



---

---

# CITY OF POMONA

## COUNCIL REPORT

---

---

November 16, 2020

To: Honorable Mayor and Members of the City Council

From: James Makshanoff, City Manager

Submitted By: Chris Diggs, Water Resources Director

**SUBJECT: APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF POMONA AND CALIFORNIA STATE POLYTECHNIC UNIVERSITY POMONA FOR CITY TO ASSIST IN OPERATING THE CAL POLY POMONA WATER TREATMENT PLANT**

---

### **RECOMMENDATION:**

It is recommended that the City Council take the following action:

- 1) Approve an MOU with the California Polytechnic State University Pomona (Cal Poly) to assist in operating their reverse osmoses water treatment plant (Plant); and
- 2) Authorize the City Manager to execute said MOU with Cal Poly.

### **EXECUTIVE SUMMARY:**

For more than a year Cal Poly and City staff has discussed the City assisting in operating Cal Poly's Plant. These discussions have surrounding the potential mutual benefits of such a partnership. Tours of the Plant, meetings with the State Water Resources Control Board (Water Board), and research as to how the City and Cal Poly's distribution and supervisory control and data acquisition systems (SCADA) could be joined have taken place to understand what would be needed to successfully complete an arrangement whereby the City would assist in operating the Plant. To that end, City and Cal Poly staff have drafted an MOU to memorialize just such an arrangement; and now staff is seeking Council approval of that MOU, which is attached herewith.

### **FISCAL IMPACT:**

All expenses within the attached MOU are to be borne by Cal Poly. If at a later date additional services outside of the scope of the MOU are to be provided, staff will return to Council for approval.

### **PREVIOUS RELATED ACTION:**

None.

### **DISCUSSION:**

In 2017 the Water Board issued Cal Poly a permit to operate a reverse osmoses water treatment plant. During the startup and initial operation of the Plant, Cal Poly staff performed most of the operations with their staff. However, since that time Cal Poly has lost staff and has had to hire outside contractors to assist in the operations of the Plant. Additionally, because of the requirements within their operations permit, Cal Poly must have staff on site while the Plant is in operation at all times, adding significant additional expenses to operating the Plant.

As a way to more efficiently operate the Plant, Cal Poly staff reached out to City staff to seek advice and to see if the City was able to assist in operating their Plant. These discussions led to a tour of the Plant and a meeting with the Water Board. During the tour, staff discussed the Plant's operations, capacity, and potential to best and most efficiently operate the Plant at the least cost. Cal Poly and City staff also met with the Water Board to discuss permit amendments and operational procedures written in to the Plant's operations permit. Through discussions, it was determined with some Plant and operational modifications and oversight by City staff the Plant's production can be increased with minimal effort and with stand-by staffing and computerized operations.

Also discussed was how to commingle Cal Poly's distribution system with the City's. This effort is crucial as it will allow water to flow between the two systems when there are demand differences between the two systems and provide redundancy to both Cal Poly and the City.

Given the potential benefit to both agencies, it was determined staff should seek Council approval of an MOU. City staff drafted an MOU to memorialize the understanding of how training would be conducted, reimbursement of City expenses will be provided, and how the Plant's permit will be needed to be amended. This MOU was reviewed and approved by Cal Poly, and finally, the MOU was sent to the City's attorney for final review and approval.

At this juncture, staff is seeking approval of the attached MOU to facilitate staff training. Concurrently, Cal Poly and City staff will engineer a connection between the two agencies water distribution and SCADA systems. Finally, staff will work with Cal Poly and the Water Board to amend the Plant's permit to allow for remote operation and a connection between the two systems.

#### **ALTERNATIVES:**

The City Council may decide not to approve the MOU and not assist in the operations of Cal Poly's Plant. This however, would limit the City's potential to receive water from the Plant when Cal Poly demands are less than their Plant's production and for assistance in operating the Plant.

Prepared by:

*Chris Diggs*

Chris Diggs  
Water Resources Director

#### **ATTACHMENT:**

Attachment No. 1 – MOU with Cal Poly