



**REGULAR MEETING OF THE BOARD OF DIRECTORS  
PICO WATER DISTRICT**

4843 S. Church Street  
Pico Rivera, California, 90660

**5:30 PM Wednesday, April 6, 2022**

**AGENDA**

Pursuant to the provisions of Government Code Section 54953(e), as amended by AB 361, any Board member and any member of the public who desires to participate in the open session items of this meeting may do so by accessing the Zoom link below to join by webcam or teleconference.

Any member of the public wishing to make any comments to the Board may do so through that Zoom link. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. Members of the public wishing to make a comment are asked to state their name for the record and will be provided three (3) minutes to comment, the Board secretary will alert those commenting when they only have 30 seconds remaining. All members of the public will be disconnected from the Zoom link immediately before the Board of Directors adjourns into Closed Session.

**Join Zoom Meeting**

<https://us06web.zoom.us/j/9521779948?pwd=dGNxcXh3YitEc2NlVVdrUzVvNm4rZz09>

Join by Telephone: +1 669 900 6833

Meeting ID: 952 177 9948 Passcode: **421745**

1. **ROLL CALL.**
2. **PLEDGE OF ALLEGIENCE.**
3. **INVOCATION.**

**4. TIME RESERVED FOR PUBLIC COMMENTS.**

*Members of the public shall be allowed three minutes to address the Board on any matter on the agenda and/or within the jurisdiction of the District, which is not on the Agenda. All comments should be addressed to the presiding officer of the meeting. Additional public comments shall be allowed when a listed agenda item is being considered, but such comments made at that time must be confined to the subject that is being discussed at the time such comments are made. Members of the public are asked to state their name for the record. Due to all Board Meetings being run as Zoom Meetings all participants will be placed on mute at the start of the meeting and when the meeting is open for public comment the participant will be asked to raise their hand through the button on the video conference screen if participating by video conference or by pressing \*9 on their phone if participating by teleconference.*

**5. ADOPTION OF AGENDA.**

**6. APPROVAL OF CONSENT CALENDAR.**

(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

- A. Consider March 9, 2022 Special Board Meeting Minutes.
- B. Consider March 16, 2022 Regular Board Meeting Minutes.
- C. Consider February 2022 Financial Statement.

**7. ACTION/DISCUSSION ITEMS.**

- A. Consider Surplus Water Rights Lease Agreement between Pico Water District and the Virginia Country Club for Water Year 2021/2022. *Recommended action – that the Board approve the Lease Agreement with the Virginia County Club.*
- B. Consider Candidates Running to Fill to Open Seats on the Los Angeles County Local Agency Formation Commission the Voting Member Seat and Alternate Member Seat. *Recommended action – to be discussed at the Board meeting.*
- C. Discuss Recent Action by Governor Gavin Newsom on Drought Conditions. *Recommended action – to be discussed at the Board meeting.*
- D. Discuss Board Procedure to Review New General Manager Candidates. *Recommended action – to be discussed at the Board meeting.*

**8. REPORTS.**

- A. General Manager.
- B. Legal Counsel.

**9. INFORMATIONAL ITEMS**

- A. Article – As Western Drought Worsens, Governor Newsom Moves to Bolster Regional Conservation Efforts.

**10. DIRECTOR’S REQUEST OF FUTURE AGENDA ITEMS.**

**11. BOARD MEMBER COMMENTS.**

- A. Report on Meetings Attended/Comments.
- B.

**12. CLOSED SESSION.**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9.

One Case.

**13. CLOSED SESSION REPORT.**

**14. ADJOURNMENT.**

**AGENDA POSTED ON:** March 31, 2022

**Next regularly scheduled meeting:** April 20, 2022

***NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Board meeting, please contact the District office at (562) 692-3756 at least 48 hours prior to a Board meeting to inform the District of your needs and to determine if accommodation is feasible.***

***Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 4843 S. Church Street, Pico Rivera, California.***

## **CONSENT ITEMS**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
PICO WATER DISTRICT  
4843 S. Church Street  
Pico Rivera, California, 90660**

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**AGENDA**

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(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

- A. Consider March 9, 2022 Special Board Meeting Minutes.
- B. Consider March 16, 2022 Regular Board Meeting Minutes.
- C. Consider February 2022 Financial Statement.

**THE FOLLOWING CONSENT ITEMS:**

**MARCH 9, 2022 SPECIAL BRD MTG MINUTES  
MARCH 16, 2022 REGULAR BRD MTG MINUTES  
FEBRUARY 2022 FINANCIAL STATEMENT**

**WILL BE DELIVERED ON  
MONDAY APRIL 4, 2022**

**ACTION/DISCUSSION  
ITEMS**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
PICO WATER DISTRICT  
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Pico Rivera, California, 90660**

**5:30 P.M. Wednesday, April 6, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- A. Consider Surplus Water Rights Lease Agreement between Pico Water District and the Virginia Country Club for Water Year 2021/2022. *Recommended action – that the Board approve the Lease Agreement with the Virginia County Club.*



## ***STAFF REPORT***

**To:** Honorable Board of Directors

**From:** Mark Grajeda, General Manager

**Meeting Date:** April 6, 2022

**Subject:** Action Item 7A – Consider Surplus Water Rights Lease Agreement Between Pico Water District and the Virginia Country Club for Water Year 2021/2022

### **RECOMMENDATION**

That the Board approve leasing surplus District Water Rights to the Virginia Country Club and approve the Lease Agreement, which calls for the District to lease 100-acre feet of surplus water rights at a cost of \$180 per acre foot to Virginia Country Club for the water year ending June 30, 2022, and instruct the General Manager to sign the Agreement with the Virginia Country Club.

### **FISCAL IMPACT**

District revenues will increase by \$18,000.00.

### **BACKGROUND**

The District has the right to extract (pump) 3,624-acre feet (AF) of water from the Central Basin annually between the months of July 1<sup>st</sup> and June 30<sup>th</sup> of the following year. In 2013 the Central Basin Judgement (Judgement) was amended for the third time. This amendment allowed for the amount of carryover of unused water right to increase from 20% of your allotted extraction right to a maximum of 60%. Due to state mandated watering restrictions and new conversation requirements the District has seen its customer usage decrease and therefore each year the District does not pump all of its allotted water rights. The Judgement allows for any water rights holder to lease any unused water rights to another water purveyor on an annual basis.

In the water year ending June 30, 2022, we expect to pump approximately 2800 AF. Staff is recommending that the Board approve leasing 100 AF of District surplus water rights to the Virginia Country Club, which will still allow the District to carryover about 2,200 AF of unused water rights into the new water year.

Attached:

Water Rights License & Agreement

April 6, 2022

Mr. Dan Miller  
Director of Agronomy  
Virginia Country Club  
4602 N. Virginia Road  
Long Beach, CA 90807

**Subject: Water Right License & Agreement**

Dear Dan,

Please find the enclosed form for a Water Lease Agreement covering the following:

Lease of: 100 Acre Feet of "Allowed Pumping Allocation" without flex  
Water Year: July 1, 2021 thru June 30, 2022  
Price: \$180.00 per Acre Foot  
Total: \$18,000.00 to be paid within 30 days after Watermaster approval

If the terms as outlined above are agreeable, please sign and return one copy to the District. Should you have any questions, please do not hesitate to call me at (562) 692-3756.

Thank you,

Mark Grajeda  
General Manager

Attachment Enclosed



## WATER RIGHTS LICENSE & AGREEMENT

**Pico Water District** (“Licensor”) hereby grants to Virginia Country Club (“Licensee”) a license to extract 100 acre-feet of Licensor’s Allowed Pumping Allocation allocated to Licensor (or predecessors in interest) under and pursuant to the Judgment dated October 11, 1965, as amended and restated by that certain Third Amended Judgment dated December 23, 2013, as entered in Los Angeles County Superior Court Case No. 786, 656, entitled “Central and West Basin Water Replenishment District vs. Charles E. Adams, et al.,” during the period commencing July 1, 2021 and continuing to and including June 30, 2022.

Said License is granted subject to the following conditions:

1. Licensee shall exercise said right and extract the same on behalf of Licensor during the period specified above, and put the same to beneficial use and Licensee shall not by the exercise hereunder of said right acquire any right to extract water independent of the rights of Licensor.
2. Licensee shall pay assessments levied on the pumping of said ground waters by the Water Replenishment District of Southern California.
3. Licensee shall notify the Central Basin Watermaster (Watermaster) that said pumping was done pursuant to this license and provide Watermaster with a copy of this document.
4. Licensee shall note, in any recording of water production for the period of the agreement that said pumping was done pursuant to this license.
5. Licensee’s Allowed Pumping Allocation **shall not** be increased by the amount hereby leased when computing carryover or allowable over extraction as provided by Part III, Subpart A and B in said Judgment.
6. Licensor is leasing its rights to Licensee **without** Flex.

Pico Water District warrants that it has 100-acre feet of Allowed Pumping Allocation and that it has not pumped and will not pump or permit or license any other person to pump any part of said 100 acre-feet during the period of July 1, 2021 through June 30, 2022.

Dated: 4-06-2022

LICENSOR:

LICENSEE:

PICO WATER DISTRICT

VIRGINIA COUNTRY CLUB

By: \_\_\_\_\_  
Mark Grajeda  
General Manager

By: \_\_\_\_\_  
Dan Miller  
Director of Agronomy



**REGULAR MEETING OF THE BOARD OF DIRECTORS  
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4843 S. Church Street  
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**5:30 P.M. Wednesday, April 6, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- B. Consider Candidates Running to Fill to Open Seats on the Los Angeles County Local Agency Formation Commission the Voting Member Seat and Alternate Member Seat. *Recommended action – to be discussed at the Board meeting.*

## ***STAFF REPORT***

**To:** Honorable Board of Directors

**From:** Mark Grajeda, General Manager

**Meeting Date:** April 6, 2022

**Subject:** Action Item 7B – Consider Candidates Running to Fill Two Open Seats on the Los Angeles County Local Agency Formation Commission the Voting Member Seat and Alternate Member Seat.

### **RECOMMENDATION**

To be discussed at the Board Meeting.

### **FISCAL IMPACT**

No financial impact.

### **BACKGROUND**

The Local Agency Formation Commission for the Los Angeles County (LAFCO) is a State mandated Commission which is charged with the responsibility of providing for the orderly formation and growth of cities and special districts. In considering organizational changes for cities and special districts, the Commission reviews numerous factors, including the need for organized community services, the effect of a proposed change of organization on mutual social and economic interests, the effect on open-space, and the ability of a local agency to efficiently provide services.

Pursuant to State law, LAFCO reviews and holds public hearings on proposals for changes of organization for the 88 cities and 91 special districts in Los Angeles County. The Commission is also responsible for conducting detailed service reviews of these cities and districts, and periodically updating their spheres of influence.

The Commission consists of nine regular members and six alternate members. The nine regular members are selected in the following manner - two representatives are selected from the Los Angeles County Board of Supervisors, one representative is selected by the City of Los Angeles, two representatives are selected from among the Cities within Los Angeles County, two representatives are selected by Independent Special Districts, one representative is selected by the San Fernando Valley, and one representative is elected by the other eight regular Board Members.

For the Voting Member Seat, there are three candidates running, Mr. Steve Appleton, Mr. E.G. "Jerry" Gladbach and Ms. Sharon Raghavachary. Currently, Mr. Gladbach is serving on the LAFCO Board and has represented Special District's well. Mr. Gladbach is also on the ACWA Board of Directors representing a diverse group of water agencies; therefore staff is recommending that the Board select Mr. Jerry Gladbach for the Voting Member Seat.

For the Alternate Member Seat, there are two candidates running, Mr. Mr. Melvin Matthews and Mr. Baru Sanchez. Currently, Mr. Matthews is serving on the LAFCO Board as the Alternate Member and has represented Special District's well. Also, Mr. Matthews is a member of the Public Water Agencies Group PWAG of which the District is also a member and has represented the group very well, therefore staff is recommending that the Board select Mr. Melvin Matthews for the Alternate Member Seat.



**MEMORANDUM**

**TO:** PRESIDING OFFICER OF EACH INDEPENDENT SPECIAL DISTRICT IN  
LOS ANGELES COUNTY

**FROM:** WILLIAM F. KRUSE

**RE:** BALLOT; SPECIAL DISTRICT LAFCO REPRESENTATIVE

**DATE :** February 23, 2022

Enclosed is the Ballot and the supplementary materials submitted for each of the candidates for Special District LAFCO **VOTING MEMBER** and for Special District LAFCO **ALTERNATE MEMBER** for the term expiring in May 2022. Nominations closed as of 5:00 p.m. on February 18, 2022.

Please vote for ONE candidate for **each** of the two positions. The marked ballots should be placed in the envelope marked "Ballot Envelope." Please write the name of your agency and sign your name on the outside of the ballot envelope and return the completed ballots by mail to:

**William F. Kruse, Esq.**  
**Lagerlof, LLP**  
**155 N. Lake Avenue, 11th Floor**  
**Pasadena, CA 91101.**

**No ballot will be counted if it is missing the name of the voting agency and the signature of the Presiding Officer on the ballot envelope.**

The candidates receiving the highest number of votes will be declared the special district **voting member** and **alternate member** to LAFCO.

**Ballots must be returned by 5:00 p.m. on April 22, 2022.**

WFK/bb  
Enclosures

cc: Paul Novak, w/enc.



# BALLOT

## SPECIAL DISTRICT LAFCO VOTING MEMBER

**Please vote for no more than one candidate.**

**STEVEN APPLETON**

Occupation: Board of Trustee Member

Sponsor: Greater Los Angeles County Vector Control District

**E. G. "JERRY" GLADBACH**

Occupation: Water District Director

Sponsor: Santa Clarita Valley Water Agency

**SHARON S. RAGHAVACHARY**

Occupation: Water District Director

Sponsor: Crescenta Valley Water District

NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Date: FEBRUARY 18, 2022

Name of Candidate: STEVEN APPLETON

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT is pleased to nominate STEVEN APPLETON as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: BOARD OF TRUSTEE, LOS ANGELES CITY

Agency: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Type of Agency: SPECIAL DISTRICT

Term Expires: JANUARY 6, 2025

Residence Address: 2825 BENEDICT STREET

LOS ANGELES, CA 90039

Telephone: 310-740-7294

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

(Name of Agency)

By: Mary-Joy Coburn

Its: Mary-Joy Coburn, Communications Director / Board Liaison



Steven Appleton

*A citizen public servant with technical knowledge, interdisciplinary skill and a collaborative approach.*

Mr. Appleton is the past President of the Greater Los Angeles County Vector Control District (2020), where he continues to serve as Trustee for the City of Los Angeles. Appointed in 2011, he has encouraged collaboration among public agencies in the planning of parklands, such as by assuring a place at the table for vector control experts in the design of engineered wetlands. He is a Board Member on the Los Angeles County Second District Consolidated Oversight Board and has served in a variety of capacities on watershed issues, including as a Technical Stakeholder to the yearly "State of the Watershed" report for the Los Angeles Region by the Council on Watershed Health.

Steve balances his role as a citizen public servant with his career in public art and education. He has taught at local institutions, including Otis College of Art and Design, USC, and California State University, Northridge. He recently founded the Water Institute of Science Policy that collaborates with California State University Northridge's Institute for Sustainability at California and Center for the Geospatial Science and Technology (CGST) in the creation of community service and educational programming.

As a public artist, he has created permanent and temporary public artworks in Los Angeles, Seattle, Denver, Brazil, Denmark, and Finland. Americans for the Arts recognized his work "FaceTime" with a national award in 2007. Most recently, he collaborated with Artichoke Dance Company in a three-day series performances, sculptures and participatory workshops called "Future Currents," sponsored by the Soraya Performing Arts Center. His public art projects have often included internship opportunities for local youth, such as his Metro Green Line project in Watts.

His seasonal business LA River Kayak Safari, has been the leading vendor of kayaking in the Los Angeles river since 2013, bringing more than 12,000 people on a unique tour of the naturalized section of the river in Elysian Valley. His group has broadened the audience for nature recreation by sponsoring more than 20% of its offerings for at-risk youth and underserved communities. As part of the yearly permitting for this business, Appleton is in dialog with US Army Corp of Engineers and regional Park Authorities.

Appleton received his Bachelor of Arts in Sculpture at the University of California, Santa Cruz and studied for his Master of Fine Arts at University of Southern California. He is a resident of the "Frogtown" district of Los Angeles, where he lives with his wife Agnieszka and son Janis.

NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee  
From: Santa Clarita Valley Water Agency Board of Directors  
Date: February 1, 2022  
Name of Candidate: E. G. "Jerry" Gladbach

Santa Clarita Valley Water Agency is pleased to nominate  
Jerry Gladbach as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: Division 2 Director

Agency: Santa Clarita Valley Water Agency

Type of Agency: Special Act Water Agency

Term Expires: January 2023

Residence Address: 27491 Hillcrest Place, Valencia, CA 91354

Telephone: (661) 297-2200

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Santa Clarita Valley Water Agency

(Name of Agency)

By: 

Its: President

## **E.G. "Jerry" Gladbach**

27491 Hillcrest Place / Valencia, CA 91354  
Phone: (661) 297-2200 / Email: [ejglad@aol.com](mailto:ejglad@aol.com)



### **EXPERIENCE / COMMITMENT / DEDICATION**

*I would be honored to continue serving you on the Local Agency Formation Commission for Los Angeles County. As Chair of Los Angeles LAFCO I have urged the Commission to become more customer oriented. If reelected I would also be able to continue representing Los Angeles County on the California Association of Local Agency Formation Commissions' Board of Directors, even though I am not a member of the CALAFCO Board. Recognizing that Special Districts are an important segment of government in California, I will represent your concerns at LAFCO for Los Angeles County and CALAFCO.*

#### **LAFCO**

Chair	2006 – present
First Vice-Chair	2005 – 2006
Commissioner	2002 – present
Alternate Commissioner	2001 – 2002

#### **California Association of LAFCOs**

President	2011 – 2012
Vice President	2010 – 2011
Treasurer	2008 – 2010
Secretary	2006 – 2008
Chair, CALAFCO Conference Committee	2008
Member, Board of Directors	2005 – 2013

#### **Association of California Water Agencies (ACWA)**

President	2004 – 2005
Vice President	2002 – 2003
Region Chair	1998 – 2001
Board of Directors	1998 – present

#### **ACWA – Joint Powers Insurance Authority**

President	2010 – present
Executive Committee	2002 – 2003, 2006 – present
Board of Directors	2002 – present

#### **Santa Clarita Valley Water Agency/Castaic Lake Water Agency**

Board of Directors	1985 – present
President	1987 – 1990
Vice President	2021– present
Chair, Public Outreach and Legislative Committee	2021– present
Chair, Water Resources Committee	2003 – 2017
Chair, Finance, Administration, PR Committee	1991 – 2002

**CALAFCO's "Lifetime Achievement" Award 2021**

**CALAFCO's "Outstanding Commissioner" Award 2013**

**Water Education Foundation, Board of Directors 1987 – 2009**

**Member of the Special District Leadership Foundation Task Force that developed the Leadership Series of Classes 2002– 2004**

**Los Angeles Department of Water and Power**

*Leadership in Engineering, Management, Environmental Planning / retired after 35 years*

**Past Member, United States EPA's Groundwater Task Force**

**Provided technical assistance to U.S. Commission on Water Quality**

**Past Member, Advisory Committee, CalPoly State University,**

*Civil and Environmental Engineering*

**Professional Engineer, Registered in California**

**Fellow/Life Member, American Society of Civil Engineers**

**Master of Science Degree in Civil Engineering / Water Resources**

#### **PERSONAL**

*Married with 3 children, and 6 grandchildren, I have lived in the Santa Clarita Valley for over 50 years and have been devoted to community service for that entire period.*

NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee  
From: President James D. Bodnar and Member of the Board of Directors  
Date: January 25, 2022  
Name of Candidate: Sharon S. Raghavachary

The Board of Directors of the Crescenta Valley Water District is pleased to nominate Sharon S. Raghavachary as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: Director of the Board of Directors of  
Agency: Crescenta Valley Water District  
  
Type of Agency: Water and Sewer District  
Term Expires: December 2024  
Residence Address: 2209 Maurice Avenue  
La Crescenta, CA 91214  
Telephone: 818 541-9071

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Crescenta Valley Water District

(Name of Agency)

By:   
Its: Chairman of the Board of Directors

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## **Sharon S. Raghavachary**



Director Raghavachary has been active in the La Crescenta Community for 20 years and has a background in accounting and computer systems.

Ms. Raghavachary has been a member of the Crescenta Valley Water District Board of Directors since June of 2019 and served as President in 2021.

Ms. Raghavachary is a founder of the Crescenta Valley Community Association. She served for seven years on the Crescenta Valley Town Council, during which time she was co-chair of the Foothill Design Committee that wrote design standards for Foothill Boulevard and was a member of Supervisor Antonovich's Library Committee. She also served as Council Vice President and Land Use Committee Chair.

Additionally, Director Raghavachary served three years on the Parent Advisory Council for Children's Hospital Los Angeles, providing input for the new hospital tower. She has been a volunteer for the Los Angeles County Sheriff's Department and Treasurer of the Crescenta Valley Arts Council, as well as a Girl Scout troop leader for ten years. For over five years she wrote a featured column for the Glendale News Press and the Crescenta Valley Weekly. She is currently serving her fourth year on the Clark Magnet High School's School Site Council.

Ms. Raghavachary has teenage twins, a boy, and a girl, who attend Clark Magnet High School and Crescenta Valley High School.

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# BALLOT

## SPECIAL DISTRICT LAFCO ALTERNATE MEMBER

**Please vote for no more than one candidate.**

**MELVIN L. MATTHEWS**

Occupation: Water District Director  
Sponsor: Foothill Municipal Water District

**BARU SANCHEZ**

Occupation: Board of Trustee Member  
Sponsor: Greater Los Angeles County Vector Control District



NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT **ALTERNATE MEMBER**  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: Foothill Municipal Water District

Date: 1/27/2022

Name of Candidate: Melvin L. Matthews

Foothill Municipal Water District is pleased to nominate  
Melvin L. Matthews as a candidate for appointment as special district  
**alternate member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected  
official or a member of the board of an independent special district appointed for a fixed term. For your  
consideration, we submit the following additional information together with a resume of the candidate's  
qualifications.

Elective office: FMWD Director, Division 2

Agency: Foothill Municipal Water District

Type of Agency: Special District

Term Expires: 12/6/22

Residence Address: 2121 Glen Springs Road Pasadena, CA 91107-1015

Telephone: Phone: 626-794-4167, Mobile: 626-622-9137

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Foothill Municipal Water District

(Name of Agency)

By: 

Its: Admin. Mgr. & Treasurer



**Melvin L. Matthews**  
2121 Glen Springs Road  
Pasadena, CA 91107-1015  
Phone: 626-794-4167  
Mobile: 626-622-9137  
E-mail: [melmatthews@outlook.com](mailto:melmatthews@outlook.com)

Mel is the general manager of the Kinneloa Irrigation District, a water company serving the Kinneloa Ranch area east of Altadena and portions of the City of Pasadena. He has served in this position for 18 years. Before becoming general manager, he was elected to the Board of Directors of the Kinneloa Irrigation District in 1997 and served as chairman of the board or treasurer for seven years.

Mel is also concurrently serving as a director and vice-president on the board of the Foothill Municipal Water District. FWMD is a member of the Metropolitan Water District of Southern California and provides supplemental imported water to eight local water agencies. He also serves on the finance committee which oversees the financial matters of the district including the preparation of the budget.

Mel is also the Special District Alternate Director on the Board of the Local Agency Formation Commission of Los Angeles County.

Previously, Mel was in the cable television business for 32 years as founder and president of KTS Corporation and later with Charter Communications serving as the director of government and community relations after selling his cable systems to Charter in 1993.

Mel is a graduate of the University of California at Berkeley with a BS in Chemical Engineering. He has also earned a MBA in Operations Management from the Anderson Graduate School of Business at UCLA. He was born in Pasadena and still lives there with his wife, Donna. They have six children and 12 grandchildren.

NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT **ALTERNATE MEMBER**  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Date: FEBRUARY 18, 2022

Name of Candidate: BARU SANCHEZ

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT is pleased to nominate BARU SANCHEZ as a candidate for appointment as special district **alternate member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: BOARD OF TRUSTEE, CUDAHY

Agency: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Type of Agency: SPECIAL DISTRICT

Term Expires: JANUARY 2, 2023

Residence Address: 4414 HARTLE AVENUE

CUDAHY, CA 90201

Telephone: 323-203-6306

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

(Name of Agency)

By: Mary-Joy Coburn  
MARY-JOY COBURN

Its: COMMUNICATIONS DIRECTOR / BOARD LIAISON

# **GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 | Fax (562) 944-7976

Email: [info@GLAmosquito.org](mailto:info@GLAmosquito.org) | Website: [www.GLAmosquito.org](http://www.GLAmosquito.org)

## **For your consideration for the LAFCO Alternate Seat: Trustee Baru Sanchez**



Mister Baru Sanchez is a Board of Trustee Member for the Greater Los Angeles County Vector Control District. He began his service in 2015 and has also previously served as the President of the Board from 2018 - 2019.

He is a former Council Member and Mayor for the City of Cudahy from 2013 - 2018.

Trustee Sanchez currently works for a top 20 CPA firm as the IT SOX Manager, and he has been a Certified Public Accountant (CPA) for almost 10 years.

Photo Credit: OC Register

**BALLOT ENVELOPE**

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**NAME OF AGENCY**

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**SIGNATURE OF PRESIDING OFFICER**



**REGULAR MEETING OF THE BOARD OF DIRECTORS  
PICO WATER DISTRICT  
4843 S. Church Street  
Pico Rivera, California, 90660**

**5:30 P.M. Wednesday, April 6, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- C. Discuss Recent Action by Governor Gavin Newsom on Drought Conditions.  
*Recommended action – to be discussed at the Board meeting.*

## ***STAFF REPORT***

**To:** Honorable Board of Directors

**From:** Mark Grajeda, General Manager

**Meeting Date:** April 6, 2022

**Subject:** Action Item 7C – Discuss Recent Action by Governor Gavin Newsom on Drought Conditions

### **Recommendation**

To be considered at the Board Meeting.

### **Fiscal Impact**

To be considered.

### **Background**

On March 28, 2022, Governor Gavin Newsom signed into law Executive Order N-7-22 (Exhibit A), which directs the State Water Resources Control Board to take specific action by May 25, 2022, see sections numbered 1 through 4 which will directly impact the District. Also, I am providing the Board two other documents – Chapter 8 Water Shortage Contingency Plan (Exhibit B) and Resolution 219-R (Exhibit C), these two documents call out what the District is required to do whenever there is a perceived or state mandated directive to curtail water usage. At the meeting on April 6, 2022, I will go over all documents to discuss with the Board what steps the District should plan to take moving forward.



**EXHIBIT A**

EXECUTIVE DEPARTMENT  
STATE OF CALIFORNIA

EXECUTIVE ORDER N-7-22

**WHEREAS** on April 12, 2021, May 10, 2021, July 8, 2021, and October 19, 2021, I proclaimed states of emergency that continue today and exist across all the counties of California, due to extreme and expanding drought conditions; and

**WHEREAS** climate change continues to intensify the impacts of droughts on our communities, environment, and economy, and California is in a third consecutive year of dry conditions, resulting in continuing drought in all parts of the State; and

**WHEREAS** the 21st century to date has been characterized by record warmth and predominantly dry conditions, and the 2021 meteorological summer in California and the rest of the western United States was the hottest on record; and

**WHEREAS** since my October 19, 2021 Proclamation, early rains in October and December 2021 gave way to the driest January and February in recorded history for the watersheds that provide much of California's water supply; and

**WHEREAS** the ongoing drought will have significant, immediate impacts on communities with vulnerable water supplies, farms that rely on irrigation to grow food and fiber, and fish and wildlife that rely on stream flows and cool water; and

**WHEREAS** the two largest reservoirs of the Central Valley Project, which supplies water to farms and communities in the Central Valley and the Santa Clara Valley and provides critical cold-water habitat for salmon and other anadromous fish, have water storage levels that are approximately 1.1 million acre-feet below last year's low levels on this date; and

**WHEREAS** the record-breaking dry period in January and February and the absence of significant rains in March have required the Department of Water Resources to reduce anticipated deliveries from the State Water Project to 5 percent of requested supplies; and

**WHEREAS** delivery of water by bottle or truck is necessary to protect human safety and public health in those places where water supplies are disrupted; and

**WHEREAS** groundwater use accounts for 41 percent of the State's total water supply on an average annual basis but as much as 58 percent in a critically dry year, and approximately 85 percent of public water systems rely on groundwater as their primary supply; and

**WHEREAS** coordination between local entities that approve permits for new groundwater wells and local groundwater sustainability agencies is important to achieving sustainable levels of groundwater in critically overdrafted basins; and

**WHEREAS** the duration of the drought, especially following a multiyear drought that abated only five years ago, underscores the need for California to redouble near-, medium-, and long-term efforts to adapt its water management and delivery systems to a changing climate, shifting precipitation patterns, and water scarcity; and

**WHEREAS** the most consequential, immediate action Californians can take to extend available supplies is to voluntarily reduce their water use by 15 percent from their 2020 levels by implementing the commonsense measures identified in operative paragraph 1 of Executive Order N-10-21 (July 8, 2021); and

**WHEREAS** to protect public health and safety, it is critical the State take certain immediate actions without undue delay to prepare for and mitigate the effects of the drought conditions, and under Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this Proclamation would prevent, hinder, or delay the mitigation of the effects of the drought conditions.

**NOW, THEREFORE, I, GAVIN NEWSOM**, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code sections 8567, 8571, and 8627, do hereby issue the following Order to become effective immediately:

**IT IS HEREBY ORDERED THAT:**

1. The orders and provisions contained in my April 21, 2021, May 10, 2021, July 8, 2021, and October 19, 2021 Proclamations remain in full force and effect, except as modified by those Proclamations and herein. State agencies shall continue to implement all directions from those Proclamations and accelerate implementation where feasible.
2. To help the State achieve its conservation goals and ensure sufficient water for essential indoor and outdoor use, I call on all Californians to strive to limit summertime water use and to use water more efficiently indoors and out. The statewide Save Our Water conservation campaign at [SaveOurWater.com](http://SaveOurWater.com) provides simple ways for Californians to reduce water use in their everyday lives. Furthermore, I encourage Californians to understand and track the amount of water they use and measure their progress toward their conservation goals.
3. By May 25, 2022, the State Water Resources Control Board (Water Board) shall consider adopting emergency regulations that include all of the following:
  - a. A requirement that each urban water supplier, as defined in section 10617 of the Water Code, shall submit to the Department of Water Resources a preliminary annual water supply and demand assessment consistent with section 10632.1 of the Water Code no later than June 1, 2022, and submit a final annual water

supply and demand assessment to the Department of Water Resources no later than the deadline set by section 10632.1 of the Water Code;

- b. A requirement that each urban water supplier that has submitted a water shortage contingency plan to the Department of Water Resources implement, at a minimum, the shortage response actions adopted under section 10632 of the Water Code for a shortage level of up to twenty percent (Level 2), by a date to be set by the Water Board; and
- c. A requirement that each urban water supplier that has not submitted a water shortage contingency plan to the Department of Water Resources implement, at a minimum, shortage response actions established by the Water Board, which shall take into consideration model actions that the Department of Water Resources shall develop for urban water supplier water shortage contingency planning for Level 2, by a date to be set by the Water Board.

To further conserve water and improve drought resiliency if the drought lasts beyond this year, I encourage urban water suppliers to conserve more than required by the emergency regulations described in this paragraph and to voluntarily activate more stringent local requirements based on a shortage level of up to thirty percent (Level 3).

4. To promote water conservation, the Department of Water Resources shall consult with leaders in the commercial, industrial, and institutional sectors to develop strategies for improving water conservation, including direct technical assistance, financial assistance, and other approaches. By May 25, 2022, the Water Board shall consider adopting emergency regulations defining "non-functional turf" (that is, a definition of turf that is ornamental and not otherwise used for human recreation purposes such as school fields, sports fields, and parks) and banning irrigation of non-functional turf in the commercial, industrial, and institutional sectors except as it may be required to ensure the health of trees and other perennial non-turf plantings.
5. In order to maximize the efficient use of water and to preserve water supplies critical to human health and safety and the environment, Public Resources Code, Division 13 (commencing with section 21000) and regulations adopted pursuant to that Division are hereby suspended, with respect to the directives in paragraphs 3 and 4 of this Order and any other projects and activities for the purpose of water conservation to the extent necessary to address the impacts of the drought, and any permits necessary to carry out such projects or activities. Entities that desire to conduct activities under this suspension, other than the directives in paragraphs 3 and 4 of this Order, shall first request that the Secretary of the Natural Resources Agency make a determination that the proposed activities are eligible to be conducted under this suspension. The Secretary shall use sound discretion in applying this Executive Order to ensure that the suspension serves the purpose of accelerating conservation projects that are necessary to address impacts of the drought, while at the same time

protecting public health and the environment. The entities implementing these directives or conducting activities under this suspension shall maintain on their websites a list of all activities or approvals for which these provisions are suspended.

6. To support voluntary approaches to improve fish habitat that would require change petitions under Water Code section 1707 and either Water Code sections 1425 through 1432 or Water Code sections 1725 through 1732, and where the primary purpose is to improve conditions for fish, the Water Board shall expeditiously consider petitions that add a fish and wildlife beneficial use or point of diversion and place of storage to improve conditions for anadromous fish. California Code of Regulations, title 23, section 1064, subdivisions (a)(1)(A)(i)-(ii) are suspended with respect to any petition that is subject to this paragraph.
7. To facilitate the hauling of water for domestic use by local communities and domestic water users threatened with the loss of water supply or degraded water quality resulting from drought, any ordinance, regulation, prohibition, policy, or requirement of any kind adopted by a public agency that prohibits the hauling of water out of the water's basin of origin or a public agency's jurisdiction is hereby suspended. The suspension authorized pursuant to this paragraph shall be limited to the hauling of water by truck or bottle to be used for human consumption, cooking, or sanitation in communities or residences threatened with the loss of affordable safe drinking water. Nothing in this paragraph limits any public health or safety requirement to ensure the safety of hauled water.
8. The Water Board shall expand inspections to determine whether illegal diversions or wasteful or unreasonable use of water are occurring and bring enforcement actions against illegal diverters and those engaging in the wasteful and unreasonable use of water. When access is not granted by a property owner, the Water Board may obtain an inspection warrant pursuant to the procedures set forth in Title 13 (commencing with section 1822.50) of Part 3 of the Code of Civil Procedure for the purposes of conducting an inspection pursuant to this directive.
9. To protect health, safety, and the environment during this drought emergency, a county, city, or other public agency shall not:
  - a. Approve a permit for a new groundwater well or for alteration of an existing well in a basin subject to the Sustainable Groundwater Management Act and classified as medium- or high-priority without first obtaining written verification from a Groundwater Sustainability Agency managing the basin or area of the basin where the well is proposed to be located that groundwater extraction by the proposed well would not be inconsistent with any sustainable groundwater management program established in any applicable Groundwater Sustainability Plan adopted by that Groundwater Sustainability

Agency and would not decrease the likelihood of achieving a sustainability goal for the basin covered by such a plan; or

- b. Issue a permit for a new groundwater well or for alteration of an existing well without first determining that extraction of groundwater from the proposed well is (1) not likely to interfere with the production and functioning of existing nearby wells, and (2) not likely to cause subsidence that would adversely impact or damage nearby infrastructure.

This paragraph shall not apply to permits for wells that will provide less than two acre-feet per year of groundwater for individual domestic users, or that will exclusively provide groundwater to public water supply systems as defined in section 116275 of the Health and Safety Code.

10. To address household or small community drinking water shortages dependent upon groundwater wells that have failed due to drought conditions, the Department of Water Resources shall work with other state agencies to investigate expedited regulatory pathways to modify, repair, or reconstruct failed household or small community or public supply wells, while recognizing the need to ensure the sustainability of such wells as provided for in paragraph 9.
11. State agencies shall collaborate with tribes and federal, regional, and local agencies on actions related to promoting groundwater recharge and increasing storage.
12. To help advance groundwater recharge projects, and to demonstrate the feasibility of projects that can use available high water flows to recharge local groundwater while minimizing flood risks, the Water Board and Regional Water Quality Control Boards shall prioritize water right permits, water quality certifications, waste discharge requirements, and conditional waivers of waste discharge requirements to accelerate approvals for projects that enhance the ability of a local or state agency to capture high precipitation events for local storage or recharge, consistent with water right priorities and protections for fish and wildlife. For the purposes of carrying out this paragraph, Division 13 (commencing with section 21000) of the Public Resources Code and regulations adopted pursuant to that Division, and Chapter 3 (commencing with section 85225) of Part 3 of Division 35 of the Water Code and regulations adopted pursuant thereto are hereby suspended to the extent necessary to address the impacts of the drought. This suspension applies to (a) any actions taken by state agencies, (b) any actions taken by local agencies where the state agency with primary responsibility for the implementation of the directives concurs that local action is required, and (c) permits necessary to carry out actions under (a) or (b). The entities implementing these directives shall maintain on their websites a list of all activities or approvals for which these provisions are suspended.
13. With respect to recharge projects under either Flood-Managed Aquifer Recharge or the Department of Water Resources Sustainable

Groundwater Management Grant Program occurring on open and working lands to replenish and store water in groundwater basins that will help mitigate groundwater conditions impacted by drought, for any (a) actions taken by state agencies, (b) actions taken by a local agency where the Department of Water Resources concurs that local action is required, and (c) permits necessary to carry out actions under (a) or (b), Public Resources Code, Division 13 (commencing with section 21000) and regulations adopted pursuant to that Division are hereby suspended to the extent necessary to address the impacts of the drought. The entities implementing these directives shall maintain on their websites a list of all activities or approvals for which these provisions are suspended.

14. To increase resilience of state water supplies during prolonged drought conditions, the Department of Water Resources shall prepare for the potential creation and implementation of a multi-year transfer program pilot project for the purpose of acquiring water from willing partners and storing and conveying water to areas of need.
15. By April 15, 2022, state agencies shall submit to the Department of Finance for my consideration proposals to mitigate the worsening effects of severe drought, including emergency assistance to communities and households and others facing water shortages as a result of the drought, facilitation of groundwater recharge and wastewater recycling, improvements in water use efficiency, protection of fish and wildlife, mitigation of drought-related economic or water-supply disruption, and other potential investments to support short- and long-term drought response.

**IT IS FURTHER ORDERED** that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 28th day of March 2022.

  
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GAVIN NEWSOM  
Governor of California

**ATTEST:**

\_\_\_\_\_  
SHIRLEY N. WEBER, PH.D.  
Secretary of State

**EXHIBIT B**





## CHAPTER 8

### **WATER SHORTAGE CONTINGENCY PLAN**

#### LAY DESCRIPTION – CHAPTER 8

#### **WATER SHORTAGE CONTINGENCY PLAN**

Chapter 8 (Water Shortage Contingency Plan) of the District's 2020 Plan discusses and provides the following:

- The District's Water Shortage Contingency Plan is a detailed approach which presents how the District intends to act, or respond, in the case of an actual water shortage contingency.
- Preparation of the District's "Annual Water Supply and Demand Assessment" (or Annual Assessment) is discussed. Commencing July 1, 2022, the District is required to submit the Annual Assessment. The Annual Assessment will include a review of the District's "unconstrained" water demands for the current year and for a potential upcoming single dry year. Unconstrained water demands represent the District's water demands prior to any "response actions" the District may invoke pursuant to the District's Water Shortage Contingency Plan.
- The District will manage water supplies to minimize the adverse impacts of water shortages. The District's plan for water usage during periods of shortage is designed to incorporate six standard water shortage levels corresponding to progressive ranges from up to a 10, 20, 30, 40, and 50 percent shortage, and greater than a 50 percent shortage.
- For each declared water supply shortage level, customers will be required to reduce their consumption by the percentage specified in the corresponding water supply shortage level.



- For each declared water supply shortage level, the District has established response actions to reduce demand on water supplies and to reduce any shortage gaps in water supplies. These demand reduction actions include irrigation and other outdoor use restrictions, and other water use prohibitions.
- The operational changes the District will consider in addressing water shortages on a short-term basis are discussed and include improved monitoring, analysis, and tracking of customer water usage to enforce demand reduction measures.
- The District's Emergency Response Plan is summarized. The Emergency Response Plan provides the management, procedures, and designated actions the District and its employees will implement during emergency situations (including catastrophic water shortages) resulting from natural disasters, system failures, and other unforeseen circumstances.
- The preparation of the District's seismic risk assessment and mitigation plan is discussed. The locations of earthquake faults in the vicinity of the District's water service area are provided.
- The effectiveness of the shortage response actions for each of the District's standard water shortage levels is presented. The District has been able to provide sufficient water supplies to its customers, including during long-term droughts and years with historically high water demands.
- The communication protocols implemented by the District when it declares any water shortage level are presented.
- The compliance and enforcement procedures associated with District's standard water shortage levels are presented.
- The legal authorities associated with District's standard water shortage levels are presented.
- The financial consequences associated with District's standard water shortage levels are presented.
- The District will evaluate the need for revising the Water Shortage Contingency Plan in order to resolve any water shortage gaps, as necessary. The steps



necessary for the District to adopt and amend its Water Shortage Contingency Plan are presented.

The following Water Shortage Contingency Plan includes references to Chapters and Sections from Pico Water District's 2020 Urban Water Management Plan:

## 8.1 WATER SUPPLY RELIABILITY ANALYSIS

### CWC 10632.

*(a)(1) The analysis of water supply reliability conducted pursuant to Section 10635.*

The District's sources of supply were discussed in Section 6.2 of the 2020 UWMP and consist of groundwater from the Central Basin. In addition, the District provides recycled water purchased through CBMWD for irrigation instead of potable supplies. Recycled water is locally generated and is not impacted by drought conditions. The reliability of the various sources of supply are discussed in Chapter 7 of this UWMP.

## 8.2 ANNUAL WATER SUPPLY AND DEMAND ASSESSMENT PROCEDURES

### CWC 10632.

*(a)(2) The procedures used in conducting an annual water supply and demand assessment that include, at a minimum, both of the following:*

*(A) The written decision-making process that an urban water supplier will use each year to determine its water supply reliability.*

*(B) The key data inputs and assessment methodology used to evaluate the urban water supplier's water supply reliability for the current year and one dry year, including all of the following:*

*(i) Current year unconstrained demand, considering weather, growth, and other influencing factors, such as policies to manage current supplies to meet demand objectives in future years, as applicable.*



*(ii) Current year available supply, considering hydrological and regulatory conditions in the current year and one dry year. The annual supply and demand assessment may consider more than one dry year solely at the discretion of the urban water supplier.*

*(iii) Existing infrastructure capabilities and plausible constraints.*

*(iv) A defined set of locally applicable evaluation criteria that are consistently relied upon for each annual water supply and demand assessment.*

*(v) A description and quantification of each source of water supply.*

### **CWC 10632.1.**

*An urban water supplier shall conduct an annual water supply and demand assessment pursuant to subdivision (a) of Section 10632 and, on or before July 1 of each year, submit an annual water shortage assessment report to the department with information for anticipated shortage, triggered shortage response actions, compliance and enforcement actions, and communication actions consistent with the supplier's water shortage contingency plan. An urban water supplier that relies on imported water from the State Water Project or the Bureau of Reclamation shall submit its annual water supply and demand assessment within 14 days of receiving its final allocations, or by July 1 of each year, whichever is later.*

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Commencing July 1, 2022, the District is required to submit an “Annual Water Supply and Demand Assessment” (Annual Assessment) in accordance with DWR's guidance and requirements. The Annual Assessment will include a review of the District's unconstrained water demands (i.e. water demands prior to any projected response actions the District may trigger under this Water Shortage Contingency Plan) for the current year and the upcoming (potential single dry) year. The District will also include information regarding anticipated shortages, triggered shortage response actions, compliance and enforcement actions, and communication actions consistent with the District's Water Shortage Contingency Plan.

For each Annual Assessment, the District plans to prepare a preliminary assessment which evaluates the adequacy of its water supplies for the current and upcoming years by April of each year. The preliminary assessment will include a review of water supplies for at least a single dry year.



The components of Annual Assessment consist of the following:

- A written decision-making process
- Key data inputs and assessment methodology

### **8.2.1 DECISION MAKING PROCESS**

The District produces groundwater from the Central Basin as its primary source of water supply and that basin is managed on a fiscal year basis. Consequently, during the third quarter of each fiscal year the District will review its water demands from the initial six months along with the current groundwater basin conditions and local hydrology. This information will be used to help develop the Annual Assessment. A draft of the Annual Assessment will be circulated internally within the District for peer review and comment. Based on comments received, a redraft will be prepared and provided to the General Manager for final review in the Spring of each year. Subsequently, a final draft of the Annual Assessment will be provided to the District's Board of Directors for review and included in the agenda as part of a Board meeting such that it can be approved and any recommended specific shortage response actions may be enacted. The final Annual Assessment will be provided to DWR no later than July 1 of each year.

The Annual Assessments will be instrumental in providing guidance to the District for decisions regarding potential declarations of a water supply shortage and implementation of water reduction stages, instituting mandatory water restrictions, promoting water use efficiency and conservation programs, water rates and drought rate surcharges, and the necessity of pursuing alternative water supplies. This process will help ensure adequate water supplies resources are available to the District.



## 8.2.2 DATA METHODOLOGIES

The key data inputs and methodologies which will be evaluated by the District during the preparation of the preliminary assessment will include the following:

- 1) Evaluation Criteria: The locally applicable evaluation criteria used to prepare the Annual Assessment will be identified. The evaluation criteria will include, but is not limited to, an analysis of current local hydrology (including rainfall and groundwater levels), current water demands, a review of water system improvement plans which may impact infrastructure availability, and water quality regulations which may impact groundwater availability.
- 2) Water Supply: A description of each available water supply source will be provided. The descriptions will include a quantification of each available water supply source and will be based on review of current production capacities, historical production, Urban Water Management Plans, and prior water supply studies (including Water Supply Assessments and/or Master Plans).
- 3) Unconstrained Water Demand: The potential unconstrained water demands during the current year and the upcoming (potential single dry) year will be reviewed. The review will include factors such as weather, existing and projected land uses and populations, actual customer consumption and water use factors, monthly Urban Water Supplier Monthly Reports, existing water shortage levels (see Section 8.3), and existing water conservation ordinances (see Section 9.2.1).
- 4) Planned Water Use for Current Year Considering Dry Subsequent Year: The water supplies available to meet the demands during the current year and the upcoming (potential single dry) year will be considered and identified by each type of supply. The evaluation will include factors such as estimated water demands, weather, groundwater basin operating conditions, water quality results, existing available



pumping capacities, imported water allocations, contractual obligations, regulatory issues, use of emergency interconnections, and the costs associated with producing each water supply source.

- 5) Infrastructure Considerations: The capabilities of the water distribution system infrastructure to meet the water demands during the current year and the upcoming (potential single dry) year will be considered. Available production capacities (e.g. groundwater well capacities) and distribution system water losses (see Section 4.2.4) will be reviewed. In addition, capital improvement and replacement projects, as well as potential projects which may increase water system and production capacities (see Section 6.2.8), will be considered.
- 6) Other Factors: Additional local considerations, if any, which can affect the availability of water supplies will be described.

### 8.3 SIX STANDARD WATER SHORTAGE LEVELS

#### CWC 10632.

*(a)(3)(A) Six standard water shortage levels corresponding to progressive ranges of up to 10, 20, 30, 40, and 50 percent shortages and greater than 50 percent shortage. Urban water suppliers shall define these shortage levels based on the suppliers' water supply conditions, including percentage reductions in water supply, changes in groundwater levels, changes in surface elevation or level of subsidence, or other changes in hydrological or other local conditions indicative of the water supply available for use. Shortage levels shall also apply to catastrophic interruption of water supplies, including, but not limited to, a regional power outage, an earthquake, and other potential emergency events.*

*(B) An urban water supplier with an existing water shortage contingency plan that uses different water shortage levels may comply with the requirement in subparagraph (A) by developing and including a cross-reference relating its existing categories to the six standard water shortage levels.*



The District will manage water supplies prudently to minimize the adverse impacts of water shortages. The District’s plan for water usage during periods of shortage is designed to incorporate six standard water shortage levels corresponding to progressive ranges from up to 10, 20, 30, 40, and 50 percent shortages and greater than a 50 percent shortage.

The District’s Ordinance No. 62 (“An Ordinance of Pico Water District to Establish Water Use Efficiency Requirements and Water Supply Shortage Levels”), adopted in 2015, previously established four (4) water shortage levels. A copy of Ordinance No. 62 is provided in Appendix J. In accordance with the California Water Code in which urban water suppliers are required to define six standard water shortage level, the District has developed the crosswalk illustrated below that translated the District’s previously established shortage levels to the mandated standard shortage levels.

Corresponding Relationships Between Supplier’s 2015 Shortage Levels and the 2020 WSCP Mandated Shortage Levels

Established Level	Supply Condition/Shortage	2020 Standard Level	Shortage Level
1	10% - 15%	1	≤ to 10%
2	15% - 25%	2	10 to 20%
3	25% - 35%	3	20 to 30%
4	35% - 50%	4	30 to 40 %
		5	40 to 50 %
		6	> 50 %

Table 8-1 provides a description of the stages of action which may be triggered by a shortage in the District’s water supply source, depending on the severity of the shortage and its anticipated duration.





Table 8-1 Water Shortage Contingency Planning Levels

Submittal Table 8-1 Water Shortage Contingency Plan Levels		
Shortage Level	Percent Shortage Range	Shortage Response Actions (Narrative description)
1	Up to 10%	<p>Upon the declaration by the District's Board of Directors of a Level 1 Water Supply Shortage condition, the District will implement the mandatory Level 1 conservation measures identified in this section.</p> <p>1.Limits on Watering Hours: During times of water shortage (as declared by the Board), watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of 10:00 a.m and 4:00 p.m.</p> <p>2.Obligation to Fix Leaks, Breaks or Malfunctions: All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with five (5) days after written notification by the District unless other arrangements are made with the District.</p>
2	Up to 20%	<p>Upon the declaration by the District's Board of Directors of a Level 2 Water Supply Shortage condition, the District will implement the mandatory Level 2 conservation measures identified in this section.</p> <p>1. Limits on Watering Days: Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three (3) days per week. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than two (2) days per week on a schedule established and posted by the District.</p> <p>2. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with seventy-two (72) hours of notification by the District unless other arrangements are made with the District.</p> <p>3. Other Prohibited Uses. The District may implement other prohibited water uses as determined by the District's Board of Directors, after written notice is provided to District customers.</p>
3	Up to 30%	<p>Upon the declaration by the District's Board of Directors of a Level 3 Water Supply Shortage condition, the District will implement the mandatory Level 3 conservation measures identified in this section.</p> <p>1.Additional Water Conservation Measures. In addition to the prohibited uses of water identified in Water Shortage Level 2, the following water conservation requirements apply during a declared Level 3 Water Supply Shortage.</p> <p>2.Watering Days: Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to two (2) days per week on a schedule established and posted by the District. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than one (1) days per week on a schedule established and posted by the District.</p> <p>3. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with forty-eight (48) hours of notification by the District unless other arrangements are made with the District.</p> <p>4. Limits on Filling Ornamental Lakes or Ponds. Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life.</p>



4	Up to 40%	<p>Upon the declaration of a Level 4 Water Supply Shortage condition, the District will implement the mandatory Level 4 conservation measures identified in this section.</p> <ol style="list-style-type: none"> <li>1. Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited</li> <li>2. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with twenty-four (24) hours of notification by the District.</li> <li>3. No New Potable Water Service</li> <li>4. The District, in its sole discretion, may discontinue service to consumers who willfully violate provisions.</li> </ol>
5	Up to 50%	<p>A Level 5 condition exists when the District's Board of Directors declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to ensure sufficient supplies will be available to meet anticipated demands. Upon the declaration of a Level 5 Water Supply Shortage condition, the District will implement the mandatory conservation measures identified in Water Shortage Level 4.</p>
6	>50%	<p>A Level 6 condition exists when the District's Board of Directors declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to ensure sufficient supplies will be available to meet anticipated demands. Upon the declaration of a Level 6 Water Supply Shortage condition, the District will implement the mandatory conservation measures identified in Water Shortage Level 4.</p>
NOTES:		

## 8.4 SHORTAGE RESPONSE ACTIONS

### CWC 10632

*(a)(4) Shortage response actions that align with the defined shortage levels and include, at a minimum, all of the following:*

*(A) Locally appropriate supply augmentation actions.*

*(B) Locally appropriate demand reduction actions to adequately respond to shortages.*

*(C) Locally appropriate operational changes.*

*(D) Additional, mandatory prohibitions against specific water use practices that are in addition to state-mandated prohibitions and appropriate to the local conditions.*

*(E) For each action, an estimate of the extent to which the gap between supplies and demand will be reduced by implementation of the action.*



### 8.4.1 DEMAND REDUCTION

A full listing of the restrictions/prohibitions associated with each shortage level is provided below.

#### Water Shortage Level 1

A Level 1 Water Supply Shortage exists when the District through its Board of Directors determines, that due to drought, a water supply shortage or a threatened water shortage exists and customer use reductions are necessary to comply with state requirements and to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the District's Board of Directors of a Level 1 Water Supply Shortage condition, the District will implement the mandatory Level 1 conservation measures identified in this section.

- A. Additional Water Conservation Measures. In addition to the existing prohibited uses of water identified in Water Use Efficiency Requirements & Prohibition Against Waste in District Ordinance No. 62, the following water conservation requirements apply during a declared Level 1 Water Supply Shortage.
- B. Limits on Watering Hours: During times of water shortage (as declared by the Board), watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of 10:00 a.m. and 4:00 p.m. Pacific Standard Time or Pacific Daylight Time, as applicable, on any day, except for very short periods of time for the express purpose of adjusting or repairing an irrigation system.
- C. Obligation to Fix Leaks, Breaks or Malfunctions: All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with five (5) days after written notification by the District unless other arrangements are made with the District.



Water Shortage Level 2

A Level 2 Water Supply Shortage exists when the District through its Board of Directors determines, that due to drought, a water supply shortage or a threatened water shortage exists and customer use reductions are necessary to comply with state requirements and to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the District's Board of Directors of a Level 2 Water Supply Shortage condition, the District will implement the mandatory Level 2 conservation measures identified in this section.

- A. Additional Water Conservation Measures. In addition to the prohibited uses of water identified in Water Use Efficiency Requirements & Prohibition Against Waste in District Ordinance No. 62, and Water Shortage Level 1, the following water conservation requirements apply during a declared Level 2 Water Supply Shortage.
- B. Limits on Watering Days: Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three (3) days per week. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than two (2) days per week on a schedule established and posted by the District. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hours. This provision also does not apply to watering or irrigating for very short periods of time for express purpose of adjusting or repairing an irrigation system.
- C. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with seventy-two (72) hours of notification by the District unless other arrangements are made with the District.
- D. Other Prohibited Uses. The District may implement other prohibited water uses as determined by the District's Board of Directors, after written notice is provided to District customers.



### Water Shortage Level 3

A Level 3 Water Supply Shortage exists when the District through its Board of Directors determines, that due to drought, a water supply shortage or a threatened water shortage exists and customer use reductions are necessary to comply with state requirements and to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the District's Board of Directors of a Level 3 Water Supply Shortage condition, the District will implement the mandatory Level 3 conservation measures identified in this section.

- A. **Additional Water Conservation Measures.** In addition to the prohibited uses of water identified in Water Use Efficiency Requirements & Prohibition Against Waste in District Ordinance No. 62 and Water Shortage Levels 1 and 2, the following water conservation requirements apply during a declared Level 3 Water Supply Shortage.
- B. **Watering Days:** Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to two (2) days per week on a schedule established and posted by the District. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than one (1) days per week on a schedule established and posted by the District. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hours. This provision also does not apply to watering or irrigating for very short periods of time for express purpose of adjusting or repairing an irrigation system.
- C. **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with forty-eight (48) hours of notification by the District unless other arrangements are made with the District.



- D. Limits on Filling Ornamental Lakes or Ponds. Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life, provided that such animals are of significant value and have been actively managed within the water feature prior to the declaration of a supply shortage level under this ordinance.
- E. Limits on Filling Residential Swimming Pools & Spas: Re-filling of water constituting more than one foot of depth, and initial filling of, residential swimming pools or outdoor spas with potable water is prohibited.
- F. Other Prohibited Uses. The District may implement other prohibited water uses as determined by the District's Board of Directors, after written notice is provided to District customers.
- G. Mandatory Percentage Use Reductions. During a Level 3 Water Supply Shortage condition, all customers will be required to reduce water consumption by a percentage determined by the District's Board of Directors.

#### Water Shortage Level 4

- A. A Level 4 condition exists when the District's Board of Directors declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to ensure sufficient supplies will be available to meet anticipated demands. Upon the declaration of a Level 4 Water Supply Shortage condition, the District will implement the mandatory Level 4 conservation measures identified in this section.
- B. Additional Conservation Measures. In addition to the prohibited uses of water identified in District Ordinance No. 62, the following water conservation requirements apply during a declared Level 4 Water Supply Shortage.
- C. No Watering or Irrigating. Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited. This restriction shall not apply to the following categories of use unless the District's Board of Directors has determined that recycled water is available and may be lawfully applied to the use:



1. Maintenance of vegetation, including trees and shrubs, that are watered using a handheld bucket or similar container, hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or a very low-flow drip type irrigation system when no emitter produces more than two (2) gallons of water per hour subject to the hour restrictions in Shortage Level 1;
  2. Maintenance of existing landscape necessary for fire protection;
  3. Maintenance of existing landscape for soil erosion control;
  4. Maintenance of landscape within active public parks and playing fields, day care center, school grounds, cemeteries, and golf course greens, provided that such irrigation does not exceed two (2) days per week.
  5. Public works projects and actively irrigated environmental mitigation projects.
- D. **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with twenty-four (24) hours of notification by the District unless other arrangements are made with the District.
- E. **No New Potable Water Service.** Upon declaration of a Level 4 Water Supply Shortage condition, no new potable water service shall be provided, no new temporary meters or permanent meters shall be provided, and no statements of immediate ability to serve or provide potable water service (such as, will serve letters, certificates, or letters of availability) shall be issued, except under the following circumstances:
1. A valid, unexpired building permit has already been issued for the project;  
or
  2. The project is necessary to protect the public's health, safety and welfare;  
or
  3. The applicant provides substantial evidence of an enforceable commitment that water demands for the project will be offset prior to the provision of a new water meter(s) to the satisfaction of the District.



4. This provision does not preclude the resetting or turn-on of meters to provide continuation of water service or the restoration of service that has been interrupted for a period of one year or less.
- F. **Discontinue Service:** The District, in its sole discretion, may discontinue service to consumers who willfully violate provisions of this section.
- G. **Other Prohibited Uses.** The District may implement other prohibited water uses as determined by the District's Board of Directors, after written notice is provided to District customers.

#### Water Shortage Level 5

- A. A Level 5 condition exists when the District's Board of Directors declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to ensure sufficient supplies will be available to meet anticipated demands. Upon the declaration of a Level 5 Water Supply Shortage condition, the District will implement the mandatory Level 5 conservation measures identified in this section.
- B. **Additional Conservation Measures.** In addition to the prohibited uses of water identified in District Ordinance No. 62, the following water conservation requirements apply during a declared Level 5 Water Supply Shortage.
- C. **No Watering or Irrigating.** Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited. This restriction shall not apply to the following categories of use unless the District's Board of Directors has determined that recycled water is available and may be lawfully applied to the use:
  1. Maintenance of vegetation, including trees and shrubs, that are watered using a handheld bucket or similar container, hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or a very low-flow drip type irrigation system when no emitter produces more than two (2) gallons of water per hour subject to the hour restrictions in Shortage Level 1;
  2. Maintenance of existing landscape necessary for fire protection;
  3. Maintenance of existing landscape for soil erosion control;





4. Maintenance of landscape within active public parks and playing fields, day care center, school grounds, cemeteries, and golf course greens, provided that such irrigation does not exceed two (2) days per week.
  5. Public works projects and actively irrigated environmental mitigation projects.
- D. **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired with twenty-four (24) hours of notification by the District unless other arrangements are made with the District.
- E. **No New Potable Water Service.** Upon declaration of a Level 5 Water Supply Shortage condition, no new potable water service shall be provided, no new temporary meters or permanent meters shall be provided, and no statements of immediate ability to serve or provide potable water service (such as, will serve letters, certificates, or letters of availability) shall be issued, except under the following circumstances:
1. A valid, unexpired building permit has already been issued for the project;  
or
  2. The project is necessary to protect the public's health, safety and welfare;  
or
  3. The applicant provides substantial evidence of an enforceable commitment that water demands for the project will be offset prior to the provision of a new water meter(s) to the satisfaction of the District.
  4. This provision does not preclude the resetting or turn-on of meters to provide continuation of water service of the restoration of service that has been interrupted for a period of one year or less.
- F. **Discontinue Service:** The District, in its sole discretion, may discontinue service to consumers who willfully violate provisions of this section.
- G. **Other Prohibited Uses.** The District may implement other prohibited water uses as determined by the District's Board of Directors, after written notice is provided to District customers.



Water Shortage Level 6

- A. A Level 6 condition exists when the District's Board of Directors declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to ensure sufficient supplies will be available to meet anticipated demands. Upon the declaration of a Level 6 Water Supply Shortage condition, the District will implement the mandatory Level 6 conservation measures identified in this section.
- B. Additional Conservation Measures. In addition to the prohibited uses of water identified in District Ordinance No. 62, the following water conservation requirements apply during a declared Level 6 Water Supply Shortage.
- C. No Watering or Irrigating. Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited. This restriction shall not apply to the following categories of use unless the District's Board of Directors has determined that recycled water is available and may be lawfully applied to the use:
1. Maintenance of vegetation, including trees and shrubs, that are watered using a handheld bucket or similar container, hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or a very low-flow drip type irrigation system when no emitter produces more than two (2) gallons of water per hour subject to the hour restrictions in Shortage Level 1;
  2. Maintenance of existing landscape necessary for fire protection;
  3. Maintenance of existing landscape for soil erosion control;  
Maintenance of landscape within active public parks and playing fields, day care center, school grounds, cemeteries, and golf course greens, provided that such irrigation does not exceed two (2) days per week.
  4. Public works projects and actively irrigated environmental mitigation projects.
- D. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired



with twenty-four (24) hours of notification by the District unless other arrangements are made with the District.

E. **No New Potable Water Service.** Upon declaration of a Level 6 Water Supply Shortage condition, no new potable water service shall be provided, no new temporary meters or permanent meters shall be provided, and no statements of immediate ability to serve or provide potable water service (such as, will serve letters, certificates, or letters of availability) shall be issued, except under the following circumstances:

1. A valid, unexpired building permit has already been issued for the project;  
or
2. The project is necessary to protect the public's health, safety and welfare;  
or
3. The applicant provides substantial evidence of an enforceable commitment that water demands for the project will be offset prior to the provision of a new water meter(s) to the satisfaction of the District.
4. This provision does not preclude the resetting or turn-on of meters to provide continuation of water service or the restoration of service that has been interrupted for a period of one year or less.

F. **Discontinue Service:** The District, in its sole discretion, may discontinue service to consumers who willfully violate provisions of this section.

G. **Other Prohibited Uses.** The District may implement other prohibited water uses as determined by the District's Board of Directors, after written notice is provided to District customers.

#### **8.4.2 SUPPLY AUGMENTATION**

The District does not plan to add a new source of water supply to address customer demands, but instead will consider increased supplies from existing sources. Table 8-3 reflects this approach and does not identify any new supplies. Instead, the District will focus on demand reduction measures in the event existing sources of supply are not



sufficient to meet customer demands. As discussed in Chapter 6, the District's sources of water supply include groundwater produced from the Central Basin and recycled water supplies purchased from CBMWD. As noted in Section 8.2, beginning July 1, 2022, the District will prepare and submit an Annual Assessment which will include a review of water supplies available to meet water demands for the current and upcoming years. If the District is currently in, or considers entering into, one of the standard water shortage levels identified in Section 8.3, the District will consider the water supply (augmentation) actions described below.



**Table 8-2 Demand Reduction Actions**

Submittal Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions <i>Drop down list</i> <i>These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that apply.</i>	How much is this going to reduce the shortage gap? <i>Include units used (volume type or percentage)</i>	Additional Explanation or Reference <i>(optional)</i>	Penalty, Charge, or Other Enforcement? <i>For Retail Suppliers Only</i> <i>Drop Downs list</i>
<i>Add additional rows as needed</i>				
1	Landscape - Limit landscape irrigation to specific times	Collective reduction from all Shortage Level 1 actions is up to 184 AF	During times of water shortage watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of 10:00 a.m and 4:00 p.m. Pacific Standard Time	Yes
1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Collective reduction from all Shortage Level 1 actions is up to 184 AF		Yes
2	Other	Collective reduction from all Shortage Level 2 actions is up to 369 AF	All actions under Shortage Level 1	Yes
2	Landscape - Limit landscape irrigation to specific days	Collective reduction from all Shortage Level 2 actions is up to 369 AF	Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three (3) days per week.	Yes
2	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Collective reduction from all Shortage Level 2 actions is up to 369 AF		Yes
3	Other	Collective reduction from all Shortage Level 3 actions is up to 553 AF	All actions under Shortage Level 2	Yes
3	Landscape - Limit landscape irrigation to specific days	Collective reduction from all Shortage Level 3 actions is up to 553 AF		Yes
3	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Collective reduction from all Shortage Level 3 actions is up to 553 AF		Yes
3	Water Features - Restrict water use for decorative water features, such as fountains	Collective reduction from all Shortage Level 3 actions is up to 553 AF		Yes
3	Water Features - Restrict water use for decorative water features, such as fountains	Collective reduction from all Shortage Level 3 actions is up to 553 AF		Yes
4	Other	Collective reduction from all Shortage Level 4 actions is up to 737 AF	All actions under Shortage Level 3	Yes
4	Landscape - Prohibit all landscape irrigation	Collective reduction from all Shortage Level 4 actions is up to 737 AF		Yes
4	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Collective reduction from all Shortage Level 4 actions is up to 737 AF		Yes
4	Other	Collective reduction from all Shortage Level 4 actions is up to 737 AF	No New Potable Water Service	Yes
5	Other	Collective reduction from all Shortage Level 5 actions is up to 921 AF	All actions under Shortage Level 4	Yes
6	Other	Collective reduction from all Shortage Level 6 actions is greater than 921 AF	All actions under Shortage Level 5	Yes
NOTES:				



**Table 8-3 Supply Augmentation and Other Actions**

Submittal Table 8-3: Supply Augmentation and Other Actions			
Shortage Level	Supply Augmentation Methods and Other Actions by Water Supplier <i>Drop down list</i> <i>These are the only categories that will be accepted by the WUEdata online submittal tool</i>	How much is this going to reduce the shortage gap? <i>Include units used (volume type or percentage)</i>	Additional Explanation or Reference <i>(optional)</i>
<i>Add additional rows as needed</i>			
1	Transfers	Not applicable (see Notes)	
2	Transfers	Not applicable (see Notes)	
3	Transfers	Not applicable (see Notes)	
4	Transfers	Not applicable (see Notes)	
5	Transfers	Not applicable (see Notes)	
6	Transfers	Not applicable (see Notes)	

NOTES: The District will consider increased production from the Central Basin using existing facilities to address increased demands. As noted on Table 8-2, the District plans to implement demand reduction measures in the event water supplies from existing sources are not sufficient to meet anticipated demands.

**8.4.3 OPERATIONAL CHANGES**

During a water supply shortage situation, the District will manage its water supply resources to provide sufficient water supplies capable of meeting the demands of its customers. Section 8.4.1 describes the District’s standard water shortage levels and associated demand reduction measures. Section 8.4.2 describes the District’s water supply sources and water supply augmentation actions available. The supply augmentation actions and demand reduction measures, when implemented, may potentially result in short-term operational changes which are necessary to allow the District to utilize all available water supply sources in response to water shortage situations.

As noted in Section 8.2, beginning July 1, 2022, the District will prepare and submit an Annual Assessment which will include a review of the water supplies available to meet water demands for the current and upcoming years. Preparation of the Annual Assessment will assist the District in determining any potential operational changes. In addition, the District’s standard water shortage levels and the associated demand



reduction measures, in conjunction with the District's existing Demand Management Measures (discussed in Chapter 9), will be essential to the District in reducing water demands during any water shortage period. The operational changes the District will consider in addressing non-catastrophic water shortages on a short-term basis include the following:

- Improved monitoring, analysis, and tracking of customer water usage to enforce demand reduction measures
- Optimized production from existing available water supply sources
- Potential use of emergency supply sources, including emergency interconnections
- Potential blending of water supply resources
- Improved monitoring, maintenance, and repairs to reduce water distribution system losses

#### **8.4.4 ADDITIONAL MANDATORY RESTRICTIONS**

The mandatory restrictions which are implemented by the District to reduce customer demands are discussed in Section 8.4.1. There are no additional mandatory restrictions planned at this time.

#### **8.4.5 EMERGENCY RESPONSE PLAN**

Catastrophic water shortages are incorporated in the District's standard water shortage levels (identified in Section 8.3) and the associated demand reduction measures (described in Section 8.4.1). In addition to the water supply augmentation actions (Section 8.4.2) and potential operational changes (Section 8.4.3) which the District may consider in order to continue providing sufficient water supplies, the District will review and implement any necessary steps included in its "Emergency Response Plan".



As part of the “America’s Water Infrastructure Act of 2018”, community water systems serving a population greater than 3,300 people, including the District, are required to review and update their “Risk and Resilience Assessment” (RRA) and the associated “Emergency Response Plan” (ERP) every five (5) years. However, due to security concerns regarding the submitting of these reports, water systems are required to submit certifications to the United States Environment Protection Agency (USEPA), from March 31, 2020 and December 30, 2021, confirming the current RRA and ERP have been reviewed and updated.

The District’s RRA, prepared in 2021, evaluates the vulnerabilities, threats, and consequences from potential hazards to the District’s water system. The District prepared its RRA (which is incorporated by reference) by evaluating the following items:

- Natural hazards and malevolent acts (i.e., all hazards);
- Resilience of water facility infrastructure (including pipes, physical barriers, water sources and collection, treatment, storage and distribution facilities, and electronic, computer and other automated systems);
- Monitoring practices;
- Financial systems (e.g., billing systems);
- Chemical storage and handling; and
- Operation and maintenance.

The District’s RRA evaluated a series of potential malevolent acts, natural hazards, and other threats in order to estimate the potential “monetized risks” (i.e. associated economic consequences to both the water system and surrounding region, and the likelihood of occurrence) associated with the District’s water facility assets. The cost-effectiveness of implementing potential countermeasures to reduce risks was also reviewed.





The District's ERP, which is currently being prepared and will be completed in 2021, provides the management, procedures, and designated actions the District and its employees will implement during emergency situations (including catastrophic water shortages) resulting from natural disasters, system failures and other unforeseen circumstances. The District's ERP will provide the guidelines for evaluating an emergency situation, procedures for activating an emergency response, and details of the different response phases in order to ensure that customers receive a reliable and adequate supply of potable water. The scope of the ERP includes emergencies which directly affect the water system and the ability to maintain safe operations (such as a chlorine release, and earthquake or a threat of contamination). The ERP will also incorporate the results of District's RRA and includes the following:

- Strategies and resources to improve resilience, including physical and cybersecurity
- Plans and procedures for responding to a natural hazard or malevolent act
- Actions and equipment to lessen the impact of a natural hazard or malevolent act
- Strategies to detect natural hazards or malevolent act

The District will review the ERP for procedures regarding the utilization of alternative water supply sources in response to water supply shortages, including during the standard water shortage levels. The District will also review applicable procedures described in the ERP regarding any necessary temporary shutdown of water supply facilities, including appropriate regulatory and public notifications.

### **8.4.6 SEISMIC RISK ASSESSMENT AND MITIGATION PLAN**

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#### **CWC 10632.5.**

*(a) In addition to the requirements of paragraph (3) of subdivision (a) of Section 10632, beginning January 1, 2020, the plan shall include a seismic risk assessment and mitigation plan to assess the vulnerability of each of the various facilities of a water system and mitigate those vulnerabilities.*

**EXHIBIT C**



**RESOLUTION NO. 219-R**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE PICO WATER DISTRICT  
ADOPTING A WATER SHORTAGE CONTINGENCY  
PLAN (WSCP)**

**WHEREAS**, The California Urban Water Management Planning Act, (Wat. Code §10610, et seq. (the Act)), mandates that every urban supplier of water providing water to more than 3,000 customers or supplying more than 3,000-acre feet of water annually, prepare and adopt, in accordance with prescribed requirements, a Water Shortage Contingency Plan (WSCP) as part of its Urban Water Management Plan (Plan); and

**WHEREAS**, the Act specifies the requirements and procedures for adopting such WSCPs; and

**WHEREAS**, pursuant to recent amendments to the Act, urban water suppliers are required to adopt and electronically submit their WSCPs to the California Department of Water Resources (DWR) by July 1, 2021; and

**WHEREAS**, pursuant to the Act, "urban water supplier" means a supplier, either publicly or privately owned, providing water either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually. An urban water supplier includes a supplier or contractor for water, regardless of the basis of right, which distributes or sells for ultimate resale to customers; and

**WHEREAS**, PICO WATER DISTRICT meets the definition of an urban water supplier for purposes of the Act and is required to prepare and adopt a WSCP as part of its 2020 Plan; and

**WHEREAS**, PICO WATER DISTRICT has prepared a WSCP in accordance with the Act, and in accordance with applicable legal requirements, has undertaken certain coordination, notice, public involvement, public comment, and other procedures in relation to its WSCP; and

**WHEREAS**, in accordance with the Act, PICO WATER DISTRICT has prepared its WSCP with its own staff, with the assistance of consulting professionals, and in cooperation with other governmental agencies, and has utilized and relied upon industry standards and the expertise of industry professionals in preparing its WSCP, and has also utilized DWR's Urban Water Management Plan Guidebook 2020, including its related appendices, in preparing its WSCP; and

**WHEREAS**, in accordance with applicable law, including Water Code section 10642, and Government Code section 6066, a Notice of a Public Hearing regarding PICO WATER DISTRICT'S WSCP was published within the jurisdiction of PICO WATER DISTRICT on October 7, 2021 and October 13, 2021; and

**WHEREAS**, in accordance with applicable law, including but not limited to Water Code section 10642, a public hearing was held on October 20, 2021 at 6:00 p.m., or soon thereafter, through remote video conference via Zoom and/or teleconference at (669) 900 - 6833, Meeting ID 952 177 9948, Meeting Passcode 421745 in order to provide members of the public and other interested entities with the opportunity to be heard in connection with proposed adoption of the WSCP and issues related thereto; and

**WHEREAS**, the PICO WATER DISTRICT has reviewed and considered the purposes and requirements of the Act, the contents of the WSCP, and the documentation contained in the administrative record in support of the WSCP, and has determined that the factual analyses and conclusions set forth in the WSCP are legally sufficient;

**NOW THEREFORE BE IT RESOLVED**, the BOARD OF DIRECTORS of the PICO WATER DISTRICT hereby resolves as follows:

1. The Water Shortage Contingency Plan (WSCP) is hereby adopted and ordered filed with the Secretary of the BOARD OF DIRECTORS and shall be incorporated into PICO WATER DISTRICT'S 2020 Urban Water Management Plan (UWMP);

2. The GENERAL MANAGER is hereby authorized and directed, in accordance with Water Code sections 10621(d) and 10644(a)(1)-(2), to electronically submit a copy of the WSCP, as part of its 2020 UWMP, to DWR no later than October 31, 2021;

3. The GENERAL MANAGER is hereby authorized and directed, in accordance with Water Code section 10645, to make the WSCP available for public review at PICO WATER DISTRICT'S offices during normal business hours or on its website at [www.Picowaterdistrict.net](http://www.Picowaterdistrict.net) no later than thirty (30) days after filing a copy of the WSCP, as part of its 2020 UWMP, with DWR;

4. The GENERAL MANAGER is hereby authorized and directed to implement the WSCP in accordance with the Act and to provide recommendations to the BOARD OF DIRECTORS regarding the necessary budgets, procedures, rules, regulations, or further actions to carry out the effective and equitable implementation of the WSCP.

**PASSED AND ADOPTED** by the Board of Directors of Pico Water District this 20th day of October, 2021, by the following vote:

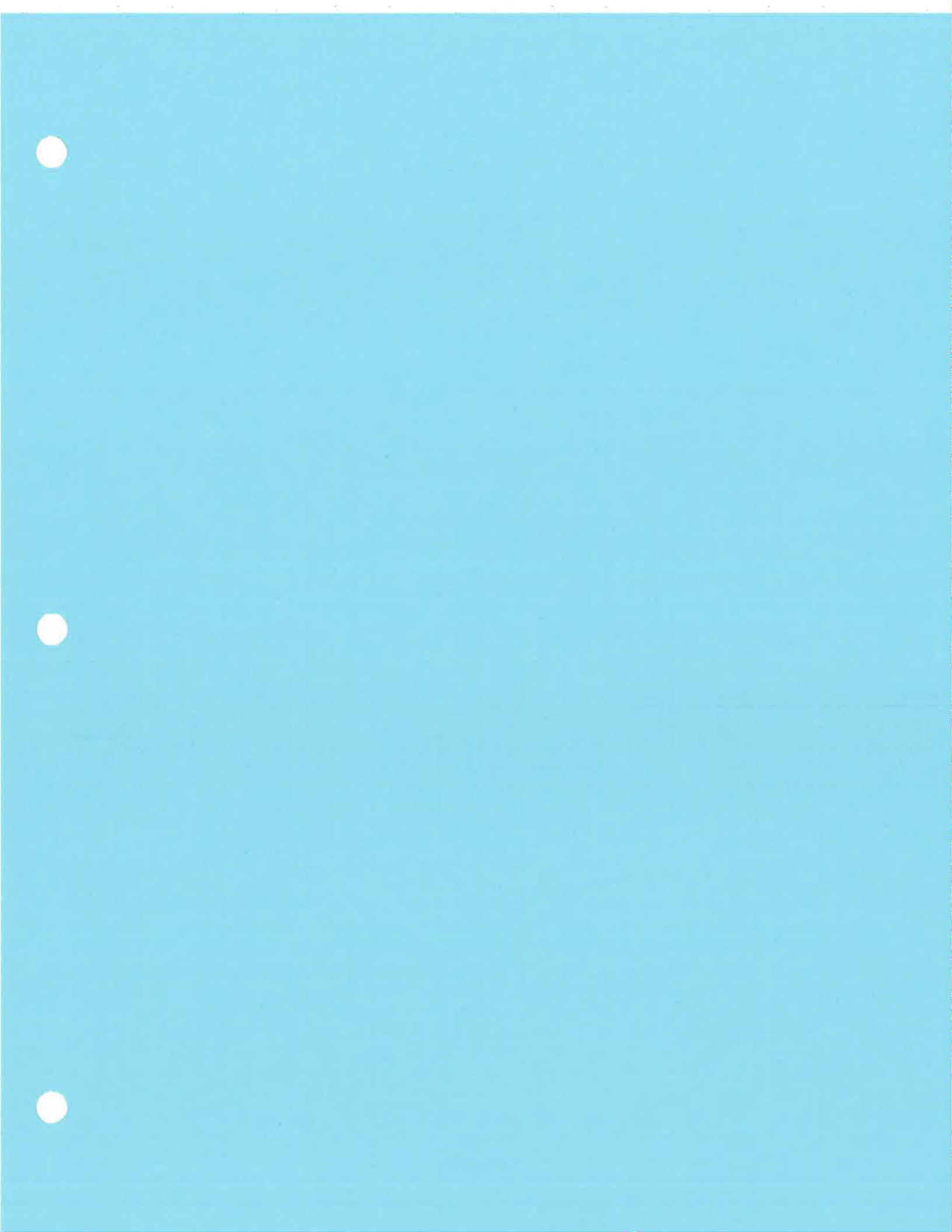
AYES: 5  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0



David R. Gonzales  
Board President

ATTEST:

  
\_\_\_\_\_  
Mark J. Grajeda, Board Secretary



**REGULAR MEETING OF THE BOARD OF DIRECTORS  
PICO WATER DISTRICT  
4843 S. Church Street  
Pico Rivera, California, 90660**

**5:30 P.M. Wednesday, April 6, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- D. Discuss Board Procedure to Review New General Manager Candidates.  
*Recommended action – to be discussed at the Board meeting.*

## ***STAFF REPORT***

**To:** Honorable Board of Directors  
**From:** Mark Grajeda, General Manager  
**Meeting Date:** April 6, 2022  
**Subject:** Action Item 7D – Discuss Board Procedure to Review New General Manager Candidates

### **Recommendation**

To be considered at the Board Meeting.

### **Fiscal Impact**

To Be considered.

### **Background**

On April 7, 2022, applications to be considered for the new general manager position are due. At this time, I believe it will be helpful for the Board to consider the process and procedure as to how they would like to consider and/or review all applicants. Therefore, at the meeting on April 6<sup>th</sup> we will be discussing the following:

#### Process to Review General Manager Job Applicants

Directors shall receive all of the following:

Copy of the Job Description;

Copy of the Job Flyer;

Copies of all job applicants;

Depending on the number of applicants, staff may rank applicants for the Board based on Job Description and Information provided by the applicant;

Decide on interview process, place and dates;



# **INFORMATIONAL ITEMS**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
PICO WATER DISTRICT  
4843 S. Church Street  
Pico Rivera, California, 90660**

**5:30 P.M. Wednesday, April 6, 2022**

**AGENDA**

**9. INFORMATIONAL ITEMS.**

- A. Article – As Western Drought Worsens, Governor Newsom Moves to Bolster Regional Conservation Efforts.

FOR IMMEDIATE RELEASE:

Monday, March 28, 2022

Governor's Press Office: (916) 445-4571

## **As Western Drought Worsens, Governor Newsom Moves to Bolster Regional Conservation Efforts**

*Executive order calls on local water suppliers to activate drought contingency plans*

*Governor orders Water Board to consider ban on watering of decorative grass around commercial, industrial and institutional buildings*

SACRAMENTO – Following the driest first three months of a year in the state's recorded history, Governor Gavin Newsom today took steps to drive water conservation at the local level, calling on local water suppliers to move to Level 2 of their Water Shortage Contingency Plans, which require locally-appropriate actions that will conserve water across all sectors, and directing the State Water Resources Control Board to consider a ban on the watering of decorative grass at businesses and institutions.

In an executive order signed today, the Governor ordered the State Water Resources Control Board (SWRCB) to evaluate the adoption of regulations banning irrigation of "non-functional" turf (or grass), such as decorative grass adjacent to large industrial and commercial buildings. The ban would not include residential lawns or grass used for recreation, such as school fields, sports fields and parks. The Department of Water Resources estimates this ban alone will result in potential water savings of several hundred thousand acre-feet. An acre-foot of water serves the needs of approximately three households for a year.

"While we have made historic investments to protect our communities, economy and ecosystems from the worsening drought across the West, it is

clear we need to do more,” said Governor Newsom. “Today, I am calling on local water agencies to implement more aggressive water conservation measures, including having the Water Board evaluate a ban on watering ornamental grass on commercial properties, which will drive water use savings at this critical time. Amid climate-driven extremes in weather, we must all continue to do our part and make water conservation a way of life.”

A copy of the executive order can be found [here](#).

As the drought persists into a third year and conditions worsen amidst dry, hot weather, today’s order called on the SWRCB to consider requiring urban water suppliers to activate, at a minimum, Level 2 of their customized Water Shortage Contingency Plans. These plans, required by state law, are developed by local water agencies to navigate drought and each plan is customized based on an agency’s unique infrastructure and management. Triggering Level 2 of these plans involves implementing water conservation actions to prepare for a water shortage level of up to 20 percent. For example, in many communities, this would mean reducing the number of days that residents can water outdoors, among other measures.

To further conserve water and strengthen drought resiliency in this critically dry year, the Governor is encouraging suppliers, where appropriate, to consider going above and beyond the Level 2 of their water shortage contingency plans, activating more ambitious measures. The Governor has also ordered state agencies to submit funding proposals to support the state’s short- and long-term drought response, including emergency assistance to communities and households facing drought-related water shortages, facilitating groundwater recharge and wastewater recycling, improvements in water use efficiency, protecting fish and wildlife, and minimizing drought-related economic disruption.

Today’s executive order includes several other provisions that will protect all water users:

- **Ensuring Vulnerable Communities Have Drinking Water**
  - Cuts red tape so communities that need access to emergency hauled or bottled water can get it immediately
- **Safeguarding Groundwater Supplies**

- Requires local permitting authorities to coordinate with Groundwater Sustainability Agencies to ensure new proposed wells do not compromise existing wells or infrastructure, as 85 percent of public water systems rely heavily on groundwater during drought
- Streamlines permitting for groundwater recharge projects that help to refill aquifers when rains come
- **Protecting Vulnerable Fish And Wildlife**
  - Expedites state agency approvals for necessary actions to protect fish and wildlife where drought conditions threaten their health and survival
- **Preventing Illegal Water Diversions**
  - Directs the Water Board to expand site inspections in order to determine whether illegal diversions are occurring

The Governor's California Comeback Plan invests \$5.2 billion over three years to support the immediate drought response and build water resilience, including funding to secure and expand water supplies; bolster drought contingency planning and multi-benefit land repurposing projects; support drinking water and wastewater infrastructure, with a focus on small and disadvantaged communities; advance Sustainable Groundwater Management Act implementation to improve water supply security and quality; and support wildlife and habitat restoration efforts, among other nature-based solutions.

Earlier this month, Governor Newsom advanced an additional [\\$22.5 million to bolster the state's drought response](#). Of this funding, \$8.25 million will be used to increase educational and outreach efforts, including through the [Save Our Water](#) campaign, which is providing Californians with water-saving tips via social media and other digital advertising. The Governor's California Blueprint proposal includes \$750 million in additional drought funding, \$250 million of which was set aside as a drought reserve to be allocated in the spring, based on conditions and need.

More information on the state's response to the drought and informational resources available to the public are available at <https://drought.ca.gov/>.

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