
- Director Vasquez presented on California WaterFix to attendees of the Independent Cities Association Winter Conference. Metropolitan sponsored and staff participated in the event at which local elected officials and senior city staff were briefed on state and local issues that affect cities, including water supply and investments for reliability. (January 26-28)
- Metropolitan staff attended Riverside Mayor Bailey's State of the City address and met with other key local officials and stakeholders. (January 25)

EXTERNAL AFFAIRS

CORE: LEGISLATIVE, COMMUNICATIONS, COMMUNITY RELATIONS, PUBLIC AND BUSINESS OUTREACH continued...

Legislative Services- continued...

- Metropolitan staff participated in the Ontario Chamber of Commerce's Vision 2018 event. The program highlighted the need for regional collaboration on key issues, including water supply and investments, and was attended by 200 business, government, and regional leaders. (January 26)
- General Manager Kightlinger attended the Los Angeles Chamber of Commerce annual event that honored local business and civic leaders. Metropolitan was a sponsor of the event. (January 31).

Media and Communications - Communicate Metropolitan's policy priorities, actions and initiatives through various means to raise public awareness, enhance Metropolitan's visibility and cultivate support for Metropolitan priorities. Update and develop new communications tools, materials and platforms to ensure Metropolitan information reaches diverse audiences throughout its service area in a cost-effective, timely, relevant manner that reflects current communications trends.

Media Interviews

- General Manager Kightlinger was interviewed by the Sacramento Bee on Governor Brown's appointment of Karla Nemeth as the new director of the California Department of Water Resources.
- Arranged a taped interview with Bay-Delta Initiatives Manager Arakawa on KCAA, the NBC affiliate in San Bernardino, on California WaterFix.
- Water System Operations Group Manager Green was interviewed by San Diego's KFMB-TV Channel 8 News on water supply conditions.
- Set up taped interview with Chief Operating Officer Upadhyay and KPCC environmental reporter Emily Guerin in advance of the California Department of Water Resources' first snowpack survey of 2018.
- Arranged interview for Bloomberg News with Water Resource Management engineer Polyzos on the early snowpack results in the Sierra Nevada and Colorado River watersheds and the broader picture of water supply and the changing climate.

Water Conservation Campaign

Activities to promote public awareness of Metropolitan's regional water conservation program continued with in-house activities using social media, videos, and web-based activities.

Online and Social Media

- Issued *Your Water* e-newsletter to more than 12,000 recipients.
- Nearly 25,000 unique visitors logged on the English, Spanish, and Chinese versions of the bewaterwise.com. The January Garden of the Month featuring a water efficient landscape in Pasadena was the most visited page.
- New content was created to provide the community and other interested parties with information about a new pipeline improvements timeline for the Second Lower Feeder.
- The Education Unit's tweets received more than 5,000 impressions.

EXTERNAL AFFAIRS

CORE: LEGISLATIVE, COMMUNICATIONS, COMMUNITY RELATIONS, PUBLIC AND BUSINESS OUTREACH

Public Outreach and Member Services - Conduct public outreach to increase awareness and input on Metropolitan projects and initiatives and ensure impacted communities are aware of Metropolitan construction and maintenance activities. Enhance public awareness of Metropolitan's systems and facilities and the role they play in regional supply reliability while protecting environmental resources. Serve as liaison to Metropolitan's member agencies and facilitate their engagement with Metropolitan.

- Staff made a presentation to the Claremont University Club regarding water conservation and California WaterFix. (January 16)
- Assistant General Manager Zinke was a guest lecturer at University of California, Los Angeles' California Policy Issues program on Metropolitan, current water supply conditions, regional investments for sustainability, and California WaterFix. (January 18)
- Staff made a presentation on water use efficiency programs, current water conditions, and activities to support the business sector and innovation activities to Biocom, an organization that advocates for California's life science sector and serves members across industries in pharmaceuticals, medical devices, and biotech. (January 25)

Public Outreach for Metropolitan Projects

- Provided community outreach for the Second Lower Feeder Relining Project through direct contact, letters, flyers, the webpage, and social media regarding new work locations.
- Distributed notices to approximately 75 residents and businesses in Pomona and Walnut regarding the Orange County Feeder shutdown.
- Provided 500 notices to residents and businesses in Lake Forest regarding the Allen-McColloch Pipeline OC-76 Turnout Relocation project.

Member Agency Support

- At the request of Upper San Gabriel Valley Municipal Water District, staff spoke to the Temple City Chamber of Commerce on imported water supply reliability and need for California WaterFix. Director Trevino participated in the presentation.
- Staff gave a presentation on water supply conditions and an overview of operations at Lake Mathews to the Residents Association of Greater Lake Mathews in Riverside.

Inspection Trips

Provided four director-led inspection trips to the State Water Project and Colorado River Aqueduct for community leaders.

Provided a Colorado River Aqueduct system inspection trip for 30 teachers from throughout the service area. The tour introduced Metropolitan's water distribution system from Lake Havasu to Lake Mathews to Diamond Valley Lake. Teachers representing all six counties, from primary, secondary, and college programs, received hands-on instruction on Metropolitan's water education curriculum.

Community Partnering Program

Metropolitan sponsored and staffed informational exhibit booths at Del Amo Action Committee. (January 22)

EXTERNAL AFFAIRS

CORE: LEGISLATIVE, COMMUNICATIONS, COMMUNITY RELATIONS, PUBLIC AND BUSINESS OUTREACH

Education and Community Relations - Facilitate public engagement in and understanding of water resource issues through community relations activities and education projects. Build awareness of and appreciation among Southern California youth for the value of clean, reliable water supplies and the importance of good water stewardship.

General Education

- Metropolitan sponsored and education staff participated in ESP Education and Leadership Institute's BOSS (Business of Success Beyond Sports) event in Long Beach. The multi-year STEM (Science, Technology, Engineering and Mathematics) program focused on academic enrichment, leadership, life skills, and personal development process for young men of color. (January 26)
- Staff conducted presentations to the California Environmental Education Foundation Teacher Institute including demonstration of the CRA virtual reality project.
- The Education Unit directly interacted with more than 180 individuals this month.
- Metropolitan's Education Programs Team is also celebrating 30 years of the Water is Life Student Art and Calendar Program. This month student art recognized in 2017 will begin to be exhibited throughout the region and will grace the halls and walls of 20 member and retail agencies.

Diamond Valley Lake Education Program

The Visitor Center hosted field trips for 83 students and hosted more than 1,000 people at the Viewpoint and Visitor Center.

Business Outreach and Innovation - Facilitate opportunities for small businesses to work with Metropolitan. Help position Metropolitan as a leader in water innovation.

Metropolitan supported small businesses throughout the region through its participation and sponsorship of the following programs, conferences and events:

- Metropolitan hosted the Asian Business Association certification workshop and served on a panel with the Southern California Minority Supplier Development Council, the U.S. Small Business Administration, and the Supplier Clearinghouse. Approximately 50 businesses were in attendance. (January 11) *(see photo below)*
- Staff attended the San Diego Water Tech Alliance workshop hosted by the City of San Diego Public Utilities Department to present new water technologies. (January 29)
- Staff from Business Outreach and Water System Operations attended an event hosted by Three Valleys Municipal Water District on Fostering Innovation Within Utilities. The speaker was former Metropolitan executive Ed Means. (January 31)



Business Outreach Manager J. Arena

HUMAN RESOURCES

GM STRATEGIC PRIORITY: EMPLOYEE DEVELOPMENT

The proposed budget calls for Metropolitan to cease its managed attrition that has shrunk Metropolitan from 2,400 full-time employee positions to a current workforce of approximately 1,750. Recruitment activity will be expanded to fully replace all retirements and add some positions to bring the work force to approximately 1,800 positions over the next two years. Increased cross-training and employee development efforts will be needed to meet the challenge of increased retirements brought about by an aging workforce.

Partner with Metropolitan and group leadership to support learning, development and workforce planning initiatives.

The first “live” Virtual Instructor-Led Training computer skills classes were delivered online by Starlight Education, one of our contract vendors. Topics covered in the two-hour modules were Excel Tips and Tricks, Outlook Tips, and Outlook Calendar and Tasks Workshop.

A Resume Writing Workshop to enhance the competitiveness of resumes of internal job candidates made its debut and was well received. More sessions are planned for field facilities during the year. A *Preparing for Job Interviews* class was conducted at Headquarters.

Two-hour computer skills modules were delivered at Weymouth plant and Headquarters:

- PowerPoint Tips and Tricks
- Excel: Introduction, Pivot Tables, If Functions and Conditional Formatting
- Access Tables
- WORD Tips and Tricks
- Outlook – Managing Emails Effectively

Skills training was provided on *Dealing with Difficult People* and *Customer Service Skills*.

Staff from training and employee relations along with appropriate managers facilitated four sessions on team building, understanding communication styles, and conflict management interventions at various Metropolitan facilities.

Seek diverse, high-quality talent, and establish partnerships to discover additional outreach opportunities that aid in staffing positions.

For the month of January there were 14 new hires including the new Chief Administrative Officer and 6 Operations positions.

There are 102 positions currently in recruitment, of which 51 are for Water System Operations and 17 for Engineering Services. An additional 21 new staffing requisitions were received last week.

Implement employee engagement programs to ensure Metropolitan is a competitive organization.

Met with the bargaining units to discuss the pilot Wellness Program scheduled for implementation in March.

HR PRIORITY: ENSURE EFFECTIVE PEOPLE MANAGEMENT

Provide consultation, guidance, standards, policies, procedures and learning opportunities to ensure that employee experience is enhanced as they are appropriately managed, evaluated, engaged, motivated, developed, recognized and valued.

Ensure Metropolitan managers have the foundational knowledge and on-going support to effectively manage employees.

This month, one manager attended a one-day external seminar at the Institute for Management Studies on *Speak to be Heard! Influencing Others to Take Action* presented by Stacey Hanke.

Staff continued to meet with managers to provide follow-up on Korn Ferry Voices 360° feedback surveys for the current cohort of 15 Unit Managers participating in the Metropolitan Management University Graduate program.

HR PRIORITY: PARTNER WITH CUSTOMERS ON HR SOLUTIONS

Collaborate and partner with customers at all levels to support strategic decisions on workforce planning, hiring strategies, advancement and learning opportunities, disciplinary issues and other challenges as they arise.

Establish partnerships focused on strategic solutions to various human resource management challenges.

- Negotiations were ongoing with the Supervisors Association on a successor Memorandum of Understanding. Employee Relations also took part in introductory meetings between the bargaining units and both the new Chief Administrative Officer and new Chief Operating Officer.
- Staff continued to work with Water System Operations and the bargaining units to address the Desert Housing Project.
- Staff also continued to partner with Information Technology to evaluate and finalize requirements for the upcoming Learning Management System Request for Proposal.
- Established a joint-labor management committee focused on telecommuting.

HR PRIORITY: PREPARE FOR FUTURE WORKFORCE AND CHANGING ROLES

Partner with groups to develop programs for skill development, knowledge capture, change management, and employee engagement to ensure Metropolitan's capability as an agile organization preparing for future changes and challenges.

Implement strategies to prepare management and employees for change, unknown challenges, and future retirements.

- Water System Operations Management Academy participants participated in an overnight inspection tour of the Colorado River Aqueduct facilities and attended training sessions on Communication Styles, Problem-Solving, and Presentation Skills.
- The Metropolitan Management University-Graduate cohort of unit managers completed Module 5 on Coaching Skills for Managers, facilitated by the College of Executive Coaching.
- Module 5 delivered to the fifth Cohort of Metropolitan Management University focused on enhancing Interpersonal Effectiveness.
- Three additional team managers completed all the mandatory requirements of MMU and graduated, bringing the total of MMU graduates to 58.
- This month, Cohort 6 of MMU and Cohort 2 of MMU-G kicked off to better prepare managers for their current and future role in ensuring Metropolitan's capabilities to support its mission.

HUMAN RESOURCES

CORE BUSINESS: PROVIDE EXCELLENT HR SERVICES

Human Resources provides a wide range of services and support from pre-hire to post-retirement care. To ensure our services add value and meet the needs of all employees, we will review and revise HR policies, procedures and practices as appropriate to continually improve service and better utilize technologies.

Administer all HR services with efficiency and a focus on customer service excellence, consistency, and flexibility.

- HR Benefits continued work on the Deferred Compensation Request for Proposal for a new 401(k) and 457(b) Recordkeeper by conducting detail site visits to the top two contenders, visiting Denver, CO on January 23 and Washington, DC on January 30. Provider names were removed due to confidentiality requirement.
- HR Benefits presented a modified retirement workshop entitled Retirement Fundamentals to Human Resources staff in the HR 101 series.
- Attended the Southern California Public Labor Relations meeting. There was a presentation on the future of public pensions that discussed topics on current cases and pending litigation that have a direct impact to “pensionable” compensation, vested rights, and employer obligations. This was followed by a roundtable discussion to learn what other agencies, cities, and counties are implementing to comply with pension reform, future changes, as well as, retention and recruitment efforts.
- A leave donation campaign was conducted to raise employee-donated annual, sick, and personal leave for the Employee Emergency Relief Fund to help employees in need.
- Continued to collaborate with Finance and Information Technology staff as work is done with the CalPERS audit department to resolve the remaining outstanding audit findings to close the current review.
- Staff worked on automating required documents and forms within a new On-Boarding system to improve the first day of new hires. This will reduce time, labor, and potential errors and make the overall process and new hire experience more efficient and the system will be implemented later this calendar year.

HUMAN RESOURCES

CORE: COMPLY WITH EMPLOYMENT LAWS AND REGULATIONS

Effectively administer all Human Resources policies, programs, and practices in compliance with applicable federal and state laws and Metropolitan Administrative Code, Operating Policies, and Memorandum of Understanding.

Workers’ Compensation/Medical Screening accomplished the following:

- Submitted 4 new claims to Metropolitan’s workers’ compensation claim administrator.
- Negotiated settlements in 2 claims; and closed 12 claim files.
- Finalized 2017 OSHA Logs for posting at all facilities.
- Conducted MedVan evaluations at Jensen and Diemer facilities.
- Arranged 12 medical evaluations (DMV, medical surveillance, hearing conservation, etc.).
- Addressed 4 accommodation issues.

INFORMATION TECHNOLOGY

CORE: INFORMATION TECHNOLOGY

Collaboratively work with customers to deliver information technology options, services, and solutions in the areas of enterprise and business applications, Engineering Services and Water System Operations applications, mobile/wireless computing, telecommunications, network services, information security, and personal computing.

Implement innovative solutions for customers that will positively impact their business operations through improved quality, speed, simplicity, and cost improvements, IT governance, and established priorities.

- IT staff conducted Unmanned Aerial Vehicles missions at Iron Mountain facility and other areas in the County of San Bernardino to capture aerial pictures.
- The project team reviewed the Redundant, Obsolete, and Trivial files in Water Quality and identified approximately 30 percent of data for reduction.

Upgrade and refurbish Information Technology applications and infrastructure to ensure system reliability and performance levels that meet customer needs.

- The project team continued with the construction efforts of the upgrades of the control and electrical protection systems at the Hiram Wadsworth Pumping Plant. Currently, activities include working on fabricating control panels as well as preparing for testing of new drive firing card electromagnetic field shields.
- The project team procured and installed initial hardware units for the remote terminal units at Mills water treatment plant.
- The project team initiated task order for alternatives analysis task of the System Wide Control System. Staff continued to prepare and review the technical memorandums describing current state.
- As part of the regular disaster recovery exercises to ensure the ability to recover critical IT systems during an emergency, staff conducted an emergency radio/satellite phone testing and updated the Satellite Phone Procedure Manual.

Update Information Technology Strategic Plan to support Metropolitan's Mission and Programs.

As part of maintaining the Enterprise Architecture at Metropolitan, IT staff published External Affairs recommendation of Disaster Recovery Strategy.

Simplify access to business information.

- Staff continued to pilot the meter reading capability web services with three member agencies (Eastern, Anaheim and Orange County). A graphical dashboard application is being prototyped.
- SharePoint sites with document routing are being developed for some teams within Administrative Services. Additional reports and dashboards for team task management within Information Technology have been completed. Prototype form for IT Change Management is in development.

Implement Information Technology's comprehensive workforce succession planning and employee development programs.

Fifteen employees attended a five-day on-site training class for Secure Web Application Development.

REAL PROPERTY

CORE: REAL PROPERTY ACQUISITION, MANAGEMENT AND REVENUE ENHANCEMENT

Manage Metropolitan's real property assets with a focus on enhancement of returns while ensuring that Metropolitan's core operations are protected. Acquire real property rights for future operational business needs.

Implement strategies for right-of-way planning and acquisition support of infrastructure reliability, protection programs, and Bay-Delta Initiatives.

Two entry permits, one from Greens Hospitality, Inc. and one from March Joint Powers Authority, were acquired for access to Metropolitan's property for purposes of coordinating and performing geotechnical investigations and inspections in support of the Perris Valley Pipeline project.

A two-year residential lease was entered into with JY Realty and Capitol. This property is in Riverside County and provides housing for Metropolitan's first responders at Lake Mathews.

Seek incremental revenue-generating opportunities for real estate assets in traditional and alternative market segments such as telecommunications, solar/wind generation, agriculture, and sustainable technology and research.

- Four licenses were granted to Southern California Edison to use a portion of Metropolitan fee-owned lands to service their interconnection facilities at Gene, Iron Mountain, Eagle Mountain, and Hinds pumping plants.
- An entry permit to Ridge Development Company, LLC was granted to allow temporary access to build a wall on adjacent property to facilitate an industrial development.
- A year-to-year lease was granted to the city of San Bernardino to allow a greenbelt strip adjacent to a single-family home development.

Foster staff training and development.

- Staff attended the International Right of Way Association-sponsored courses: *Principles of Real Estate Law* and *Right of Way Acquisition for Pipeline Projects*.
- Staff attended the CLE International Eminent Domain Educational Conference.

Efficiently maintain and operate Metropolitan's Headquarters building and the Diamond Valley Lake Visitor Center.

Staff conducted bird control efforts at the Headquarters building to reduce the potential of health issues and damage to the building associated with bird droppings in the courtyard.

Conducted a safety assessment of the DVL Visitor Center and identified two areas of improvement. First, installed 15 bollards between parking lot and Buildings 1 and 3 to prevent vehicles driving through pedestrian walkway. Second, restored parking lot lights to increase visibility at night. Additionally, staff completed repairs of wooden railing at Clayton A. Record Jr. Viewpoint. *(see photo right)*



WATER RESOURCE MANAGEMENT

CORE: WATER SUPPLY

Develop and execute water resource strategies that achieve the long-term reliability envisioned in the Integrated Resources Plan (IRP). Efforts include the negotiation and management of supply, storage, and water use efficiency programs, administration of imported supply contracts, development of new water resource policy recommendations in support of the IRP, collaborative planning with member agencies, and forecasting resource and facility needs.

Ensure cost-effective and reliable imported water supplies.

State Water Contractors Water Operations Committee

Metropolitan staff chaired the monthly State Water Contractors Water Operations Committee meeting. This committee is a forum for the Department of Water Resources and other State Water Project Contractors to discuss State Water Project water operations issues. Water Resource Management's participation ensures Metropolitan's interests are voiced.

State Water Contractors Energy Committee

Metropolitan staff chaired the monthly State Water Contractors Energy Committee meeting. This committee is a forum for DWR and other State Water Project Contractors to discuss State Water Project energy policies. Metropolitan pays roughly 70 percent of the State Water Project energy costs. Metropolitan's participation is important to provide guidance in mitigating these costs.

Participate and lead, where appropriate, in statewide and regional planning efforts.

California Water Plan Update 2018

Metropolitan staff continue to collaborate with the California Department of Water Resources and statewide stakeholders on the development of the California Water Plan Update 2018. DWR held two workshops in January to review the latest draft. Staff provided comments to DWR related to the potential funding mechanisms identified and the various recommended actions included in the latest draft to attain the sustainability goals of Update 2018. DWR will be releasing the Public Draft at the end of February 2018 and will be scheduling workshops with the public soon after.

California Irrigation Institutes (CII) 56th Annual Water Conference

Water Efficiency Team assisted in organizing and co-funding the California Irrigation Institutes' 56th Annual Water Conference. This year's theme was Drought to Deluge, Scaling Solutions and featured Board Chairman Randy Record on the opening panel.

Metropolitan Staff speak on water efficiency

Staff spoke to the Graduate Student Water Resources Group at the University of California, Los Angeles about Metropolitan's efforts in water efficiency

American Society of Mechanical Engineers A112 Codes and Standards Committee

Staff took part in the American Society of Mechanical Engineers A112 Codes and Standards Committee Meeting. This international meeting sets national plumbing water efficiency standards. Metropolitan is the only water agency member of the committee.

WATER RESOURCE MANAGEMENT

CORE: WATER SUPPLY continued...

Implement the Conservation Program effectively.

Arizona Municipal Water Users Association (AMWUA)

On January 9, 2018, staff gave a presentation to members of the Arizona Municipal Water Users Association in Phoenix, Arizona. The AMWUA is a non-profit association of ten municipalities in the Phoenix metro area, advocating responsible water stewardship that supports economic prosperity and safeguards Arizona's water supplies for future generations. Metropolitan staff presented on Commercial, Industrial, and Institutional water use efficiency programs.

Pump Pod DRAFTS (Direct Recycling Apparatus Firefighting Training and Sustainability) Equipment

On December 19, Metropolitan staff was joined by staff from several member agencies for a demonstration of the Pump Pod DRAFTS equipment by the Glendale Fire Department. The demonstration, held at the Glendale Sports Complex, was designed for Glendale to evaluate the usefulness of the DRAFTS unit as a water-saving device that also helps fulfill the Glendale's engineers' drafting and pumping training needs. Metropolitan has several existing and potential agreements with other fire departments to receive incentives from its Water Savings Incentive Program to help fund the acquisition of the DRAFTS units. Current estimates suggest each DRAFTS unit may save 5-10 million gallons of water a year or possibly more, depending on the frequency of use. *(see photo right of the DRAFTS equipment)*



Implement the Local Resource Program

Local Resources Program Applications

Metropolitan reviewed the eligibility of three LRP applications submitted by the San Diego County Water Authority with a combined total of 101,500 acre-feet per year:

- The San Diego Pure Water Program phase I will deliver about 33,600 AFY of advanced treated recycled water from North City Pure Water Facility to Miramar Reservoir for potable reuse purposes. This project will be owned and operated by the City of San Diego.
- The East County Advanced Water Purification Program will deliver about 11,900 AFY of advanced treated recycled water from a proposed Advanced Water Purification Facility to Lake Jennings for potable reuse purposes. This project will be owned and operated by Padre Dam Municipal Water District.
- The Carlsbad Seawater Desalination Project, which started operation in December 2015, is capable of producing up to 56,000 AFY of desalinated seawater for potable purposes. The Project is a Public-Private Partnership between San Diego County Water Authority and Poseidon Resources.

Including these three LRP applications, there are now six Local Resources Program applications under review with a total combined yield of about 160,000 acre-feet per year.

WATER RESOURCE MANAGEMENT

CORE: WATER SUPPLY continued...

Collaborate with member agencies to coordinate planning efforts, develop policy recommendations, and promote consistent public communications in water resource management issues.

Recycled Water Policy

Metropolitan staff participated in a recent Recycled Water Policy workshop to provide feedback to the State Water Resources Control Board on potential changes to state policy. The Control Board is considering changes to statewide recycled water goals, Salt and Nutrient Management Plan requirements, Constituents of Emerging Concern monitoring, and recycled water tracking and reporting requirements, among other issues. In addition, staff participated in national planning efforts to increase federal grant funding for recycled water projects and streamline grant selection and approval processes.

WATER SYSTEM OPERATIONS

GM STRATEGIC PRIORITY: DEVELOP WATER SUPPLIES AND MANAGE WATER RESERVES

Staff will work closely with the Board to manage Metropolitan's water supply reserves in the face of the unprecedented drought conditions in California and throughout the Southwest. Should El Niño conditions create more supply, staff is prepared to maximize storage opportunities. The actions will include implementation of storage withdrawals, coordination of deliveries with the member agencies, close monitoring of drought conditions and possible allocation actions as part of the Water Surplus and Drought Management plan, and targeted outreach on conversation efforts.

Develop Water Supplies

Metropolitan completed a draft testing and monitoring plan for the demonstration project at the Regional Recycled Water Advanced Purification Center (Center) in Carson. The Center, currently in construction, will be used to test various treatment processes to ensure the water meets applicable water quality requirements and ultimately gain acceptance by state regulators for a potential full-scale advanced water treatment facility. The demonstration project is expected to begin in late 2018 with testing spanning at least one year.

Manage Water Reserves

State Water Project imports into the service area in January were maintained at relatively high levels to manage system shutdowns and move SWP carryover storage. For the month of January, the use of SWP accounted for 86 percent of Metropolitan's deliveries. Storage at Diamond Valley Lake increased slightly to 748,000 acre-feet or 91 percent full. Water reserves continued to be managed according to Water Surplus and Drought Management principles, while considering the 15 percent initial 2018 SWP allocation. Due to dry conditions, deliveries to storage accounts were reduced. Deliveries to Arvin-Edison storage continued as previously scheduled for approximately 13,000 AF in January, with no deliveries to other banking programs. Deliveries of Colorado River water to groundwater storage in the Advanced Delivery Account with Desert Water Agency and Coachella Valley Water District were 10,000 AF in January, which is lower than the 40,000 AF delivered to this account in December. Deliveries to cyclic and conjunctive use storage accounts ended this month as a result of the dry conditions and current low SWP allocation.

GM STRATEGIC PRIORITY: EMPLOYEE DEVELOPMENT

Increase employee cross-training and employee development efforts will be needed to meet the challenge of increased retirements brought about by an aging workforce.

Manage Vacancies

WSO filled five vacant positions in December 2017.

Prepare Employees for New Opportunities

The Water System Operations Apprentice and Technical Training Programs develop and train personnel to become qualified mechanics and electricians responsible for maintaining Metropolitan's water treatment and distribution systems. The Water System Operations Apprentice and Technical Training Programs develop and train personnel to become qualified mechanics and electricians responsible for maintaining Metropolitan's water treatment and distribution systems. Staff hosted a completion ceremony for the Class of 2017 mechanics and electricians on January 31, 2018. The ceremony acknowledged the apprentices' successful completion of 36 college credits. Outstanding achievement awards were presented to top performing students in each discipline. *(see photo below)*

The third session of 2017/18 WSO Management Academy was held at the Gene pump plant on January 10-11. Topics focused on communications in the management role. Participants completed a teamwork assessment, identified individual communication styles, learned to deliver effective presentations, and completed a case study on decision-making skills. Staff provided a tour of the Whitsett Intake pump plant and an overview of the conveyance and distribution system. The academy consists of ten one-day sessions scheduled through August 2018.



The Class of 2017 Mechanical and Electrical Apprentices at completion ceremony

WATER SYSTEM OPERATIONS**CORE: PROVIDE RELIABLE WATER SUPPLIES**

Metropolitan delivered approximately 133,000 AF of water to member agencies in January, which included approximately 24,000 AF to cyclic storage and conjunctive use accounts. January deliveries averaged approximately 4,305 AF per day, a decrease of 530 AF per day from December deliveries. Treated water deliveries for January totaled 71,400 AF, or 54 percent of total deliveries for the month. This was a decrease of about 5,500 AF from December treated water deliveries. The Colorado River Aqueduct transitioned to a two-pump flow on January 1 and a total of 29,300 AF of Colorado River water was pumped in January. This was an average of 945 AF per day. SWP imports averaged 3,680 AF per day, totaling 114,000 AF for January. This was a decrease of 35,000 AF from December SWP imports. The targeted blend for the Weymouth,

WATER SYSTEM OPERATIONS

CORE: PROVIDE RELIABLE WATER SUPPLIES *continued...*

Diemer, and Skinner plants was 75 percent for the month of January. Weymouth plant blend increased to 100 percent for about two weeks during the Upper Feeder shutdown.

Staff continued to maximize power generation throughout the month. Metropolitan's hydroelectric plants generated an average of 35 megawatts per hour for 26,300 megawatt-hours for January.

The Casa Loma Canal provides operational flexibility to deliver up to half of the total CRA flow to Lake Mathews or the San Diego Canal. Staff identified 10 locations on the Casa Loma Canal in need of concrete lining repair. Repairs include saw cutting and removal of approximately 3,000 square feet of concrete panels and replacement with structural concrete. Staff has completed the removal of the damaged concrete liner and is preparing the subgrade for concrete placement. This project is scheduled to be completed by February 9, 2018. (*see photos below*)



Staff removing panels for repairs at Casa Loma Canal



Compacting the sub base for shotcrete placement at Casa Loma Canal

WATER SYSTEM OPERATIONS

CORE: OPTIMIZE MAINTENANCE

The North American Electric Reliability Corporation (NERC) is a non-profit international regulatory authority whose mission is to assure the reliability and security of the bulk power system in North America. Metropolitan is obligated to adhere to NERC regulations, requiring the testing of prescribed transformers, primary circuit breakers, potential transformers, and current transformers every five years. Staff has taken advantage of the current low-flow (two pumps) operation of the CRA to perform required high voltage testing at Hinds pump plant, prior to the upcoming scheduled shutdown of the CRA. Testing has been completed on Bank 2 230kV transformers, as well as multiple Bank 2 primary circuit breakers.

WATER SYSTEM OPERATIONS

CORE: OPTIMIZE MAINTENANCE continued...

Staff continued with coating work at various structures and treatment plants throughout the distribution system. This month staff performed coating work on the San Jacinto Pipeline Meter Structure, San Diego Pipeline No.5 - service connection EM-19, Santiago Lateral Pipeline, and San Diego Pipeline No. 3 Bypass Pipeline - service connection EM-20. *(see photos below)*



San Diego Pipeline No. 3 Bypass Pipeline - service connection EM-20 before (left) and after (right) coating repairs

Staff performed a shutdown of the Upper Feeder Pipeline to allow a contractor to install a flexible metal expansion joint at the Santa Ana River Bridge Crossing in the city of Riverside. The expansion joint will allow thermal expansion and contraction of the pipeline caused by temperature changes. Also completed during this shutdown was an inspection of the Upper Feeder internal lining at the Santa Ana River Bridge Crossing.

Staff performed a shutdown on a portion of the Orange County Feeder. The purpose of the shutdown was to replace leaking butterfly valves in both the Fairplex Pressure Control Structure (PCS) and the Walnut PCS, in the cities of Pomona and Walnut. Additional work included internal electromagnetic and visual inspection of a one mile section of prestressed concrete cylinder pipe within the shutdown zone, and replacement of six vacuum air release and pumpwell shutoff valves at various locations within the shutdown zone. The new valves now allow full isolation of the pipeline to rehabilitate control valves between the Weymouth plant and the Orange County Reservoir. The control valves maintain a pre-determined upstream pressure, allowing water to back up in the pipeline. This eliminates a cascading flow effect that causes air entrainment and the appearance of milky water. These repairs and inspections will improve the operational reliability for this section of pipeline. *(see photos below)*



Left photo: Preparations for removal of control valves from Walnut PCS



Right photo: Removal of control valves at Walnut PCS

WATER SYSTEM OPERATIONS

CORE: OPTIMIZE MAINTENANCE *continued...*

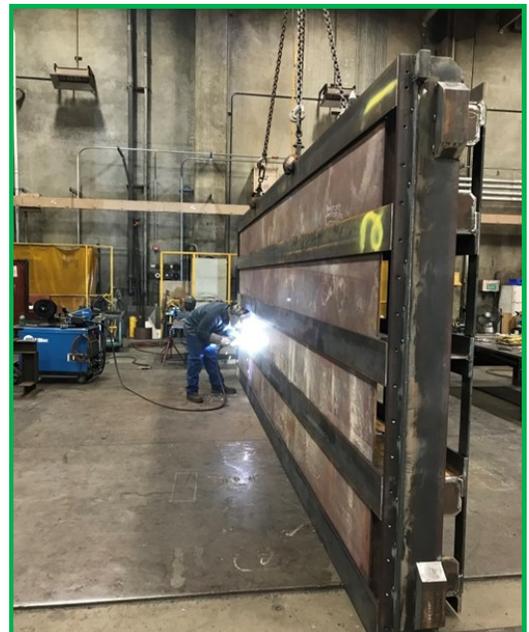
Staff began reassembly of the reconditioned mechanical seal and turbine guide bearing at Lake Mathews Hydroelectric Plant this month. The mechanical seal prevents water from entering the internal components of the unit, and the turbine guide bearing supports the turbine shaft as it rotates. These components were showing signs of wear after 35 years of service and required reconditioning to restore efficiency and reliability of operations. *(see photo right of installation of mechanical seal)*



The La Verne Shops are manufacturing four stoplog gate sections for the California Department of Water Resources Dos Amigos Pumping Plant. Each gate section is 22 feet long by 8 feet wide and weighs approximately 12,000 pounds. These stoplogs prevent water in the canal from entering the discharge lines at the Dos Amigos Pumping Plant during shutdowns and inspections. The existing stoplogs were severely corroded and the gate seals were no longer operational. The La Verne Shops have completed the manufacture of two of the four sections. When complete, the four sections will be coated with corrosion resistant coating and fit tested in the shop before shipping to DWR. *(see photos below)*



Corroded stoplog gate sections for the DWR Dos Amigos Pumping Plant



Staff welding on the water-bearing side of stoplog gate sections for the DWR Dos Amigos Pumping Plant in the La Verne Shops

WATER SYSTEM OPERATIONS

CORE: MANAGE THE POWER SYSTEM

The relationship between water and energy is receiving heightened attention in California as part of the program to reduce greenhouse gas emissions within the state. It is estimated that 19 percent of the electricity use in California is due to water actions at the end user as well as utility conveyance, treatment, and wastewater operations. There can be significant greenhouse gas emissions associated with the production of this electricity. The state has created the Water-Energy Team of the Climate Action Team (WET-CAT) with representatives from various state governmental agencies to coordinate efforts to reduce the intensity of energy associated with water. At the invitation of the WET-CAT, Metropolitan presented information on its actions and programs that have or will reduce the energy requirements for water operations. Energy reductions arise from energy efficiency measures, or indirectly from reduced water consumption. Metropolitan's efforts to increase local supplies were also discussed.

In January, the California Energy Commission approved Metropolitan's request that the energy from Metropolitan's Foothill Feeder, San Dimas, Yorba Linda, and Lake Mathews hydroelectric plants be certified as Renewable Energy. Electric utilities in California are required under state law to utilize increasing amounts of certified Renewable Energy to meet their energy demands. The certification will increase the value of the energy from these hydroelectric plants when Metropolitan markets the energy in 2019 after the existing sales agreement expires. Presently the energy from the plants is sold to the Department of Water Resources as uncertified renewable power.

WATER SYSTEM OPERATIONS

CORE: IMPROVE SECURITY AND EMERGENCY RESPONSE

The first significant rain storm of 2018 hit Southern California during the week of January 8. Unfortunately, this storm caused deadly debris flows north of Metropolitan's service area and widespread flooding. Staff monitored the storm and quickly assessed Metropolitan's system and confirmed there was no significant damage. Staff also maintained contact with the California Utilities Emergency Association, which was staffing the Utilities Operations Center at the State's Southern Region Emergency Operations Center, and remained available to provide mutual assistance, if necessary.

WATER SYSTEM OPERATIONS

CORE: PROTECT SOURCE WATER QUALITY

Staff submitted comments to the California Department of Toxic Substances Control on the Final Subsequent Environmental Impact Report for Pacific Gas and Electric's Topock Compressor Station Final Chromium-6 Groundwater Remediation Project. Staff emphasized the importance of protecting the Colorado River and moving the groundwater remedy forward. Following certification of the Subsequent EIR, construction of the final groundwater remedy will begin by summer 2018.

Staff participated in a meeting on mercury in reservoirs on January 26, hosted by the State Water Resources Control Board and the Association of California Water Agencies. Mercury may present a risk to consumers of fish caught in the reservoirs even when mercury is not detected in the water and poses no drinking water risk. One of the topics focused on the process for removing lakes from the state's list of mercury-impaired water-bodies when monitoring confirmed acceptable mercury levels.

WATER SYSTEM OPERATIONS

CORE: OPTIMIZE WATER TREATMENT AND DISTRIBUTION

State Water Project target blends at the Weymouth, Diemer and Skinner plants ranged from 75-100 percent for January 2018. Flow-weighted running annual averages for total dissolved solids from November 2016 through October 2017 were 355, 379, and 393 mg/L for the Weymouth, Diemer and Skinner plants, respectively.

Staff performed minor repairs to the flocculators at the Mills plant. The flocculators are an important part of the coagulation process as they enable positive and negative particles to come together through gentle mixing and form larger particles. The larger particles, known as pin-floc, are then settled out in the sedimentation process and removed from the treated water. During lower demand periods in winter, staff takes the opportunity to ensure that equipment is in good condition in preparation for higher flows later in the year.

Concrete forms have been erected in preparation for the outer wall strengthening of the administration building as part of the Seismic Upgrade Project at the Diemer plant. This \$8.1 million capital project commenced in Winter 2016 with target completion by mid-2018, and is required to enhance safety, minimize the risk of disruption to plant operation, and reduce potential building damage in a seismic event. *(see photo below)*

Staff worked with a contractor at the Weymouth plant to clean the Dry Polymer Mixing Building and Polymer Tank Farm. The dry polymer powder dust can accumulate on the floor over time, becoming slippery and posing a safety hazard when wet. Staff coordinated with the contractor to power wash the Dry Polymer Mixing Building and Polymer Tank Farm and to haul off the residual waste for appropriate disposal.

Staff replaced a pressure switch that failed in the sulfuric acid tank farm at the Weymouth plant. The pressure switch being replaced prevents equipment damage by automatically shutting off the chemical feed pumps if the pressure gets too high. *(see photo right)*



Administration Building Seismic Upgrade Project at Diemer plant



Staff replacing a pressure switch in the sulfuric acid tank farm at Weymouth plant

WATER SYSTEM OPERATIONS

CORE: PROVIDE TECHNICAL SUPPORT TO MEMBER AGENCIES

On January 11, Metropolitan conducted the first of its Member Agency Water Quality Managers meetings for 2018 at Metropolitan's Headquarters building. The meeting included water quality and operations staff from 14 of 26 member agencies with an additional 34 retail agencies and other guests from State Water Resources Control Board, consulting firms, and analytical laboratories in attendance. Topics included revisions to the State and Federal Total Coliform Rule, Legionella, and updates on the regulation of lead and copper, perchlorate, point-of-use/point-of-entry treatment, and reports on Metropolitan's water supply and water quality.

Staff continued coordination work with member agencies for the design of new service connections for Burbank, Eastern Municipal Water District, and West Basin Municipal Water District. The new connections are B-05A (10 cfs); EM-25 (100 cfs); and WB-41 (25 cfs). These projects are in various stages from initial planning to preparation of final design documents.

Staff is providing construction inspection services for Castaic Lake Water Agency's CLWA-1 service connection, under a reimbursable agreement. The service connection is being constructed by a contractor and will allow the agency to take up to 140 cfs. The agency currently takes up to 93 cfs from service connection CLWA-1T. (*see photo below*)



Construction of service connection CLWA-1 valve structure (foreground) and meter structure (background)

WATER SYSTEM OPERATIONS

CORE: PREPARE FOR FUTURE LEGISLATION AND REGULATION

On December 14, 2017, the State Water Resources Control Board's (SWRCB) new drinking water maximum contaminant level of 5 parts per trillion for 1,2,3-Trichloropropane (TCP) went into effect. Sampling is required to begin in the first quarter of 2018. Metropolitan has not detected 1,2,3-TCP in its source and finished water supplies. However, some of Metropolitan's member agencies have detected 1,2,3-TCP in their groundwater.

On December 28, 2017, Metropolitan submitted comments on SWRCB's draft Underground Storage Tanks (UST) regulations. The letter requests clarification on the number of overfill protection devices and requirements for the monthly inspection reports. The new UST regulations are expected to become effective October 1, 2018. Metropolitan maintains USTs for dispensing fuel to vehicles and emergency generators.

On December 19, 2017, Metropolitan submitted comments on the California Air Resources Control Board's (CARB) pre-rulemaking amendments to the sulfur hexafluoride (SF6) regulations for gas insulated equipment. SF6 is utilized as an insulating agent in electrical devices (e.g., circuit breakers) throughout Metropolitan's system. One major draft change includes a phasing out of SF6 by January 1, 2025. Metropolitan requested that CARB postpone the ban on SF6 until a full alternatives analysis is completed, as well as proposed a 2030 or later phase-out date. Staff will continue to monitor the rulemaking process.

WATER SYSTEM OPERATIONS

CORE: ENSURE WATER QUALITY COMPLIANCE, WORKER SAFETY AND ENVIRONMENTAL PROTECTION

Metropolitan complied with all water quality regulations and primary drinking water standards during the month of December 2017.

Storage	As of 1/31/18	% of Capacity
DVL	747,756AF	92
Lake Mathews	144,744 AF	80
Lake Skinner	37,280 AF	85

Metropolitan's Mission is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

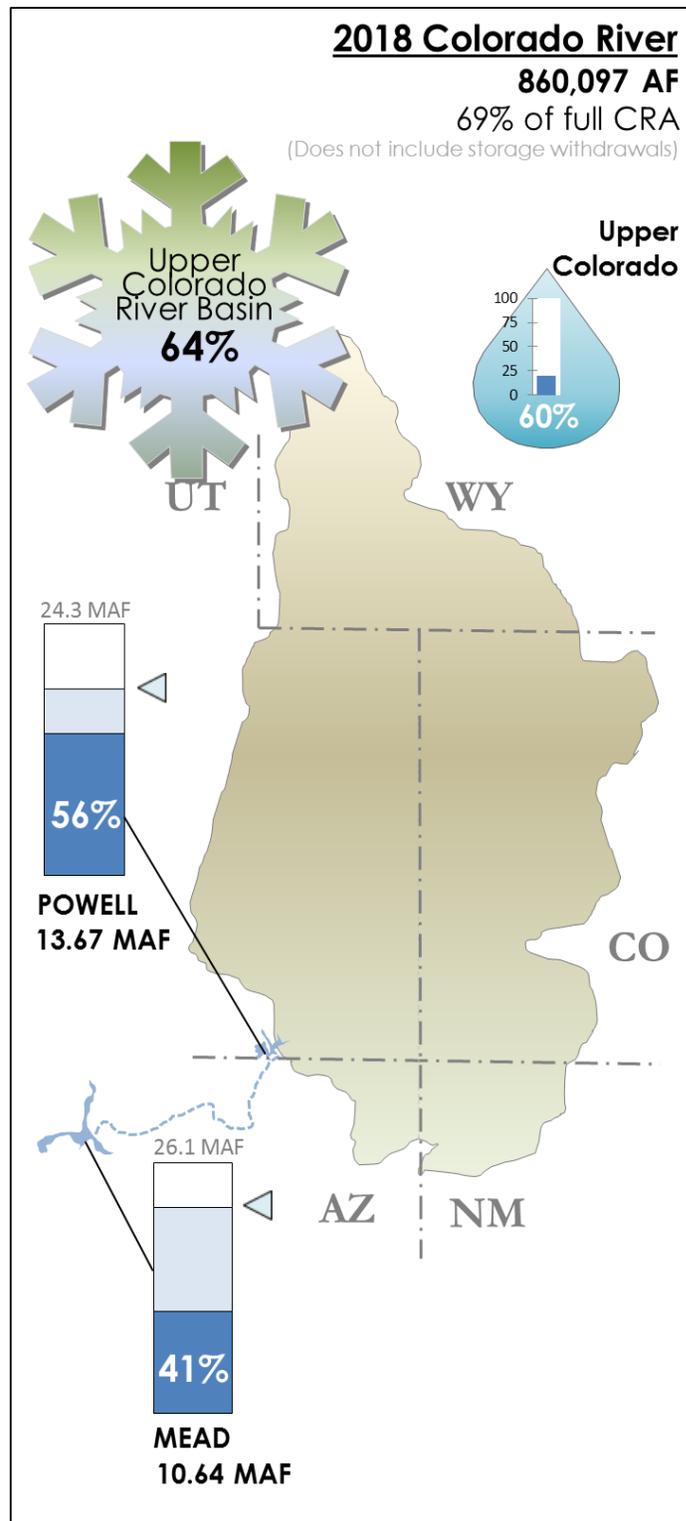
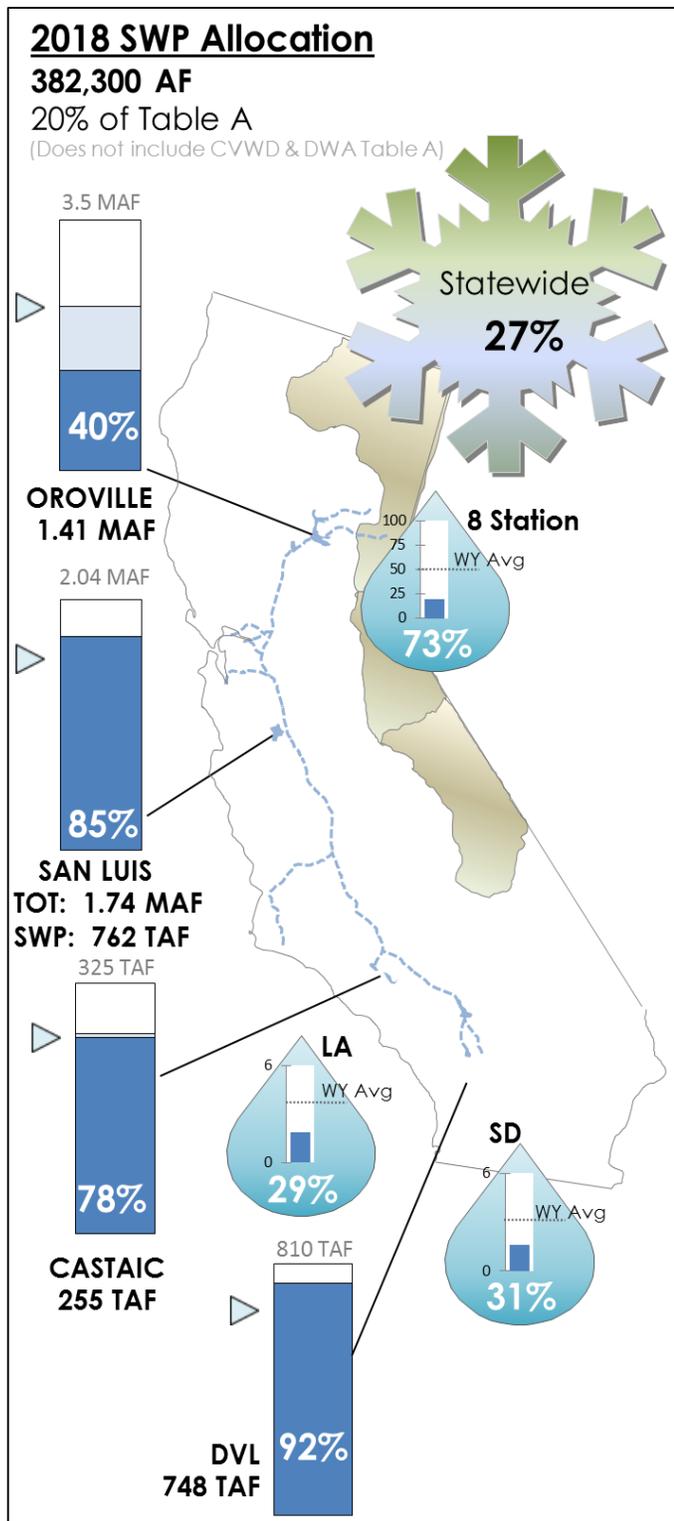
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WATER SUPPLY CONDITIONS as of January 31, 2018



Regional Snowpack

WY Avg
% Normal

Rainfall to Date (in)

Capacity
Average EOM Storage
Current Storage (% Capacity)

Snow pack
% Normal