

Heber Public Utility District

Report to the Board of Directors

MEETING DATE: October 15, 2018

FROM: Laura Fischer, General Manager

SUBJECT: Adopt Resolution 2018-13 Authorizing the Submittal of a Grant Application to the State Water Resources Control Board for an Energy Audit and Authorizing the General Manager to Execute and Submit all Documents Related to the Grant.

ISSUE:

Shall the Heber Public Utility Board of Directors Adopt Resolution 2018-13 Authorizing the Submittal of a Grant Application to the State Water Resources Control Board for an Energy Audit and Authorizing the General Manager to Execute and Submit all Documents Related to the Grant?

GENERAL MANAGER RECOMMENDATION:

Adopt Resolution 2018-13.

FISCAL IMPACT:

The cost to have The Holt Group prepare the grant application is \$1,200, which will be split between water and sewer funds. The grant award is \$35,000.

DISCUSSION:

The purpose of the energy audit would be to identify the various critical processes at the water and wastewater plants that consume electrical energy and which could have cost saving measure installed. The energy audit must include an evaluation of the current energy use practices, an identification of sustainable alternatives; recommended actions; cost estimates; implementation schedule; and financing plan.

CONCLUSION:

Staff recommends Adoption of Resolution 2018-13 Authorizing the Submittal of a Grant Application to the State Water Resources Control Board for an Energy Audit and Authorizing the General Manager to Execute and Submit all Documents Related to the Grant.

ALTERNATIVES:

- 1) Do not adopt Resolution 2018-13 authorizing the Submittal of a Grant Application to the State Water Resources Control Board for an Energy Audit and Authorizing the General Manager to Execute and Submit all Documents Related to the Grant
- 2) Direct staff to make changed to the Resolution prior to adopting.
- 3) Provide alternate direction to staff.

Respectfully Submitted,

Laura Fischer, General Manager

Attachments: Resolution 2018-13
Staff Report from The Holt Group

RESOLUTION NO. 2018-13

**A RESOLUTION OF THE HEBER PUBLIC UTILITY DISTRICT
AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE STATE
WATER RESOURCES CONTROL BOARD FOR AN ENERGY AUDIT AND
AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND SUBMIT ALL
DOCUMENTS RELATED TO THE GRANT**

WHEREAS, the California State Water Resources Control Board makes funds available through the State Revolving Fund (SRF) for water and/or energy audits to encourage public agencies to take an independent look into their current practices, identify potentially inefficient water or energy use and follow up with a well thought out plan to improve consumption of these valuable resources; and

WHEREAS, the Heber Public Utility District endeavors to be a responsible environmental steward and to examine efficient processes in all its systems, including energy efficiency in the water and wastewater treatment facilities; and

WHEREAS, the grant program can fund 100% of the audit costs, up to a maximum of \$35,000 with no local match requirements.

NOW THEREFORE, BE IT RESOLVED by the Heber Public Utility District Board of Directors as follows:

1. The General Manager (the “Authorized Representative”) or designee is hereby authorized and directed to sign and file, for and on behalf of the Heber Public Utility District, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for a Water/Energy Audit of the Heber Public Utility District Water and Wastewater Treatment Plants (the “Audit”).
2. This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.
3. The Authorized Representative, or his/her designee, is designated to represent the Heber Public Utility District in carrying out Heber Public Utility District’s responsibilities under the financing agreement, including certifying disbursement requests on behalf of Heber Public Utility District and compliance with applicable state and federal laws.

PASSED, APPROVED AND ADOPTED by Board of Directors of the Heber Public Utility District on the 15th day of November 2018.

Martin Nolasco, Board President

ATTEST:

I, RAQUEL R. CARRILLO, Clerk of the Board of the Heber Public Utility District, in the County of Imperial, State of California, the undersigned, **HEREBY CERTIFY** that the foregoing Resolution Number 2018-13 was duly passed, approved and adopted by the Board of Directors of the Heber Public Utility District following a roll call vote at its regularly scheduled meeting held on the 15th day of November 2018.

Ayes:

Noes:

Absent:

Abstain:

By _____
Raquel R. Carrillo, Clerk of the Board

WATER OR ENERGY AUDIT FINANCIAL ASSISTANCE APPLICATION

I. APPLICANT INFORMATION			
Applicant (Entity) Name: Heber Public Utility District			
Entity Type: <input type="checkbox"/> Municipal <input type="checkbox"/> Intermunicipal <input type="checkbox"/> State <input type="checkbox"/> Interstate <input type="checkbox"/> District			
Charter City/County: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Street Address: 1078 Dogwood Road	City: Heber	State: CA	Zip Code: 92249
Mailing Address: 1078 Dogwood Road #103	City: Heber	State: CA	Zip Code: 92249
Congressional District(s): 51			
State Senate District(s): 40			
State Assembly District(s): 56			
County (or Counties): Imperial			
Regional Water Board: <input type="checkbox"/> 1 (North Coast) <input type="checkbox"/> 2 (San Francisco Bay) <input type="checkbox"/> 3 (Central Coast) <input type="checkbox"/> 4 (Los Angeles) <input type="checkbox"/> 5 (Central Valley) <input type="checkbox"/> 6 (Lahontan) <input type="checkbox"/> 7 (Colorado River) 8 (Santa Ana) <input type="checkbox"/> 9 (San Diego)			
Federal Tax ID No.: 95-6001552		Data Universal Numbering System (DUNS) No.: 022966592	
Authorized Representative Name, Title: Laura Fischer, General Manager			
Phone No.: (760) 482-2440		Email Address:	
General Contact Person Name: George Galvan			
Phone No.: (760) 337-3883		Email Address:	
II. AUDIT TYPE			
<input type="checkbox"/> Water <input type="checkbox"/> Energy <input type="checkbox"/> Both			
III. SERVICE AREA DEMOGRAPHICS			
Current Year Estimated Population Served:			
IV. REGULATORY INFORMATION			
NPDES Permit and/or WDR Order Number:			

State Use Only	
CWSRF Project #	
Project Manager	
Date Received	

V. COMPLIANCE WITH URBAN WATER MANAGEMENT AND WATER RIGHTS REQUIREMENTS

Are you an Urban Water Supplier*? Yes No

- If yes, have you submitted your 2015 Urban Water Management Plan to the Department of Water Resources?
 Yes No

*An Urban Water Supplier provides water for municipal purposes either directly or indirectly to more than 3,000 customers or supplies more than 3,000 acre-feet of water annually. The Urban Water Management Planning Act, Water Code Section 10608.56, requires every urban water supplier to comply with water conservation measures.

Is your entity a water diverter and subject to section 5103 of the Water Code? Yes No

VI. ATTACHMENTS

- 1 - Scope of Work, Budget and Schedule Checklist
- 2 - Certification of Compliance with Water Metering Form
- 3 - Authorizing Resolution/Ordinance

CERTIFICATION AND SIGNATURE OF AUTHORIZED REPRESENTATIVE

To the best of my knowledge and belief, I certify that I am authorized to submit this application; the information provided in this application is true and correct; the documentation has been duly authorized by the governing body of the applicant; and the entity possesses the legal authority to apply for the financing and enter into a financing agreement with the State Water Resources Control Board and to finance and construct the proposed facilities.

Name of Authorized Representative: _____ Title: _____

Signature of Authorized Representative: _____ Date: _____

SCOPE OF WORK, BUDGET AND SCHEDULE CHECKLIST

SCOPE OF WORK AND BUDGET		
I. EVALUATE CURRENT USE	Y/N or N/A	\$
Current Energy Use Practices		
Current Water Use Practices		
II. IDENTIFY SUSTAINABLE ALTERNATIVES		
Investigate Renewable Energy Opportunities		
Research Alternative Energy Use Practices		
Research Alternative Water Use Practices		
Identify Viable Alternative Energy Use Practices		
Identify Viable Alternative Water Use Practices		
III. IDENTIFY INEFFICIENT USE AND PRACTICES		
Evaluate Cost-Benefits of Alternative Energy Use Practices to Identify Inefficient Energy Use	Y	\$9,100
Evaluate Cost-Benefits of Alternative Water Use Practices to Identify Inefficient Water Use	N/A	
IV. RECOMMENDATIONS AND IMPLEMENTATION REPORT		
Recommended Actions		
Construction or Implementation Cost Estimates		
Schedule for Implementing Recommended Actions		
Financing and Implementation Plan		
V. Other Tasks		

SCHEDULE	DATE
Audit Start	
Submit Draft Report – Division staff will provide comments on draft report within 30 days following receipt of draft.	
Submit Final Report	
Submit Final Disbursement Request – Within 60 days of Final Report	

CERTIFICATION FOR COMPLIANCE WITH WATER METERING REQUIREMENTS FOR FUNDING APPLICATIONS



Funding Entity name: State Water Resources Control Board

Funding Program name: Clean Water State Revolving Fund

Applicant (Entity name): Heber Public Utility District

Please check one of the boxes below and sign and date this form.

As the authorized representative for the applicant Entity, I certify under penalty of perjury that the Entity is not an urban water supplier, as that term is understood pursuant to the provisions of section 529.5 of the Water Code.

As the authorized representative for the applicant Entity, I certify under penalty of perjury that the applicant Entity has fully complied with the provisions of Division 1, Chapter 8, Article 3.5 of the California Water Code (sections 525 through 529.7 inclusive) and that the ordinances, rules, or regulations submitted with this certification as listed below have been duly adopted and are in effect as of this date.

I understand that the Funding Entity will rely on this signed certification in order to approve funding and that false and/or inaccurate representations in this Certification Statement may result in loss of all funds awarded to the applicant for its project. Additionally, for the aforementioned reasons, the Funding Entity may withhold disbursement of project funds, and/or pursue any other applicable legal remedy.

Name of Authorized Representative
(Please print)

Title

Signature of Authorized Representative

Date



staff report

To: Laura Fischer, General Manager
Board of Directors

From: George Galvan, AICP
The Holt Group, Inc.

Date: November 15, 2018

Subject: State Revolving Fund (SRF) Energy Audit Grant Application

Summary

Project:	HPUD Water Treatment Plant and Wastewater Treatment Plant Energy Audit
Subject of Report:	HPUD Application for Funding from the State Revolving Fund (SRF) Energy Audit Grant Program
Project Location:	HPUD Facilities
Pending Action:	Authorize submittal of HPUD Application
Environmental:	Exempt from CEQA

Introduction & Background

Water and wastewater utilities consume approximately 4% of the power in the United States. For water utilities the largest energy consuming operation is pumping, while for wastewater utilities, the secondary treatment processes consume the largest quantities of power. An energy audit, or review, of the treatment plants' functional process can identify inefficiencies in the system which can ultimately lead to a reduction in operational costs, as well as conserving valuable environmental resources.

The State Water Resources Control Board makes funds available through the State Revolving Fund (SRF) for water and energy audits to allow water agencies examine their current practices to identify potentially wasteful water or energy use. The program can fund the entire cost of the audit, up to maximum of \$35,000.

Issues for Discussion

Application Process: A short application form must be submitted electronically through the State Water Resources Control Board's Financial Assistance Application Submittal Tool (FAAST). The application packet must include the Scope of Work, Budget and Schedule Checklist, Certification of Compliance with Water Metering Form, and a Board Resolution authorizing the submittal of the application. A copy of the completed application form with the required attachments is included as an attachment to this Staff

Report. Once the application is received by the State, a project manager will be assigned to complete the process.

Scope of Work and Timeline for Completion: The purpose of this energy audit is to identify the various critical processes and pumping systems within the wastewater treatment plant facility and water distribution system that are major consumers of electrical energy and are clear candidates for energy savings measures. The energy audit must include an evaluation of the current energy use practices, an identification of sustainable alternatives; identification of inefficient use and practices; recommended actions; cost estimates; implementation schedule; and financing and implementation plan.

A tentative schedule is included in the application, but the actual start date is dependent upon the award date. HPUD will have to procure a consultant to perform the energy audit and it is anticipated that the draft energy audit can take up to three months to complete. The draft report must be submitted to the State Water Board for review. Comments will be provided by the State within 30 days following receipt of the draft. Revisions will be made by the consultant and a final report will be submitted to the State. Final disbursement of grant funds must be made within 60 days of the final report. It is estimated that if the funding award is made in early 2019, the energy audit can begin in April 2019 with the final disbursement request being completed in February 2020.

Funding & Fiscal Impacts

The energy audit is estimated to cost \$35,000, which is the maximum grant amount. No local match is required.

Pending Action

The State Water Resources Control Board requires the applicant to certify the approval of application before submission of said application to the State. An authorizing resolution must be adopted by the Board to approving the submittal of the application and designating an authorized representative to sign all documents related to the grant, including grant agreement, standard assurances, certifications and commitments.

Should you have any questions and/or concerns regarding the information in this report, please feel free to contact me at (760) 337-3883. Your comments are encouraged, written or verbal, and can also be forwarded to jgalvan@theholtgroup.net.

Respectfully Submitted,



George Galvan, AICP
Senior Planner/Project Manager
The Holt Group, Inc.

Attachments: Energy Audit Financial Assistance Application
Authorizing Resolution

cc: Steve Walker, General Counsel
Jack Holt, District Engineer