CRESCENTA VALLEY WATER DISTRICT

2700 Foothill Boulevard
La Crescenta, California

Agenda for the
Adjourned Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on Tuesday, January 26, 2021 at 7:00 p.m.

Posted: Friday, January 22, 2021 at 3:00 p.m.

TELE/VIDEO CONFERENCING NOTICE

[This meeting will be held by tele/video conference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

Any member of the public may participate using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833	**(346) 248-7799**	**(929) 205-6099**
(253) 215-8782	**(301) 715-8592**	**(312) 626-6799**

Then, enter Access Code: 837 7872 3602

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom teleconferencing tool available at the following link –

https://us02web.zoom.us/j/83778723602

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to Christy Colby, Regulatory and Public Affairs Manager, at (818) 248-3925 or customerservice@cvwd.com by 3pm on January 26, 2021.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Any written materials distributed to the Board in connection with this agenda will be made available at the same time for public inspection at the District office located at the above address and posted on the District's website.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments
At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable, and speakers are limited to one three-minute (3) comment.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on January 12, 2021.
2. Ratification of Disbursements for December 2020.

Action Calendar
The public shall have an opportunity to comment on any action item as each item is considered by the Board prior to action being taken. This opportunity is non-transferable, and speakers are limited to one two-minute (2) comment.

1. **Acceptance of Audited Financial Statements for Fiscal Year 2019-20** – Consideration and motion to accept the audited financial statements for Fiscal Year 2019-20.
2. **Second Quarter Budget Report** – Report of revenues and expenditures for the second quarter of Fiscal Year 2021.
3. **8-inch Water Main Replacement – Project 4, Project E-1022**
   a. Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, Robert Bkrich, Inc., for the construction of approximately 2,140 lineal feet of pipeline replacement on the 4800 Block of Dyer, 2800 Block of El Caminito St., 4800 Block of Glenwood Ave., 2800 Block of Stevens St., and 2700 Block of Paraiso Way at a cost of $455,675 and to establish a contingency amount of $45,567 (10% of contract) to cover the cost of unforeseen or additional work.

   b. Consideration and motion to authorize the General Manager to enter into an agreement with Dudek, Inc. for construction management and inspection services for the pipeline replacement project at a cost not to exceed $123,640.
4. **Well Pump Replacement and Casing Rehabilitation of Well 12, Project E-1029** – Consideration and motion to authorize the General Manager to advertise for bids for the rehabilitation of Well 12 at an engineer's estimate of $88,200 and to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

- **Engineering Committee**
- **Finance Committee**
- **Employee Relations Committee**
- **Policy Committee**
- **Community Relations/Water Conservation Committee**
- **Emergency Planning Committee**

Director's Oral Reports – Report on issues, meetings, or activities attended by Directors.

Closed Session

Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: one case: Tolling Agreement with BKK working group regarding waste disposal at toxic waste site.

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
January 12, 2021

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Regular Meeting on December 8, 2020, a Regular Meeting was held on January 12, 2021, at 7:00 p.m. through audio and video conference. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, due to the COVID-19 pandemic, with President Sharon S. Raghavachary presiding.

At roll call, the following Directors and staff members were online:

Directors:	**Sharon S. Raghavachary** **James D. Bodnar** **Kerry D. Erickson** **Ken Putnam (absent)** **Judy L. Tejeda**
Attorney:	**Thomas Bunn**
General Manager:	**Nem Ochoa**
Director of Finance & Administration:	**James Lee**
Director of Engineering:	**David Gould**
Others Present:	**Christy Colby, Regulatory & Public Affairs Manager** **Dennis Maxwell, Director of Operations** **Brook Yared, Engineering Manager** **Arturo Montes, Finance & Administration Manager** **Wendy Holloway, Customer Service Manager** **Pam Leddy, Administrative Assistant** **Tessa Allmon, Customer Service Representative**

PLEDGE OF ALLEGIANCE

President Raghavachary opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Erickson, seconded by Director Bodnar, and carried by a 4-0 roll call vote that the Agenda for the Regular Meeting of January 12, 2021 be adopted as presented.

AYES:	**Director Raghavachary** **Director Bodnar** **Director Erickson** **Director Tejeda**
NOES:	**None**
ABSENT:	**Director Putnam**

PUBLIC COMMENTS – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord reported that CVWD's water use for the month of December was 12% higher than last year due to the low rainfall. Dry weather continues in the Sierra Mountains and Colorado River basin which supplies 50% of the District's water supply and is predicted to remain the same throughout the upcoming year.

CONSENT CALENDAR

It was moved by Director Erickson, seconded by Director Bodnar, and carried by a 4-0 roll call vote to approve the Minutes of the Regular Board Meeting held on January 12, 2021 through audio and video conference to ratify the disbursements for November 2020 as presented.

Payment of demands against the Crescenta Valley Water District on or before November 2020, the same having been approved by the General Manager, and heretofore paid, are to be ratified and approved subject to audit, in the aggregate sum of Six-Hundred Thirty-Six Thousand, Four Hundred Twenty Dollars and Two Cents ($636,420.02), which is composed of the individual items set forth herein.

AYES:	**Director Raghavachary** **Director Bodnar** **Director Erickson** **Director Tejeda**
NOES:	**None**
ABSENT:	**Director Putnam**

ACTION CALENDAR

Board Committee Assignments – Director Raghavachary named the following Board Committee assignments for 2021:

Community Relations & Water Conservation:
Kerry Erickson (Chairperson)
Sharon Raghavachary

Engineering:
Sharon Raghavachary (Chairperson)
Judy Tejeda

Emergency Planning:
Judy Tejeda (Chairperson)
Ken Putnam

Finance:
Sharon Raghavachary (Chairperson)
James Bodnar

Employee Relations:
James Bodnar (Chairperson)
Kerry Erickson

Policy:
Ken Putnam (Chairperson)
James Bodnar

<u>Water Main Replacement on the 3400-3500 Blocks of Encinal Ave., Project E-1021</u> – Mr. Yared requested consideration and motion to authorize the General Manager to award a contract to the lowest bidder, TE Roberts, Inc., for the construction of 1,660 lineal feet of pipeline replacement on the 3400-3500 blocks of Encinal. Consideration and motion were requested to authorize the General Manager to enter into an agreement with Cannon for construction management of the project. These pipelines, installed in the 1950s, have exceeded their useful life and part of the overall pipeline replacement program to replace one mile of pipe this year.

Following discussion:

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by 4-0 roll call vote to award the contract to the lowest responsible bidder, TE Roberts, Inc. for the construction of 1,600 lineal feet of pipeline replacement on the 3400-3500 blocks of Encinal Ave., at a cost of $484,685 and establish a contingency amount of $48,468 (10% of contract) to cover the cost of unforeseen or additional work.

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 4-0 roll call vote to award a contract to Cannon Corporation for Construction Management and Inspection services for the pipeline project at a cost not-to-exceed $65,968.

AYES:	**Director Raghavachary** **Director Bodnar** **Director Erickson** **Director Tejeda**
NOES:	**None**
ABSENT:	**Director Putnam**

<u>INFORMATION ITEMS</u> – None

<u>WRITTEN COMMUNICATIONS TO DISTRICT</u> – None

<u>REPORTS OF PERSONNEL</u> – No report

<u>GENERAL MANAGER</u> – Mr. Ochoa reported that COVID-19 transmission through the District remains at zero traced cases due in large part to the safety protocols in place. Strategic planning meetings are taking place with each department to streamline organizational goals and will be completed by the end of this month. Mr. Lee reported the 5-year rate study put on hold last year is being restarted by Raftelis, which will be presented to the board in late February and early March for their input. Mr. Maxwell reported that CVWD crews made repairs to a sewer emergency reported by a resident on Vista Place. Mr. Gould reported water production for the month of December was 110.7 million gallons. Average use was 43.8% greater than 2019 and 19.6% greater than 5-year average. Mr. Gould provided updates on Engineering and Operations activity and projects.

ATTORNEY – No report

REPORTS OF PERSONNEL – None

REPORTS OF COMMITTEES

Engineering Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled in January. .

Finance Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled in January.

Employee Relations Committee – Mr. Ochoa reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Policy Committee – Mr. Ochoa reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Community Relations/Water Conservation Committee – Director Erickson reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Emergency Planning Committee – Director Tejeda reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Executive Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – No report

Director Tejeda – State Senator Anthony Portantino office is offering $5,000 to $20,000 grants for small businesses who have experienced a loss of income due to the pandemic.

Director Putnam – Absent

Director Raghavachary – No report

CLOSED SESSION – No reportable action

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – None
ADJOURNMENT

There being no other business to come before the Board, at 7:53 p.m., it was moved by Director Erickson, seconded by Director Tejeda, and carried by a 4-0 roll call vote that the meeting be adjourned to January 26, 2021, at 7:00 p.m.

AYES:	**Director Raghavachary** **Director Bodnar** **Director Erickson** **Director Tejeda**
NOES:	**None**
ABSENT:	**Director Putnam**

APPROVED

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Sharon S. Raghavachary
President

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James Lee
Director of Finance & Administration

CASH DISBURSEMENTS LIST
DECEMBER 2020

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
0	12/31/2020	Calpers	PERS Contributions - December 2020	24,074.19	14,275.96
0	12/22/2020	Southern California Edison	Power purchased - December 2020	36,823.04	334.43
0	12/2/2020	Los Angeles County Public Works	Excavation permits - December 2020	2,244.00	
0	12/1/2020	Los Angeles County Public Works	E-1008 - Janet Lee pipeline	8,842.00	
41933	12/3/2020	David Gould	Health reimbursement	435.92	290.61
41934	12/3/2020	James Lee	Wellness reimbursement	225.00	75.00
41935	12/3/2020	Nemesciano Ochoa	Health reimbursement	437.75	291.83
41936	12/3/2020	Brook Yared	Health reimbursement	144.00	96.00
41937	12/7/2020	ACWA Joint Powers Ins. Authority	Group Health Insurance - December 2020	40,728.77	26,498.92
41939	12/7/2020	Advanced Industrial Serv. Inc.	Oak Creek #1 Reservoir - clean & disinfect interior	4,400.00	1,100.00
41940	12/7/2020	Aflac	Employee paid insurance - December 2020	1,364.30	
41941	12/7/2020	Airgas National Carbonation	Well 2 - carbon dioxide rental tank - December 2020	58.56	
41942	12/7/2020	David Aldrich	Refund check - 2636 Montrose	34.52	
41943	12/7/2020	Ameripride Uniform Services, Inc.	Uniform rentals - September 2020 (final payment)	1,097.44	327.80
41944	12/7/2020	Anawalt Lumber & Materials Co.	Misc. Hardware - November 2020	102.53	91.47
41945	12/7/2020	Apex Manufacturing Solutions	E-939 - Rosemont Reservoir - SCADA programming	1,190.00	
41946	12/7/2020	APTwater, LLC	Well #2 - professional services - July/August 2020	2,422.50	
41947	12/7/2020	ARC	Monthly MSP billing - November 2020	154.40	51.46
41948	12/7/2020	Regino Avalos	Monthly landscaping - November 2020	859.03	195.97
41949	12/7/2020	BC Laboratories, Inc.	Water analysis - December 2020 ($3240.00 - E-995)	3,502.50	
41950	12/7/2020	Best Best & Krieger	Watermaster legal counsel services -November 2020	72.20	
41951	12/7/2020	Cannon	E-977 - consulting services through November 2020	157.32	
41952	12/7/2020	CCS Interactive, Inc.	Monthly website hosting - December 2020	747.50	
41953	12/7/2020	Citibank	Misc. supplies (Costco) - November 2020	105.90	97.76
41954	12/7/2020	City of Glendale Fire Dept.	Annual Weed Abatement Mgmnt. Program fee	15.00	
41955	12/7/2020	City of Glendale Water & Power	Power purchased - November 2020	66,147.86	
41956	12/7/2020	City of L.A. Bureau Sanitation	Sewerage facilities charge - Sept./Oct. 2020		2,174.40
41957	12/7/2020	Civiltec Engineering, Inc.	E-1022 - pipeline design services - October 2020	13,495.00	
41958	12/7/2020	Clark Pest Control, Inc.	Monthly pest service at 4 sites - November 2020	228.75	21.25
41959	12/7/2020	Coastline Equipment Co.	Graphite lubricant	18.17	18.90
41960	12/7/2020	Colonial Life & Accidents Ins.	Employee paid insurance - December 2020	228.67	

41961	12/7/2020	Crescenta Valley Publishing, LLC	Blood drive - 1/2 page ad	1,500.00	
41962	12/7/2020	Cypress Ancillary Benefits	Group Dental - December 2020	2,205.63	1,337.89
41963	12/7/2020	Dickson Monitoring & Compliance Experts	4 pressure data loggers for hydrants	3,657.07	
41964	12/7/2020	DYI Home Center	Misc. hardware - November 2020	335.05	70.34
41965	12/7/2020	E Source Companies, LLC	E-1020 - AMI consuilting service - October 2020	9,215.00	
41966	12/7/2020	Emins Air Conditioning & Heating	3240 Mills - replace wall thermostat	93.75	31.25
41967	12/7/2020	Eurofins Eaton Analytical, Inc.	Water analysis - November 2020	677.00	
41968	12/7/2020	Extreme Safety, Inc.	Safety supplies - November 2020	163.80	66.90
41969	12/7/2020	Grace Environmental Services	Well #2 - monitoring assistance - October 2020	2,921.75	
41970	12/7/2020	Grainger	Safety supplies - chemical/splash/impact resistant googles	71.22	74.12
41971	12/7/2020	Great America Leasing Corp.	Kyocera copier leases - December 2020	1,031.94	991.47
41972	12/7/2020	Gsolutionz Professional Services	Voice communications - December 2020	185.62	145.83
41973	12/7/2020	Hach Company	Addition to Annual Maintenance Services contract	1,048.50	
41974	12/7/2020	Highroad Information Technology	Computer maintenance - install & configurate hard drive	4,967.29	1,042.69
41975	12/7/2020	Home Depot Credit Services	Misc. hardware - November 2020	261.99	155.81
41976	12/7/2020	John Robinson Consulting, Inc.	M-965 - Grant assistance - November 2020	4,200.00	
41977	12/7/2020	J's Maintenance Service, Inc.	Janitorial service - November 2020	945.87	301.13
41978	12/7/2020	Liebert Cassidy Whitmore	Labor law legal services - October 2020	781.05	171.45
41979	12/7/2020	Lincoln Financial Group	Life & Disability Insurance - December 2020	880.79	587.18
41980	12/7/2020	Logan Supply Co., Inc.	Misc. supplies & tools - November 2020	273.11	284.22
41981	12/7/2020	Office Depot	Misc. supplies - November 2020	164.21	163.68
41982	12/7/2020	O'Reilly Auto Parts	Misc. parts - November 2020	50.76	92.82
41983	12/7/2020	Paper Cuts, Inc.	Paper shredding - November 2020	2.60	2.40
41985	12/7/2020	Public Water Agencies Group	Emergency Preparedness Program & legal fees - Oct/Nov/Dec 2020	2,891.25	2,025.74
41986	12/7/2020	Quadient Finance USA, Inc.	Postage for machine	357.00	
41987	12/7/2020	Ramco	Concrete & crushed misc. base - November 2020	426.85	343.00
41988	12/7/2020	Red Wing Business Advantage	Russo - safety boots	216.23	
41989	12/7/2020	Southwest Hydrotech	Repairs to pressure reducing valve at Markridge Booster Station	1,449.80	88.32
41990	12/7/2020	Spectrum Business	Office - data communication - December 2020	313.79	
41991	12/7/2020	Spectrum Business	Mills - data communications - November 2020	3,563.33	110.23
41992	12/7/2020	Springbrook National User Group	Annual membership renewal thru December 2021	75.00	1,251.98
41993	12/7/2020	St. Water Resource Control Brd.	Durose - certification renewal Grade D4	105.00	25.00
41994	12/7/2020	St. Water Resource Control Brd.	Yared - certification renewal Grade D2	60.00	
41995	12/7/2020	Star Ford	Unit #45 - diagnostic service, Unit #34 - throttle plate, control unit & air cleaner	1,611.57	987.71
41996	12/7/2020	Steven Engineering, Inc.	E-995 - Chloramine Conversion Project - ethernet switch	764.54	
41997	12/7/2020	Sully-Miller Contracting Co.	Cold mix for temporary repairs - 6 tons	655.57	
41998	12/7/2020	Adam Sutphin	Reimbursement - shoes for meter reading	99.58	40.67
41999	12/7/2020	Swift Comply US OpCo, Inc.	Annual backflow prevention software renewal	1,200.00	
42000	12/7/2020	SWRCB Accounting Office	Annual DDW permit fee	3,530.00	
42001	12/7/2020	Tetra Tech., Inc.	M-1004 - Local Hazard Mitigation Plan consulting services- November 2020	26,275.00	
42002	12/7/2020	The Gas Company	Plant - gas purchased - November 2020	228.19	72.05

42003	12/7/2020	The Hitch Depot	Misc. supplies - November 2020	20.51	12.57
42004	12/7/2020	Underground Service Alert	Underground notifications	226.79	100.10
42005	12/7/2020	UniFirst Corporation	Uniform rentals - November 2020	380.28	113.58
42006	12/7/2020	Vision Service Plan Co.	Group vision - December 2020	171.36	114.24
42007	12/7/2020	Waste Management	Plant - disposal services - December 2020	794.98	251.04
42008	12/10/2020	Christy Joana Colby	Health reimbursement	68.65	45.77
42009	12/10/2020	Wendy Holloway	Health reimbursement	26.27	17.52
42010	12/10/2020	Arturo Montes	Health reimbursement	860.54	573.70
42011	12/17/2020	Advanced Industrial Serv., Inc.	Flood meter refund	925.00	
42012	12/17/2020	Alhambra Foundry Co., Ltd.	10 - CVWD marked sewer manhole covers & rings		12,826.84
42013	12/17/2020	All American Landscape Co.	Landscape maintenance - November 2020	255.50	94.50
42014	12/17/2020	American Water Works Assoc.	Dodge - membership renewal	105.00	
42015	12/17/2020	American Water Works, Inc.	Unit #3 - 2 high pressure filters, rotating nozzle and misc. fitt	125.77	77.08
42016	12/17/2020	Aqua Solutions, Inc.	Well #2 - purification kit & 2 replacement cartridges	805.04	
42017	12/17/2020	AT&T	Voice communication - November 2020	302.57	237.73
42018	12/17/2020	AT&T Mobility	Voice communication - November 2020	1,004.83	300.14
42019	12/17/2020	BC Laboratories, Inc.	Water analysis - December 2020 ($1350.00 - E-995)	4,100.35	
42020	12/17/2020	BC Laboratories, Inc.	Water analysis - December 2020 ($1530.00 - E-995)	2,408.40	
42021	12/17/2020	Carolyn Bretz	Refund check - 2329-1/2 Honolulu	34.87	
42022	12/17/2020	California Water Environment	Wood - membership renewal	144.00	48.00
42023	12/17/2020	Clark Pest Control, Inc.	Monthly pest service at 4 sites - December 2020	228.75	21.25
42024	12/17/2020	E Source Companies, LLC	E-1020 - AMI consulting services - November 2020	2,568.02	
42025	12/17/2020	Extreme Safety, Inc.	Safety supplies - December 2020	163.40	66.73
42026	12/17/2020	Fleet Crew Emissions Service	Unit #25 - update after market emissions software	139.50	85.50
42027	12/17/2020	Foothill Municipal Water	Water delivery - November 2020	298,344.15	
42028	12/17/2020	Grace Environmental Services	Well #2 - monitoring assistance - Sept./November 2020	8,433.50	
42029	12/17/2020	Grainger	Misc. supplies & equipment - December 2020	824.81	40.84
42031	12/17/2020	Highroad Information Technology	Annual maintenance contract - Anti-virus - ESET for server & workstations	4,734.30	337.97
42032	12/17/2020	John Robinson Consulting, Inc.	M-965 - grant assistance - December 2020	2,550.00	375.70
42033	12/17/2020	Eun Soog Lee	Refund check - 2754 Fairmount	559.29	
42034	12/17/2020	Legend Pump & Well Service, Inc.	E-1013 - Glenwood Booster 32&33 - Retention payment	11,822.00	
42035	12/17/2020	Logan Supply Co., Inc.	Misc. supplies - new 14" saw blades	108.96	113.39
42036	12/17/2020	Plumbers Depot, Inc.	Misc. supplies - November 2020	191.21	
42037	12/17/2020	PMC Engineering, LLC	Williams Reservoir - level transducer	663.09	
42038	12/17/2020	Prohealth Glendale Medical Group	Covid-19 tests - various employees	555.00	445.00
42039	12/17/2020	Red Wing Business Advantage	Whitaker - safety boots	216.23	88.32
42040	12/17/2020	Shell	Gas purchased - November 2020	1,382.58	412.97
42041	12/17/2020	Sonomed, LLC	2445 Harmony - refund for canceled project	1,656.36	2,006.64
42042	12/17/2020	Total Graphics	Unit #44 - remove & replace door logos	49.60	30.40
42043	12/17/2020	Univar Solutions USA, Inc.	Sodium hypochloride - Glenwood - 770 gals. Mills - 400 gals.	3,450.43	
42044	12/17/2020	Urban Graffiti Enterprises, Inc.	Ocean View Reservoir - graffiti removal	450.00	

42045	12/17/2020	Adam Venker	Refund check - 3059 Orange	15.87	
42046	12/17/2020	Wells Fargo Card Services	Colby - monthly e-mail charges, facebook ads, working lunches	158.10	12.32
42047	12/17/2020	Wells Fargo Card Services	Lee - Zoom meetings, misc. postage	98.20	34.27
42048	12/17/2020	Wells Fargo Card Services	Maxwell - working dinners, main office repairs, misc. vehicle repairs	1,370.43	493.96
42049	12/17/2020	Wells Fargo Card Services	Ochoa -working dinners, tech supplies, blood drive lunch	327.66	76.53
42050	12/17/2020	Western Water Works	Stock - various size repair clamps	2,090.12	
42051	12/17/2020	Westlake Ace Hardware	Misc. hardware - Nov./Dec. 2020	230.29	121.14
42052	12/21/2020	St. Water Resource Control Brd.	Spain - Certification renewal Grade D4	105.00	
			Subtotals	$ 646,061.08	$ 75,981.38
			Total Disbursements for December 2020		$ 722,042.46

Payroll Report	
Directors	810.00
Office Regular Payroll	132,622.00
Office OT	352.00
Plant Regular Payroll	120,379.00
Plant OT & Standby	8,275.00
Employer Payroll Taxes	15,573.00
Payroll Service Charges	601.00
Total Payroll for December 2020	$ 278,612.00

CRESCENTA VALLEY WATER DISTRICT
BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
January 26, 2021

To: Honorable President and Members of the Board of Directors

From: James Lee – Director of Finance & Administration

Subject: **Acceptance of Audited Financial Statements**

ACTION ITEM:

1. **Acceptance of Audited Financial Statements for Fiscal Year 2019-20** – Consideration and motion to accept the Audited Financial Statements for Fiscal Year 2019-20.

BACKGROUND:

The use of an independent audit firm to review the District's financial statement is required and is also a key factor in the District's commitment to transparency and accountability. Audited financial statements ensure that the District's financial position is accurately stated and that the District's internal controls are working appropriately. Additionally, they are required for disclosure to the District's creditors. The Board has hired Clifton Larson Allen (CLA) as the District's auditors. Although staff provides the auditors with the information they need, CLA reports to and takes direction from the Board of Directors.

The highest opinion an auditor can confer is that the financial statements present fairly, in all material aspects, the financial position of the District. CLA shared this opinion with the Finance Committee on January 25, 2021, in addition to the process used to perform the audit.

Fiscal responsibility and efficient use of public fund is of utmost importance to the Board and staff. The constantly changing environment requires staff to adapt and modify its practices in order continue efficient use of and safeguarding of public funds. Staff's goal is to provide accurate information in a timely manner to the board and community.

Staff has provided a copy of the final draft of the report for review and approval. Ms. Renee Graves and Ms. Daphne Liu of CLA will make a short presentation and will be available as a resource related to the statements.

RECOMMENDATION

Staff recommends that the Board accept the Audited Financial Statements for Fiscal Year 2019-20.

Prepared by:

Arturo Montes
Finance & Administration Manger

Submitted by:

James K Lee
Director of Finance & Administration

CRESCENTA VALLEY WATER DISTRICT
BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
January 26, 2021

To: Honorable President and Members of the Board of Directors

From: James Lee – Director of Finance & Administration

Subject: **FY 2020-21 Second Quarter Budget Report**

ACTION ITEM:

Discuss the District's Second Quarter Budget Report on revenues and expenditures for the fiscal year ending June 30, 2021.

Discussion:

The District has now passed the halfway point of the fiscal year. Both the water and wastewater funds are tracking well with their respective budgets and are projected to meet or exceed budgeted expectations. The following discussion is intended to provide additional context to the actual revenue and expenditure figures. This information was shared with the Finance Committee on January 25th, 2021.

WATER FUND

Water sales continue to track well. Irrigation sales have already surpassed last year's totals, and with a dry winter, they are not expected to slow significantly. Residential and commercial sales are tracking slightly above budgeted as well, with current water sales revenues at 59% of the year-end budget. Based on historical trend lines and other available data, staff projects that revenues will be 10% above budgeted amounts at year end, resulting in additional revenue of approximately $1.2M.

Increased water demand coupled with the Nitrate plant being offline has required an increase in water purchases from FMWD. If the trend continues, staff projects an increase in water purchases of $440K at year end. Operating expenses were lower than budgeted through the 2nd quarter, and this decrease has offset the increase in water purchases in large part.

Capital projects and capital outlay expenses are currently projected to remain within budget for the year. Individual projects may end above or below budgeted amounts, depending on the need for change orders and the timing of project completion across fiscal periods.

The water fund had been budgeted to draw $3K from reserves. At this time, the water fund is expected to add approximately $1.3M to reserves by year end based primarily on 6 months of strong water sales.

The following are notable over/under variances for each department's budget:

- Dept 1 – Board
  - Director Expenses are below expectations, primarily caused by minimal conference attendance due to COVID-19.
- Dept 2 – Operations
  - The operations expense budget as a whole is expected to increase by roughly $380K, and the $442k increase in water purchases is the primary driver of this increase.

    - The District's temporary move to two field crew shifts resulted in reduced overtime for Operations during the first half of the year.
    - The meter replacement program is comprised of three accounts that have been itemized to help track the different types of meter change-outs. Overall, the accounts are slightly above budgeted because of increased meter work as an efficient use of small crews during COVID and an increase in lateral leaks.
    - Engaging a new uniform supplier has reduced uniform costs.
    - The building maintenance budget is expected to be utilized in the 3rd and 4th quarter for needed bathroom and flooring repairs and upgrades.
- Dept 3 – Engineering
    - Most Engineering line items are tracking under budget, and they will ramp up in the 3rd and 4th quarter as projects commence.
- Dept 4 - Regulatory
    - The decrease in sampling requirements coupled with the ability to capitalize a portion of sampling for the Chloramines project results in savings of close to $50K in Labs & Sampling.
    - COVID-19 has restricted the opportunities for conservation events reducing water conservation expenses drastically. A portion of this reduction is being offset by the board's emphasis on increased community outreach.
- Dept 5 – Technology
    - The Technology budget is trending with budgeted amounts. Individual accounts may be over or under budget as Highroad IT continues to remediate the District's network and other infrastructure during their first year transitioning into the District.
- Dept 6 – Administration
    - Interest Expense was not budgeted for in the Administration expense budget, as this was a change in accounting practices. This results in the expense being moved from the debt service budget to Administration expense, and this item will be included in subsequent budgets.
    - Memberships and Subscriptions are at 100% of the year's budget, but no further expenses are expected in this category.
    - Liability Insurance and Legal expense are expected to increase to appropriately account for pending personnel issues and other claims.

<u>WASTEWATER FUND</u>

The wastewater fund is tracking well with the budget, which was budgeted to draw $925K from reserves by year-end. Based on slightly higher wastewater user charge revenue, savings in labor costs, and lower operating costs, the wastewater fund is currently projected to draw $632K from reserves.

Wastewater treatment costs paid to the City of LA represent the majority of costs for the wastewater fund. Historically, the District has been assessed a reconciliation bill at the end of the fiscal year. While this possibility has been accounted for in the budget, the District cannot predict what the reconciliation bill will be.

- Dept 2 – Operations
    - Sewer Interceptor Maintenance is at 1% of budget but is expected to end the year close to 100%. A large amount of service access covers will be replaced before the end of the fiscal year.

- A new electric security gate was installed for the Vactor Truck, causing Safety and Security to be over the full year's budget. It is expected that there will be minimal expense for this line item for the remainder of the year.

RECOMMENDATION

NA.

Prepared by:	Submitted by:
Arturo Montes	James Lee
Finance & Administration Manager	Director of Finance & Administration

Attachment(s):

1. Q2 Budget Report

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SUMMARY

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

Attachment **Q2**

Description		Annual Budget	6 Month Actuals (50%) Actual	Remaining Annual Budget	% of Total Budget	Management Estimate Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Revenue								
	Water Sales - Fixed	$ 3,087,489	$ 1,548,526	$ 1,538,963	50%	$ 3,097,052	$ (9,563)	100%
	Water Sales - Metered	8,858,374	5,771,046	3,087,328	65%	10,274,333	(1,415,959)	116%
	Interest Income Water	238,000	1,227	236,773	1%	150,000	88,000	63%
	Other Income Water	160,000	54,378	105,622	34%	120,429	39,571	75%
	Construction Revenue	277,500	32,079	245,421	12%	204,158	73,342	74%
Revenue		**$ 12,621,363**	**$ 7,407,256**	**$ 5,214,107**	**59%**	**$ 13,845,972**	**$ (1,224,609)**	**110%**
Expenses								
	Labor & Benefits	3,142,453	1,536,471	1,605,982	49%	3,270,878	(128,426)	104%
	Imported Water (Foothill)	3,108,762	2,002,591	1,106,171	64%	3,551,322	(442,560)	114%
	Imported Water (Glendale)	138,960	29,886	109,074	22%	80,000	58,960	58%
	Power Cost	801,800	422,549	379,251	53%	797,262	4,538	99%
	Operating Cost	2,321,917	834,226	1,487,691	36%	1,986,663	335,254	86%
Expenses		**$ 9,513,892**	**$ 4,825,722**	**$ 4,688,170**	**51%**	**$ 9,686,126**	**$ (172,235)**	**102%**
Debt Service		**$ 581,000**	**$ -**	**$ 581,000**	**0%**	**$ 581,000**	**$ -**	**100%**
	Infrastructure	2,304,826	335,073	1,969,753	**15%**	2,072,000	232,826	90%
	***Bond Funded CIP	2,695,174	299,100	2,396,074	**11%**	2,695,500	(326)	100%
	Capital Outlays & Equip	225,000	64,900	160,100	**29%**	225,000	-	100%
	OPEB	-		-	**0%**		-	
Total CIP & OPEB		**5,225,000**	**699,073**	**4,525,927**	**13%**	**$ 4,992,500**	**$ 232,500**	**96%**
Net Revenue minus Expenses		**(3,355)**	**1,882,461**			**1,281,846**		

REVENUE

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

Q2

		2nd Quarter Actuals				Management Estimate		
Description		**Annual Budget**	**2nd Quarter Actual**	**Remaining Annual Budget**	**% of Total Budget**	**Projected Year-End Revenue**	**Projected Excess/ (Defeceit)**	**% of Total Budget**
Revenue								
4010-000	Water Sales - Consumers	$ 8,495,272	$ 5,161,590	$ 3,333,682	61%	$ 9,055,421	$ 560,149	107%
4010-007	Irrigation	363,102	$ 609,456	(246,354)	168%	$ 1,218,912	$ 855,810	336%
4010-008	Water Sales- Service Charge	3,007,688	1,508,405	1,499,283	50%	$ 3,016,810	$ 9,122	100%
4010-009	Water Sales - Fire Service	79,801	40,121	39,680	50%	$ 80,242	$ 441	101%
4020-000	Water Sales - Others	90,000	13,756	76,244	15%	$ 27,512	$ (62,488)	31%
4110-000	Meter Installation/Hydrant	50,000	-	50,000	0%	$ 50,000	$ -	100%
4220-000	Water Systems Connect Fee	100,000	32,079	67,921	32%	$ 64,158	$ (35,842)	64%
4230-000	Other Income - Misc	10,000	1,847	8,153	18%	$ 3,694	$ (6,306)	37%
4230-010	Other Income - Flood Meters	-	-	-	0%	$ -	$ -	0%
4230-020	Other Income - Applications	35,000	8,755	26,245	25%	$ 29,183	$ (5,817)	83%
4240-000	Interest Earned - Water	213,000	1,227	211,773	1%	$ 125,000	$ (88,000)	59%
4245-000	Interest Earned-2007 COPS	-	-	-	0%	$ -	$ -	0%
4260-000	Unrealized Gain/Loss on Invest	-	-	-	0%	$ -	$ -	0%
4265-000	Fair Value Adjustment	-	-	-	0%	$ -	$ -	0%
4270-000	Gain/Loss on Sale of Assets	2,500	-	2,500	0%	$ -	$ (2,500)	0%
4271-000	Gain/Loss Sale of Investments	25,000	-	25,000	0%	$ 25,000	$ -	100%
4275-001	Rental Income - PA House	12,000	5,630	6,370	47%	$ 11,260	$ (740)	94%
4275-002	Rental Income - Sycamore House	13,000	9,315	3,685	72%	$ 18,630	$ 5,630	143%
4275-003	Rental Income - Mills House		15,075	(15,075)	0%	$ 30,150	$ 30,150	0%
4280-000	MTBE Settlement	-	-	-	0%	$ -	$ -	0%
4285-000	Grant Revenue - State	125,000	-	125,000	0%	$ 90,000	$ (35,000)	72%
4287-000	Capital Contributions - Local	-	-	-	0%	$ -	$ -	0%
Revenue		**$ 12,621,363**	**$ 7,407,256**	**$ 5,214,107**	**59%**	**$ 13,845,972**	**$ 1,224,609**	**110%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

	Description	Annual Budget	2nd Quarter Actuals: 2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Management Estimate: Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Compensation and Benefits								
5000-100	Director Fees	$ 10,486	$ 3,420	$ 7,066	33%	$ 8,550	$ 1,936	82%
5000-200	Officer Salaries	187,570	107,341	80,229	57%	214,000	$ (26,430)	114%
5000-300	Administrative Service - Labor	545,883	286,500	259,382	52%	577,411	$ (31,528)	106%
5000-310	Administrative Service - OT	5,750	1,029	4,721	18%	3,000	$ 2,750	52%
5000-350	Engineering Labor	304,965	159,998	144,967	52%	320,000	$ (15,035)	105%
5000-360	Engineering Labor OT	3,300	696	2,604	21%	2,500	$ 800	76%
5000-400	Maintenance Labor	356,447	171,822	184,625	48%	343,644	$ 12,803	96%
5000-410	Maintenance Labor OT	47,250	3,268	43,982	7%	29,000	$ 18,250	61%
5000-500	System Operations	357,409	174,043	183,366	49%	348,086	$ 9,323	97%
5000-510	System Operations OT	16,000	1,853	14,147	12%	9,800	$ 6,200	61%
5000-800	Standby Pay	47,852	26,944	20,908	56%	53,888	$ (6,036)	113%
5045-000	Automobile Allowance	10,200	5,788	4,412	57%	10,200	$ -	100%
5047-000	Phone Allowance	1,200	126	1,074	11%	1,000	$ 200	83%
5050-000	Employer Portion of PERS	440,068	218,186	221,882	50%	458,560	$ (18,492)	104%
5052-000	GASB 68 Adjustment - Water	-	-	-	0%	-	$ -	0%
5052-001	GASB 75 Adjustment	-	-	-	0%	-	$ -	0%
5060-000	Taxes-Payroll	134,450	70,493	63,957	52%	156,389	$ (21,939)	116%
5070-000	Sick Leave/Vacation-Office	174,365	121,079	53,285	69%	242,347	$ (67,983)	139%
5080-000	Health Dental Vision	303,068	155,689	147,379	51%	321,796	$ (18,728)	106%
5080-055	Retiree Health Care Expense	-	-	-	0%	-	$ -	0%
5080-100	Retiree Health Care Expense	108,000	-	108,000	0%	108,000	$ -	100%
5082-000	Life and Disability Insurance	10,824	4,436	6,388	41%	9,918	$ 906	92%
5083-000	Self Insurance	14,400	5,919	8,481	41%	14,113	$ 287	98%
5084-000	Wellness Program	5,400	2,133	3,267	39%	4,320	$ 1,080	80%
5085-000	Workers' Compensation Ins	57,567	15,709	41,858	27%	34,357	$ 23,210	60%
Compensation and Benefits		**$ 3,142,453**	**$ 1,536,471**	**$ 1,605,982**	**49%**	**$ 3,270,878**	**$ (128,426)**	**104%**

EXPENSE

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

Q2

	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Gen'l and Admin Expenses								
5090-000	GL, Property, Fidelity Ins	$ 76,500	$ 32,014	$ 44,486	42%	64,000	$ 12,500	84%
5100-000	Accounting	9,750	6,465	3,285	66%	9,750	$ -	100%
5125-000	Legal	90,000	39,772	50,228	44%	98,000	$ (8,000)	109%
5130-000	Administrative Consultants	254,985	50,042	204,943	20%	188,000	$ 66,985	74%
5135-000	Interns	9,000	13,678	(4,678)	152%	22,251	$ (13,251)	247%
5140-000	Election Expense	40,000	-	40,000	0%	-	$ 40,000	0%
5150-000	Building Maintenance-Office	44,569	9,696	34,873	22%	26,000	$ 18,569	58%
5160-000	Furniture & Fixtures Expense	-	-	-	0%	-	$ -	0%
5170-000	Landscaping Expense	11,357	3,679	7,678	32%	12,000	$ (643)	106%
5180-000	Office Supplies & Misc Expense	15,292	2,126	13,166	14%	13,600	$ 1,692	89%
5180-100	Misc Expense - COVID-19	-	1,092	(1,092)	0%	3,501	$ (3,501)	0%
5190-000	Computers and Network	21,200	17,075	4,125	81%	25,000	$ (3,800)	118%
5195-000	Computer Software	40,840	68,996	(28,156)	169%	73,000	$ (32,160)	179%
5200-000	Utilities	38,877	17,518	21,359	45%	35,100	$ 3,777	90%
5225-000	Enterprise Voice Com	7,950	4,205	3,745	53%	10,000	$ (2,050)	126%
5226-000	Wireless Voice & Data	21,750	8,109	13,641	37%	9,000	$ 12,750	41%
5227-000	Data Communications - Fiber	56,475	24,535	31,940	43%	30,000	$ 26,475	53%
5230-000	Printing Postage Stationery	36,050	15,538	20,512	43%	36,000	$ 50	100%
5240-000	Uncollectible Accounts	-	-	-	0%	-	$ -	0%
5250-000	Water System Fees	60,000	43,103	16,897	72%	60,000	$ -	100%
5260-000	Engineering Expense	10,821	4,123	6,698	38%	11,000	$ (179)	102%
5300-000	Training-Office	15,766	2,519	13,248	16%	12,750	$ 3,016	81%
5320-000	Conferences & Seminars	15,521	(308)	15,829	-2%	6,400	$ 9,121	41%
5320-005	Conferences & Seminars-Board	-	-	-	0%	-	$ -	0%
5350-000	Misc Administration	5,913	2,483	3,430	42%	9,700	$ (3,787)	164%
5350-005	Misc Administration-Board	-	-	-	0%	-	$ -	0%
5355-000	Memberships/Subscriptions	26,400	24,626	1,774	93%	24,070	$ 2,330	91%
5365-000	Bank Charges	27,000	983	26,017	4%	25,000	$ 2,000	93%
5270-000	Water Conservation Expense	25,500	2,256	23,244	9%	15,000	$ 10,500	59%
5270-400	Water Conservation Rebates	5,000	-	5,000	0%	5,000	$ -	100%
5270-600	Community Outreach	20,000	12,757	7,243	64%	25,000	$ (5,000)	125%
Gen'l and Admin Expenses		**$ 986,517**	**$ 407,080**	**$ 579,436**	**41%**	**$ 849,122**	**$ 137,395**	**86%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Non-Operating Expense								
5900-000	Amortization of Intangibles	-	-	-	0%	-	$ -	0%
5900-001	Amortization of Inv Premium	-	-	-	0%	-	$ -	0%
5900-002	Loan Costs	-	-	-	0%	-	$ -	0%
5910-000	Interest Expense - Notes	-	-	-	0%	-	$ -	0%
5920-100	Rental Expenses - PA House	1,071	-	1,071	0%	2,200	$ (1,129)	205%
5920-200	Rental Expenses - Sycamore	1,385	-	1,385	0%	1,000	$ 385	72%
5920-300	Rental Expenses - Mills	11,538	2,305	9,233	20%	6,000	$ 5,538	52%
Non-Operating Expense		**$ 13,994**	**$ 2,305**	**$ 11,689**	**16%**	**$ 9,200**	**$ 4,794**	**66%**

EXPENSE

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

Q2

	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Operations Expense								
5145-000	Taxes-Property	$ 15,000	$ 7,020	$ 7,980	47%	14,000	$ 1,000	93%
5310-000	Operator Certifications-Educ	3,600	983	2,617	27%	1,600	$ 2,000	44%
5330-000	Safety & Security	20,553	8,429	12,125	41%	12,000	$ 8,553	58%
5340-000	Uniforms	14,647	4,599	10,049	31%	13,500	$ 1,147	92%
5360-000	Emergency Operations/Repairs	12,000	8,561	3,439	71%	12,000	$ -	100%
5370-000	Permit & Assessment Fees	-	2,846	(2,846)	0%	3,000	$ (3,000)	0%
5380-000	Tools and Eq Maintenance	17,177	6,220	10,958	36%	17,000	$ 177	99%
5390-000	Nitrate Plant	82,500	29,662	52,838	36%	61,500	$ 21,000	75%
5441-000	Inventory Shrinkage/Overage	20,000	-	20,000	0%	12,000	$ 8,000	60%
5442-000	Inventory Disposal	-	-	-	0%	41	$ (41)	0%
5445-000	Telemetering & Signal System	-	34	(34)	0%	-	$ -	0%
5460-000	Water Treatment Expense	130,000	51,716	78,284	40%	120,000	$ 10,000	92%
5450-100	Lab & Sampling Expense	100,000	28,128	71,872	28%	50,000	$ 50,000	50%
5450-200	Non-Lab & Sampling	15,000	-	15,000	0%	-	$ 15,000	0%
5445-100	Telemetering & Signal System	21,000	11,209	9,791	53%	13,000	$ 8,000	62%
5445-200	SCADA Hardware	3,750	11,253	(7,503)	300%	12,000	$ (8,250)	320%
5445-300	SCADA Software	15,000	1,680	13,320	11%	12,000	$ 3,000	80%
5445-400	SCADA Phone Lines	-	-	-	0%	-	$ -	0%
5402-000	Power Purchased - Pumping	801,800	422,549	379,251	53%	797,262	$ 4,538	99%
Operations Expense		**$ 1,272,028**	**$ 594,890**	**$ 677,138**	**47%**	**$ 1,150,903**	**$ 121,125**	**90%**
Water System Expense								
5400-000	Water Usage Cost Exp Well 16	$ 138,960	$ 29,886	$ 109,074	22%	80,000	$ 58,960	58%
5401-000	Purchased Water FMWD	3,108,762	2,002,591	1,106,171	64%	3,551,322	$ (442,560)	114%
5401-002	Purchased Water Glend Welll 16	-	-	-	0%	-	$ -	0%
Water System Expense		**$ 3,247,722**	**$ 2,032,477**	**$ 1,215,245**	**63%**	**$ 3,631,322**	**$ (383,600)**	**112%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Distribution System Expense								
5410-000	Backflow Expense	$ 800	$ 73	$ 727	9%	500	$ 300	63%
5423-100	Pipelines - Maintenance	32,677	14,354	18,323	44%	32,000	$ 677	98%
5423-300	Fire Hydrant Repair/Replace	15,000	-	15,000	0%	15,000	$ -	100%
5423-500	Pipelines-Trench Plate Rentals	2,000	-	2,000	0%	-	$ 2,000	0%
5423-700	Pipelines - Valves	6,000	-	6,000	0%	6,000	$ -	100%
5424-100	Reservoir Maintenance	94,500	59,076	35,424	63%	91,000	$ 3,500	96%
5424-200	Reservoir Landscape	21,000	8,423	12,578	40%	20,000	$ 1,000	95%
5425-100	Meter Maintenance	75,000	3,965	71,035	5%	3,900	$ 71,100	5%
5425-300	Meter Repair/Replace/Upgrade	8,000	17,903	(9,903)	224%	69,000	$ (61,000)	863%
5425-400	Lateral Leaks and Repairs	87,000	270	86,730	0%	87,000	$ -	100%
5425-500	Meters - Trench Plate Rentals	-	-	-	0%	-	$ -	0%
5431-000	Land Lease Cost Expense Well1	16,500	8,220	8,280	50%	16,500	$ -	100%
5432-100	Well Site - Maintenance	62,000	30,147	31,853	49%	62,000	$ -	100%
5432-200	Well Site - Landscape	7,000	3,886	3,114	56%	7,000	$ -	100%
5433-000	Booster Pumps - Maintenance	50,000	2,512	47,488	5%	30,000	$ 20,000	60%
5434-000	Emergency Power Generators	25,800	3,282	22,518	13%	20,500	$ 5,300	79%
5440-100	Auto/Truck Maintenance	57,292	11,811	45,481	21%	56,000	$ 1,292	98%
5440-200	Auto/Truck Maintenance-Gas	24,074	7,914	16,160	33%	24,000	$ 74	100%
5440-300	Auto/Truck Maintenance-Diesel	19,235	7,730	11,505	40%	19,000	$ 235	99%
5423-200	Pipelines - Paving	25,000	6,869	18,131	27%	10,000	$ 15,000	40%
5423-400	Pipelines - Leak Detect/Repair	22,000	-	22,000	0%	25,000	$ (3,000)	114%
5425-200	Meters - Paving	125,000	55,724	69,276	45%	105,000	$ 20,000	84%
5425-700	D-Job Meters/Hydrants	75,000	10,042	64,958	13%	75,000	$ -	100%
5432-300	Well Site - Lease Payment	300	300	-	100%	300	$ -	100%
Distribution System Expense		**$ 851,178**	**$ 252,500**	**$ 598,678**	**30%**	**$ 774,700**	**$ 76,478**	**91%**
Water Totals								
Totals		**$ 9,513,892**	**$ 4,825,722**	**$ 4,688,170**	**51%**	**$ 9,686,126**	**$ (172,235)**	**102%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

		2nd Quarter Actuals				Management Estimate		
GL#	**Description**	**Annual Budget**	**2nd Quarter Actual**	**Remaining Annual Budget**	**% of Total Budget**	**Year End Expense**	**Budget Balance**	**% of Total Budget**
Compensation and Benefits								
01-01-5000-100	Director Fees	10,486.00	3,420	7,066.00	33%	$ 8,550	$ 1,936	82%
01-01-5060-000	Taxes-Payroll	-	286	(285.79)	0%	714	(714)	0%
01-01-5085-000	Workers' Compensation Ins	-	24	(24.02)	0%	60	(60)	0%
Compensation and Benefits		**10,486.00**	**3,729.81**	**6,756.19**	**36%**	**9,325**	**1,161**	**89%**
Gen'l and Admin Expenses								
01-01-5320-000	Conferences & Seminars	2,712.00	78	2,634.50	3%	$ 1,500	$ 1,212	55%
01-01-5350-000	Misc Administration	2,264.00	373	1,891.34	16%	2,000	264	88%
Gen'l and Admin Expenses		**4,976.00**	**450.16**	**4,525.84**	**9%**	**3,500**	**1,476**	**70%**
Board - Water								
Totals		**15,462.00**	**4,179.97**	**11,282.03**	**27%**	**12,825**	**2,637**	**83%**

OPERATIONS

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

Q2

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Compensation and Benefits								
01-02-5000-300	Administrative Service - Labor	$ 260,643	$ 126,705	$ 133,938	49%	$ 253,411	$ 7,232	97%
01-02-5000-310	Administrative Service - OT	750	$ -	750	0%	$ -	750	0%
01-02-5000-400	Maintenance Labor	356,447	$ 171,822	184,625	48%	$ 343,644	12,803	96%
01-02-5000-410	Maintenance Labor OT	47,250	$ 3,268	43,982	7%	$ 29,000	18,250	61%
01-02-5000-500	System Operations	357,409	$ 174,043	183,366	49%	$ 348,086	9,323	97%
01-02-5000-510	System Operations OT	16,000	$ 1,853	14,147	12%	$ 9,800	6,200	61%
01-02-5000-800	Standby Pay	47,852	$ 26,944	20,908	56%	$ 53,888	(6,036)	113%
01-02-5050-000	Employer Portion of PERS	111,320	$ 58,770	52,550	53%	$ 117,540	(6,220)	106%
01-02-5060-000	Taxes-Payroll	68,588	$ 40,487	28,101	59%	$ 80,974	(12,386)	118%
01-02-5070-000	Sick Leave/Vacation	81,339	$ 63,824	17,515	78%	$ 127,647	(46,308)	157%
01-02-5080-000	Health Dental Vision	161,036	$ 91,398	69,638	57%	$ 182,796	(21,760)	114%
01-02-5082-000	Life and Disability Insurance	4,918	$ 2,159	2,759	44%	$ 4,318	600	88%
01-02-5083-000	Self Insurance	1,800	$ 856	944	48%	$ 1,713	87	95%
01-02-5084-000	Wellness Program	2,880	$ 900	1,980	31%	$ 1,800	1,080	63%
01-02-5085-000	Workers' Compensation Ins	47,034	$ 12,625	34,409	27%	$ 25,249	21,785	54%
Compensation and Benefits		**$ 1,565,266**	**$ 775,654**	**$ 789,612**	**50%**	**$ 1,579,866**	**$ (14,600)**	**101%**
Gen'l and Admin Expenses								
01-02-5180-000	Office Supplies & Misc Exp	$ 9,224	$ 1,618	$ 7,606	18%	$ 9,000	$ 224	98%
01-02-5180-100	Misc Expense - COVID-19	$ -	$ 660	$ (660)	0%	$ 1,000	$ (1,000)	0%
01-02-5320-000	Conferences & Seminars	1,884	$ 304	1,580	16%	900	984	48%
01-02-5355-000	Memberships/Subscriptions	1,500	$ 729	771	49%	600	900	40%
Gen'l and Admin Expenses		**$ 12,608**	**$ 3,311**	**$ 9,297**	**26%**	**$ 11,500**	**$ 1,108**	**91%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Operation Expense								
01-02-5150-000	Building Maintenance-Plant	31,343	$ 5,340	26,003	17%	$ 21,000	$ 10,343	67%
01-02-5170-000	Landscaping Expenses-Plant	5,029	$ 1,106	3,924	22%	6,000	(971)	119%
01-02-5200-000	Utilities-Plant	14,850	$ 7,952	6,898	54%	12,300	$ 2,550	83%
01-02-5300-000	Training-Plant	10,516	$ 580	9,936	6%	9,300	1,216	88%
01-02-5310-000	Operator Certifications-Educ	3,600	$ 983	2,617	27%	1,600	$ 2,000	44%
01-02-5330-000	Safety & Security	20,553	$ 8,429	12,125	41%	12,000	8,553	58%
01-02-5340-000	Uniforms	14,647	$ 4,599	10,049	31%	13,500	$ 1,147	92%
01-02-5350-000	Misc- Administration		$ 216	(216)	0%	200		
01-02-5360-000	Emergency Operations/Repairs	12,000	$ 8,561	3,439	71%	12,000	-	100%
01-02-5370-000	Permit & Assessment Fees		$ -	-	0%		$ -	0%
01-02-5380-000	Tools and Eq Maintenance	17,177	$ 6,220	10,958	36%	17,000	177	99%
01-02-5390-000	Nitrate Plant	82,500	$ 29,662	52,838	36%	61,500	$ 21,000	75%
01-02-5441-000	Inventory Shrinkage/Overage	20,000	$ -	20,000	0%	12,000	8,000	60%
01-02-5442-000	Inventory Disposal		$ -	-	0%	41	$ (41)	0%
01-02-5445-000	Telemetering & Signal System		$ 34	(34)	0%	-	-	0%
01-02-5460-000	Water Treatment Expense	130,000	$ 51,716	78,284	40%	120,000	$ 10,000	92%
Operation Expense		**$ 362,217**	**$ 125,398**	**$ 236,819**	**35%**	**$ 298,441**	**$ 63,976**	**82%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

		2nd Quarter Actuals				Management Estimate		
GL#	**Description**	**Annual Budget**	**2nd Quarter Actual**	**Remaining Annual Budget**	**% of Total Budget**	**Projected Year-End Expense**	**Projected Remaining Budget**	**% of Total Budget**
Water System Expense								
01-02-5400-000	Water Usage Cost Exp Well 16	$ 138,960	$ 29,886	$ 109,074	22%	$ 80,000	$ 58,960	58%
01-02-5401-000	Purchased Water FMWD	3,108,762	$ 2,002,591	1,106,171	64%	3,551,322	(442,560)	114%
01-02-5402-000	Power Purchased - Pumping	801,800	$ 422,549	379,251	53%	797,262	4,538	99%
Water System Expense		**$ 4,049,522**	**$ 2,455,026**	**$ 1,594,496**	**61%**	**$ 4,428,585**	**$ (379,063)**	**109%**
Distribution System Expense								
01-02-5423-100	Pipelines - Maintenance	$ 32,677	$ 14,354	$ 18,323	44%	$ 32,000	$ 677	98%
01-02-5423-300	Fire Hydrant Repair/Replace	15,000	$ -	15,000	0%	15,000	-	100%
01-02-5423-500	Pipelines-Trench Plate Rentals	2,000	$ -	2,000	0%		$ 2,000	0%
01-02-5423-700	Pipelines - Valves	6,000	$ -	6,000	0%	6,000	-	100%
01-02-5424-100	Reservoir Maintenance	75,000	$ 59,076	15,924	79%	75,000	$ -	100%
01-02-5424-200	Reservoir Landscape	21,000	$ 8,423	12,578	40%	20,000	1,000	95%
01-02-5425-100	Meter Maintenance	75,000	$ 3,074	71,926	4%	3,000	$ 72,000	4%
01-02-5425-300	Meter Repair/Replace/Upgrade	8,000	$ 17,903	(9,903)	224%	69,000	(61,000)	863%
01-02-5425-400	Lateral Leaks and Repairs	87,000	$ 270	86,730	0%	87,000	$ -	100%
01-02-5425-500	Meters - Trench Plate Rentals		$ -	-	0%		-	0%
01-02-5431-000	Land Lease Expense Well16		$ 8,220	(8,220)	0%		$ -	0%
01-02-5432-100	Well Site - Maintenance	62,000	$ 30,147	31,853	49%	62,000	-	100%
01-02-5432-200	Well Site - Landscape	7,000	$ 3,886	3,114	56%	7,000	$ -	100%
01-02-5433-000	Booster Pumps - Maintenance	15,000	$ 2,512	12,488	17%	15,000	-	100%
01-02-5434-000	Emergency Power Generators	25,800	$ 3,282	22,518	13%	20,500	$ 5,300	79%
01-02-5440-100	Auto/Truck Maintenance	57,292	$ 11,811	45,481	21%	56,000	1,292	98%
01-02-5440-200	Auto/Truck Maintenance-Gas	24,074	$ 7,914	16,160	33%	24,000	$ 74	100%
01-02-5440-300	Auto/Truck Maintenence-Diesel	19,235	$ 7,730	11,505	40%	19,000	235	99%
Distribution System Expense		**$ 532,078**	**$ 178,602**	**$ 353,476**	**34%**	**$ 510,500**	**$ 21,578**	**96%**
Operations - Water								
Totals		**$ 6,521,691**	**$ 3,537,991**	**$ 2,983,700**	**54%**	**$ 6,828,891**	**$ (307,000)**	**105%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Compensation and Benefits								
01-03-5000-000	Engineering Labor	$ 304,965	$ 159,998	$ 144,967	52%	$ 320,000	$ (15,035)	105%
01-03-5000-010	Engineering Labor OT	3,300	$ 696	2,604	21%	2,500	800	76%
01-03-5045-000	Automobile Allowance	3,300	$ 2,338	963	71%	3,300	-	100%
01-03-5050-000	Employer Portion of PERS	61,623	$ 32,997	28,626	54%	67,000	(5,377)	109%
01-03-5060-000	Taxes-Payroll	26,990	$ 16,973	10,017	63%	37,000	(10,010)	137%
01-03-5070-000	Sick Leave/Vacation	38,380	$ 31,592	6,788	82%	40,000	(1,620)	104%
01-03-5080-000	Health Dental Vision	57,112	$ 27,535	29,577	48%	58,000	(888)	102%
01-03-5082-000	Life and Disability Insurance	2,430	$ 916	1,514	38%	2,300	130	95%
01-03-5083-000	Self Insurance	3,600	$ 1,649	1,951	46%	3,600	-	100%
01-03-5084-000	Wellness Program	1,080	$ 443	637	41%	1,080	-	100%
01-03-5085-000	Workers' Compensation Ins	4,135	$ 1,362	2,773	33%	5,448	(1,313)	132%
Compensation and Benefits		**$ 506,915**	**$ 276,497**	**$ 230,418**	**55%**	**$ 540,228**	**$ (33,313)**	**107%**
Gen'l and Admin Expenses								
01-03-5130-000	Administrative Consultants	$ 124,950	$ 17,303	$ 107,647	14%	$ 100,000	$ 24,950	80%
01-03-5135-000	Interns	-	$ 12,486	(12,486)	0%	12,940	(12,940)	0%
01-03-5180-000	Office Supplies & Misc Exp	2,318	$ 354	1,964	15%	1,500	818	65%
01-03-5180-100	Misc Expense - COVID-19	-	$ 420	(420)	0%	500	(500)	0%
01-03-5260-000	Engineering Expense	10,821	$ 4,123	6,698	38%	11,000	(179)	102%
01-03-5300-000	Training	1,500	$ 20	1,480	1%	850	650	57%
01-03-5320-000	Conferences & Seminars	4,671	$ (102)	4,773	-2%	2,500	2,171	54%
01-03-5355-000	Memberships/Subscriptions	2,400	$ -	2,400	0%	1,110	1,290	46%
Gen'l and Admin Expenses		**$ 146,660**	**$ 34,604**	**$ 112,056**	**24%**	**$ 130,400**	**$ 16,260**	**89%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
			2nd Quarter Actuals			Management Estimate		
Operation Expense								
01-03-5370-000	Permit & Assessment Fees		$ 2,846	$ (2,846)	0%	$ 3,000	$ (3,000)	0%
Operation Expense		**$ -**	**$ 2,846**	**$ (2,846)**	**0%**	**$ 3,000**	**$ (3,000)**	**0%**
Distribution System Expense								
01-03-5410-000	Backflow Expense	$ 800	$ 73	$ 727	9%	$ 500	$ 300	63%
01-03-5423-200	Pipelines - Paving	25,000	$ 6,869	18,131	27%	10,000	15,000	40%
01-03-5423-400	Pipelines - Leak Detect/Repair	22,000	$ -	22,000	0%	25,000	(3,000)	114%
01-03-5424-100	Reservoir Maintenance	19,500	$ -	19,500	0%	16,000	3,500	82%
01-03-5425-100	Meter Maintenance		$ 891	(891)	0%	900	(900)	0%
01-03-5425-200	Meters - Paving	125,000	$ 55,724	69,276	45%	105,000	20,000	84%
01-03-5425-700	D-Job Meters/Hydrants	75,000	$ 10,042	64,958	13%	75,000	-	100%
01-03-5431-000	Land Lease Well 16	16,500	$ -	16,500	0%	16,500	-	100%
01-03-5432-300	Well Site - Lease Payment	300	$ 300	-	100%	300	-	100%
01-03-5433-000	Booster Pumps - Maintenance	35,000	$ -	35,000	0%	15,000	20,000	43%
Distribution System Expense		**$ 319,100**	**$ 73,898**	**$ 245,202**	**23%**	**$ 264,200**	**$ 54,900**	**83%**
Engineering - Water								
Totals		**$ 972,675**	**$ 387,845**	**$ 584,830**	**40%**	**$ 937,828**	**$ 34,847**	**96%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

		2nd Quarter Actuals				Management Estimate		
GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Compensation and Benefits								
01-04-5000-300	Administrative Service - Labor	$ 90,748	$ 46,946	$ 43,802	52%	$ 94,000	$ (3,252)	104%
01-04-5045-000	Automobile Allowance	1,500	$ 750	750	50%	1,500	-	100%
01-04-5050-000	Employer Portion of PERS	13,988	$ 7,007	6,981	50%	14,020	(32)	100%
01-04-5060-000	Taxes-Payroll	5,995	$ 2,831	3,164	47%	5,700	295	95%
01-04-5070-000	Sick Leave/Vacation	9,556	$ 6,246	3,311	65%	9,700	(144)	102%
01-04-5080-000	Health Dental Vision	11,549	$ 5,459	6,090	47%	11,000	549	95%
01-04-5082-000	Life and Disability Insurance	568	$ 236	332	42%	500	68	88%
01-04-5083-000	Self Insurance	1,800	$ 731	1,069	41%	1,800	-	100%
01-04-5084-000	Wellness Program	180	$ 188	(8)	104%	180	-	100%
01-04-5085-000	Workers' Compensation Ins	865	$ 234	631	27%	600	265	69%
Compensation and Benefits		**$ 136,749**	**$ 70,628**	**$ 66,120**	**52%**	**$ 139,000**	**$ (2,251)**	**102%**
Gen'l and Admin Expenses								
01-04-5130-000	Administrative Consultants	$ 22,827	$ -	$ 22,827	0%	5,000	$ 17,827	22%
01-04-5135-000	Interns	9,000	$ 881	8,119	10%	9,000	-	100%
01-04-5180-000	Office Supplies & Misc Expense	750	$ 101	649	13%	600	150	80%
01-04-5270-000	Water Conservation Expense	25,500	$ 2,256	23,244	9%	15,000	10,500	59%
01-04-5270-400	Water Conservation Rebates	5,000	$ -	5,000	0%	5,000	-	100%
01-04-5270-600	Community Outreach	20,000	$ 12,757	7,243	64%	25,000	(5,000)	125%
01-04-5320-000	Conferences & Seminars	1,884	$ -	1,884	0%	500	1,384	27%
01-04-5355-000	Memberships/Subscriptions	-	$ -	-	0%	-	-	0%
Gen'l and Admin Expenses		**$ 84,961**	**$ 15,995**	**$ 68,966**	**19%**	**$ 60,100**	**$ 24,861**	**71%**
Operation Expense								
01-04-5450-100	Lab & Sampling Expense	$ 100,000	$ 28,128	$ 71,872	28%	$ 50,000	$ 50,000	50%
01-04-5450-200	Non-Lab & Sampling	15,000	$ -	15,000	0%	-	15,000	0%
Operation Expense		**$ 115,000**	**$ 28,128**	**$ 86,872**	**24%**	**$ 50,000**	**$ 65,000**	**43%**
Regulatory - Water								
Totals		**$ 336,710**	**$ 114,751**	**$ 221,959**	**34%**	**$ 249,100**	**$ 87,610**	**74%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

		2nd Quarter Actuals				Management Estimate		
GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Compensation and Benefits								
01-05-5000-300	Administrative Service - Labor		$ (3,251)	$ 3,251	0%	$ -	$ -	0%
01-05-5000-310	Administrative Service - OT		$ -	-	0%	-	-	0%
01-05-5045-000	Automobile Allowance		$ -	-	0%	-	-	0%
01-05-5050-000	Employer Portion of PERS		$ -	-	0%	-	-	0%
01-05-5060-000	Taxes-Payroll		$ -	-	0%	-	-	0%
01-05-5070-000	Sick Leave/Vacation		$ -	-	0%	-	-	0%
01-05-5080-000	Health Dental Vision		$ 21	(21)	0%	-	-	0%
01-05-5082-000	Life and Disability Insurance		$ -	-	0%	-	-	0%
01-05-5083-000	Self Insurance		$ -	-	0%	-	-	0%
01-05-5085-000	Workers' Compensation Ins		$ -	-	0%	-	-	0%
Compensation and Benefits		**$ -**	**$ (3,230)**	**$ 3,230**	**0%**	**$ -**	**$ -**	**0%**
Gen'l and Admin Expenses								
01-05-5130-000	Administrative Consultants	$ 84,750	$ -	$ 84,750	0%	60,000	$ 24,750	71%
01-05-5180-000	Office Supplies & Misc Expense	-	$ 50	(50)	0%	-	-	0%
01-05-5190-000	Computers and Network	21,200	$ 17,075	4,125	81%	25,000	(3,800)	118%
01-05-5195-000	Computer Software	40,840	$ 68,996	(28,156)	169%	73,000	(32,160)	179%
01-05-5225-000	Enterprise Voice Com	7,950	$ 4,205	3,745	53%	10,000	(2,050)	126%
01-05-5226-000	Wireless Voice & Data	21,750	$ 8,109	13,641	37%	9,000	12,750	41%
01-05-5227-000	Data Communications - Fiber	56,475	$ 24,535	31,940	43%	30,000	26,475	53%
01-05-5300-000	Training	-	$ -	-	0%	100	(100)	0%
01-05-5320-000	Conferences & Seminars	-	$ -	-	0%	-	-	0%
01-05-5350-000	Memberships/Subscriptions	-	$ -	-	0%	360	(360)	0%
Gen'l and Admin Expenses		**$ 232,965**	**$ 122,970**	**$ 109,995**	**53%**	**$ 207,460**	**$ 25,505**	**89%**

Crescenta Valley Water District
Water Budget Variance Report
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		2nd Quarter Actuals				Management Estimate		
GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Operation Expense								
01-05-5445-100	Telemetering & Signal System	$ 21,000	$ 11,209	$ 9,791	53%	13,000	$ 8,000	62%
01-05-5445-200	SCADA Hardware	3,750	$ 11,253	(7,503)	300%	12,000	(8,250)	320%
01-05-5445-300	SCADA Software	15,000	$ 1,680	13,320	11%	12,000	3,000	80%
01-05-5445-400	SCADA Phone Lines	-	$ -	-	0%	-	-	0%
Operation Expense		**$ 39,750**	**$ 24,142**	**$ 15,608**	**61%**	**37,000**	**$ 2,750**	**93%**
Technology - Water								
Totals		**$ 272,715**	**$ 143,883**	**$ 128,833**	**53%**	**$ 244,460**	**$ 28,255**	**90%**

Crescenta Valley Water District
Water Budget Variance Report
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		2nd Quarter Actuals				Management Estimate		
Compensation and Benefits								
01-06-5000-200	Officer Salaries	$ 187,570	$ 107,341	$ 80,229	57%	$ 214,000	$ (26,430)	114%
01-06-5000-300	Administrative Service - Labor	194,492	$ 116,100	78,392	60%	230,000	(35,508)	118%
01-06-5000-310	Administrative Service - OT	5,000	$ 1,029	3,971	21%	3,000	2,000	60%
01-06-5045-000	Automobile Allowance	5,400	$ 2,700	2,700	50%	5,400	-	100%
01-06-5047-000	Phone Allowance	1,200	$ 126	1,074	11%	1,000	200	83%
01-06-5050-000	Employer Portion of PERS	253,137	$ 119,412	133,725	47%	260,000	(6,863)	103%
01-06-5060-000	Taxes-Payroll	32,877	$ 9,916	22,961	30%	32,000	877	97%
01-06-5070-000	Sick Leave/Vacation	45,089	$ 19,418	25,672	43%	65,000	(19,911)	144%
01-06-5080-000	Health Dental Vision	73,371	$ 31,275	42,096	43%	70,000	3,371	95%
01-06-5080-100	Retiree Health Care Expense	108,000	$ -	108,000	0%	108,000	-	100%
01-06-5082-000	Life and Disability Insurance	2,908	$ 1,125	1,782	39%	2,800	108	96%
01-06-5083-000	Self Insurance	7,200	$ 2,683	4,517	37%	7,000	200	97%
01-06-5084-000	Wellness Program	1,260	$ 603	657	48%	1,260	-	100%
01-06-5085-000	Workers' Compensation Ins	5,533	$ 1,464	4,069	26%	3,000	2,533	54%
Compensation and Benefits		**$ 923,037**	**$ 413,191**	**$ 509,846**	**45%**	**$ 1,002,460**	**$ (79,423)**	**109%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actuals: 2nd Quarter Actual	2nd Quarter Actuals: Remaining Annual Budget	2nd Quarter Actuals: % of Total Budget	Management Estimate: Projected Year-End Expense	Management Estimate: Projected Remaining Budget	Management Estimate: % of Total Budget
Gen'l and Admin Expenses								
01-06-5090-000	GL, Property, Fidelity Ins	$ 76,500	$ 32,014	$ 44,486	42%	$ 64,000	$ 12,500	84%
01-06-5100-000	Accounting	9,750	$ 6,465	3,285	66%	9,750	-	100%
01-06-5125-000	Legal	90,000	$ 39,772	50,228	44%	98,000	(8,000)	109%
01-06-5130-000	Administrative Consultants	22,458	$ 32,739	(10,281)	146%	23,000	(542)	102%
01-06-5135-000	Interns	-	$ 311	(311)	0%	311	(311)	0%
01-06-5140-000	Election Expense	40,000	$ -	40,000	0%	-	40,000	0%
01-06-5150-000	Building Maintenance	13,226	$ 4,356	8,870	33%	5,000	8,226	38%
01-06-5170-000	Landscaping Expense	6,328	$ 2,573	3,755	41%	6,000	328	95%
01-06-5180-000	Office Supplies & Misc Expense	3,000	$ 2	2,998	0%	2,500	500	83%
01-06-5180-100	Misc Expense - COVID-19	-	$ 432	(432)	0%	2,501	(2,501)	0%
01-06-5200-000	Utilities	24,027	$ 9,566	14,461	40%	22,800	1,227	95%
01-06-5230-000	Printing Postage Stationery	36,050	$ 15,538	20,512	43%	36,000	50	100%
01-06-5250-000	Water System Fees	60,000	$ 43,103	16,897	72%	60,000	-	100%
01-06-5300-000	Training	3,750	$ 1,918	1,832	51%	2,500	1,250	67%
01-06-5320-000	Conferences & Seminars	4,370	$ (587)	4,957	-13%	1,000	3,370	23%
01-06-5350-000	Misc Administration	3,649	$ 1,894	1,755	52%	7,500	(3,851)	206%
01-06-5355-000	Memberships/Subscriptions	22,500	$ 23,897	(1,397)	106%	22,000	500	98%
01-06-5365-000	Bank Charges	27,000	$ 983	26,017	4%	25,000	2,000	93%
Gen'l and Admin Expenses		**$ 442,608**	**$ 214,977**	**$ 227,631**	**49%**	**$ 387,862**	**$ 54,746**	**88%**

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Depreciation Expense								
01-06-5800-000	Depreciation - Office	$ -	$ -	$ -	0%	$ -	$ -	0%
Depreciation Expense		**$ -**	**$ -**	**$ -**	**0%**	**$ -**	**$ -**	**0%**
Non-Operating Expense								
01-06-5910-000	Interest Expense - Notes		$ 14,548	$ (14,548)	0%	$ 269,000	$ (269,000)	0%
01-06-5920-100	Rental Expenses - PA House	1,071	$ -	1,071	0%	2,200	(1,129)	205%
01-06-5920-200	Rental Expenses - Sycamore	1,385	$ -	1,385	0%	1,000	385	72%
01-06-5920-300	Rental Expenses - Mills	11,538	$ 2,305	9,233	20%	6,000	5,538	52%
Non-Operating Expense		**$ 13,994**	**$ 16,852**	**$ 11,689**	**120%**	**$ 278,200**	**$ (264,206)**	**1988%**
Operation Expense								
01-06-5145-000	Taxes-Property	$ 15,000	$ 7,020	$ 7,980	47%	$ 14,000	$ 1,000	93%
Operation Expense		**$ 15,000**	**$ 7,020**	**$ 7,980**	**47%**	**$ 14,000**	**$ 1,000**	**93%**
Administration - Water								
Totals		**$ 1,394,639**	**$ 652,041**	**$ 757,146**	**47%**	**$ 1,682,522**	**$ (287,883)**	**121%**

SUMMARY

Crescenta Valley Water District
Wastewater Budget Variance Report
Summary - As of December 31, 2020 (50% of Year)

Q2

Description		Annual Budget	2nd Quarter Actual (6 Month Actuals (50%))	Remaining Annual Budget	% of Total Budget	Management Estimate: Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Revenue								
	Wastewater - User Charges	$ 3,327,575	$ 1,733,287	$ 1,594,288	52%	$ 3,490,000	$ (162,425)	105%
	Interest Income Wastewater	500	1,098	(598)	220%	2,300	(1,800)	460%
	Other Income Wastewater	7,500	9,940	2,585	133%	10,012	(2,512)	133%
	Construction Revenue	29,000	15,553	13,447	54%	29,000	-	100%
Revenue		**$ 3,364,575**	**$ 1,759,878**	**$ 1,609,722**	**52%**	**$ 3,531,312**	**$ (166,737)**	**105%**
Expenses								
	Labor & Benefits	1,651,250	722,688	928,562	44%	1,562,586	88,664	95%
	City of LA Sewer Services	1,849,900	514,930	1,334,970	28%	1,849,900	-	100%
	Operating Cost	548,839	209,690	339,149	38%	510,824	38,015	93%
Expenses		**$ 4,049,989**	**$ 1,447,308**	**$ 2,602,681**	**36%**	**$ 3,923,310**	**$ 126,679**	**97%**
	Infrastructure	175,000	35,854	139,146	**20%**	175,000	-	100%
	Capital Outlays & Equip	64,500	23,698	40,802	**37%**	64,500	-	100%
	OPEB	-		-	**0%**	-	-	
Total CIP & OPEB		**239,500**	**59,552**	**179,948**	**25%**	**$ 239,500**	**$ -**	**100%**
Net Revenue minus Expenses		**(924,914)**	**253,018**			**(631,498)**		

Crescenta Valley Water District
Wastewater Budget Variance Report
Revenue - As of December 31, 2020 (50% of Year)

Description		Annual Budget	2nd Quarter Actuals: 2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Management Estimate: Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Revenue								
4010-000	Sewage Disposal Sales	$ 3,327,575	$ 1,733,287	$ 1,594,288	52%	$ 3,490,000	$ (162,425)	105%
4220-000	Property Owner Assessments	25,000	$ 15,553	9,447	62%	27,000	(2,000)	108%
4225-000	Sewer Permits	4,000	$ -	4,000	0%	2,000	2,000	50%
4230-000	Other Income	-	$ -	-	0%	200	(200)	0%
4240-000	Interest Earned - Sewer	500	$ 1,098	(598)	220%	2,300	(1,800)	460%
4260-000	Unrealized Gain/Loss on Invest	-	$ -	-	0%	-	-	0%
4265-000	Fair Value Adjustment	-	$ -	-	0%	-	-	0%
4270-000	Gain/Loss Sale of Investments	-	$ -	-	0%	-	-	0%
4275-001	Rental Income - PA House	3,000	$ 1,810	1,190	60%	3,600	(600)	120%
4275-002	Rental Income - Sycamore House	4,500	$ 3,105	1,395	69%	6,212	(1,712)	138%
4275-003	Rental Income - Mills House	-	$ 5,025	(5,025)	0%	10,000	(10,000)	0%
Revenue		**$ 3,364,575**	**$ 1,759,878**	**$ 1,609,722**	**52%**	**$ 3,531,312**	**$ (166,737)**	**105%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of December 31, 2020 (50% of Year)

			2nd Quarter Actuals			Management Estimate		
	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Compensation and Benefits								
5000-100	Director Fees	$ 9,743	$ 2,700	$ 7,043	28%	$ 8,000	$ 1,743	82%
5000-200	Officer Salaries	187,571	107,341	80,230	57%	214,000	(26,429)	114%
5000-300	Administrative Service - Labor	296,244	124,541	171,703	42%	286,000	10,244	97%
5000-310	Administrative Service - OT	4,750	1,067	3,683	22%	2,200	2,550	46%
5000-350	Engineering Labor	143,322	53,999	89,323	38%	130,000	13,322	91%
5000-360	Engineering Labor OT	1,100	276	824	25%	1,000	100	91%
5000-400	Maintenance Labor	190,056	81,457	108,599	43%	172,000	18,056	90%
5000-410	Maintenance Labor OT	22,000	2,345	19,655	11%	10,000	12,000	45%
5000-800	Standby Pay	14,929	4,462	10,467	30%	18,000	(3,071)	121%
5045-000	Automobile Allowance	10,200	4,413	5,787	43%	10,200	-	100%
5047-000	Phone Allowance	1,200	-	1,200	0%	1,200	-	100%
5050-000	Employer Portion of PERS	293,379	145,011	148,368	49%	291,900	1,479	99%
5060-000	Taxes - Payroll	86,778	27,316	59,462	31%	57,500	29,278	66%
5070-000	Sick Leave/Vacation	58,121	47,249	10,872	81%	79,000	(20,879)	136%
5080-000	Health Dental Vision	202,045	102,426	99,619	51%	209,300	(7,255)	104%
5080-100	Retiree Health Care Expense	72,000	-	72,000	0%	32,000	40,000	44%
5082-000	Life and Disability Insurance	7,216	2,956	4,260	41%	7,370	(154)	102%
5083-000	Self Insurance	9,600	3,945	5,655	41%	9,000	600	94%
5084-000	Wellness Program	3,600	712	2,888	20%	3,480	120	97%
5085-000	Workers' Compensation Ins	37,396	10,472	26,924	28%	20,436	16,960	55%
Compensation and Benefits		**$ 1,651,250**	**$ 722,688**	**$ 928,562**	**44%**	**$ 1,562,586**	**$ 88,664**	**95%**

EXPENSE

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of December 31, 2020 (50% of Year)

Q2

Description		Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Gen'l and Admin Expenses								
5090-000	GL, Property, Fidelity Ins	76,500	32,014	44,486	42%	65,000	11,500	85%
5100-000	Accounting	9,750	7,290	2,460	75%	9,750	-	100%
5125-000	Legal	30,000	8,730	21,270	29%	30,000	-	100%
5130-000	Administrative Consultants	66,514	6,706	59,808	10%	51,500	15,014	77%
5135-000	Interns	-	4,118	(4,118)	0%	4,380	(4,380)	0%
5150-000	Building Maintenance	15,031	3,081	11,950	20%	13,000	2,031	86%
5170-000	Landscaping Expense	5,143	1,939	3,204	38%	5,100	43	99%
5180-000	Office Supplies & Misc Expense	16,444	2,376	14,068	14%	13,100	3,344	80%
5190-000	Computers and Network	7,067	5,392	1,675	76%	8,000	(933)	113%
5195-000	Computer Software	13,613	22,999	(9,386)	169%	24,000	(10,387)	176%
5200-000	Utilities	12,923	4,425	8,498	34%	12,400	523	96%
5225-000	Enterprise Voice Communication	2,650	3,304	(654)	125%	3,500	(850)	132%
5226-000	Wireless Voice & Data	7,250	2,422	4,828	33%	4,000	3,250	55%
5227-000	Data Communications - Fiber	18,825	8,620	10,205	46%	17,500	1,325	93%
5230-000	Printing Postage Stationery	36,050	14,998	21,052	42%	36,000	50	100%
5260-000	Engineering Expense	3,579	1,169	2,410	33%	3,500	79	98%
5300-000	Training	5,234	317	4,917	6%	4,500	734	86%
5320-000	Conferences & Seminars	$ 5,079	$ 269	$ 4,810	5%	$ 3,300	$ 1,779	65%
5350-000	Misc Administration	2,287	981	1,306	43%	2,452	(165)	107%
5355-000	Memberships/Subscriptions	8,800	835	7,965	9%	8,600	200	98%
5365-000	Bank Charges	27,000	10,694	16,306	40%	24,000	3,000	89%
Gen'l and Admin Expenses		**$ 369,739**	**$ 142,679**	**$ 227,060**	**39%**	**$ 343,582**	**$ 26,157**	**93%**

Crescenta Valley Water District

Wastewater Budget Variance Report

Expense - As of December 31, 2020 (50% of Year)

Description		Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Non-Operating Expense								
5920-100	Rental Expenses - PA House	$ 429	$ -	$ 429	0%	$ -	$ 429	0%
5920-200	Rental Expenses - Sycamore	415	-	415	0%	-	415	0%
5920-300	Rental Expenses - Mills House	3,462	1,164	2,298	34%	-	3,462	0%
Non-Operating Expense		**$ 4,306**	**$ 1,164**	**$ 3,142**	**27%**	**$ -**	**$ 844**	**0%**
Operations Expense								
5145-000	Taxes-Property	$ 1,500	$ 2,340	$ (840)	156%	$ 1,500	$ -	100%
5310-000	Operator Certifications-Educ	900	113	787	13%	900	-	100%
5330-000	Safety & Security	7,447	9,393	(1,946)	126%	11,000	(3,553)	148%
5340-000	Uniforms	5,153	1,148	4,005	22%	5,000	153	97%
5360-000	Emergency Operations/Repairs	12,000	-	12,000	0%	-	12,000	0%
5380-000	Tools and Eq Maintenance	18,323	10,303	8,020	56%	18,300	23	100%
5402-000	Power Purchased - Lift Stn	-	300	(300)	0%	300	(300)	0%
5445-100	Telemetering & Signal System	7,000	1,675	5,325	24%	4,000	3,000	57%
5445-200	SCADA Hardware	1,250	3,050	(1,800)	244%	4,000	(2,750)	320%
5445-300	SCADA Software	5,000	320	4,680	6%	4,000	1,000	80%
5445-400	SCADA Phone Lines	-	-	-	0%	-	-	0%
Operations Expense		**$ 58,573**	**$ 28,642**	**$ 29,931**	**49%**	**$ 49,000**	**$ 9,573**	**84%**

EXPENSE

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of December 31, 2020 (50% of Year)

Q2

Description		Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Wastewater System Expense								
5434-000	Emergency Power Generators	$ -	$ -	$ -	0%	$ 1,742	$ (1,742)	0%
5700-000	Wastewater System Expense	1,849,900	514,930	1,334,970	28%	1,849,900	-	100%
Wastewater System Expense		**$ 1,849,900**	**$ 514,930**	**$ 1,334,970**	**28%**	**$ 1,851,642**	**$ (1,742)**	**100%**
Collection System Expense								
5423-000	Pipelines - Maintenance	$ -	$ -	$ -	0%	$ -	$ -	0%
5423-100	Pipelines - Maintenance	12,323	6,629	5,694	54%	15,000	(2,677)	122%
5440-100	Auto/Truck Maintenance	29,707	11,846	17,861	40%	27,000	2,707	91%
5440-200	Auto/Truck Maintenance-Gas	7,526	2,364	5,162	31%	7,000	526	93%
5440-300	Auto/Truck Maintenance-Diesel	6,665	3,080	3,585	46%	6,500	165	98%
5621-000	Sewer Flow Monitoring Expense	15,000	8,100	6,900	54%	19,000	(4,000)	127%
5624-000	Sewer Camera Van Inspection	10,000	130	9,870	1%	8,000	2,000	80%
5625-000	Sewer Interceptor Maintenance	20,000	214	19,786	1%	20,000	-	100%
5628-000	Sewer Lift Station Maintenance	15,000	4,842	10,158	32%	14,000	1,000	93%
Collection System Expense		**$ 116,221**	**$ 37,205**	**$ 79,016**	**32%**	**$ 116,500**	**$ (279)**	**100%**
Wastewater Totals								
Totals		**$ 4,049,989**	**$ 1,447,308**	**$ 2,602,681**	**36%**	**$ 3,923,310**	**$ (588)**	**97%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Board - As of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Compensation and Benefits								
02-01-5000-100	Director Fees	$ 9,743	$ 2,700	$ 7,043	28%	$ 8,000	$ 1,743	82%
02-01-5060-000	Taxes - Payroll	-	286	(286)	-	700	(700)	0%
02-01-5085-000	Workers' Compensation Ins	-	16	(16)	-	36	(36)	0%
Compensation and Benefits		**$ 9,743**	**$ 3,002**	**$ 6,741**	**31%**	**$ 8,736**	**$ 1,007**	**90%**
Gen'l and Admin Expenses								
02-01-5320-000	Conferences & Seminars	$ 888	$ 48	$ 840	5%	$ 500	$ 388	56%
02-01-5350-000	Misc Administration	736	46	690	6%	200	536	27%
Gen'l and Admin Expenses		**$ 1,624**	**$ 94**	**$ 1,530**	**6%**	**$ 700**	**$ 924**	**43%**
Board - Wastewater								
Totals		**11,367.00**	**3,096.00**	**8,271.00**	**27%**	**9,436**	**1,931**	**83%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
			2nd Quarter Actuals			Management Estimate		
Compensation and Benefits								
02-02-5000-300	Administrative Service - Labor	$ 71,503	$ 23,261	$ 48,242	33%	$ 79,000	$ (7,497)	110%
02-02-5000-310	Administrative Service - OT	250	$ 38	212	15%	200	50	80%
02-02-5000-400	Maintenance Labor	190,056	$ 81,457	108,599	43%	172,000	18,056	90%
02-02-5000-410	Maintenance Labor OT	22,000	$ 2,345	19,655	11%	10,000	12,000	45%
02-02-5000-800	Standby Pay	14,929	$ 4,462	10,467	30%	18,000	(3,071)	121%
02-02-5050-000	Employer Portion of PERS	74,213	$ 39,180	35,033	53%	77,500	(3,287)	104%
02-02-5060-000	Taxes-Payroll	42,865	$ 9,569	33,296	22%	18,000	24,865	42%
02-02-5070-000	Sick Leave/Vacation	27,113	$ 14,751	12,362	54%	30,500	(3,387)	112%
02-02-5080-000	Health Dental Vision	107,358	$ 60,932	46,426	57%	123,000	(15,642)	115%
02-02-5082-000	Life and Disability Insurance	3,278	$ 1,439	1,839	44%	3,500	(222)	107%
02-02-5083-000	Self Insurance	1,200	$ 571	629	48%	1,200	-	100%
02-02-5084-000	Wellness Program	1,920	$ 300	1,620	16%	1,920	-	100%
02-02-5085-000	Workers' Compensation Ins	30,374	$ 8,416	21,958	28%	16,000	14,374	53%
Compensation and Benefits		**$ 587,059**	**$ 246,721**	**$ 340,338**	**42%**	**$ 550,820**	**$ 36,239**	**94%**
Gen'l and Admin Expenses								
02-02-5180-000	Office Supplies & Misc Expense	$ 10,376	$ 1,517	$ 8,859	15%	$ 9,000	$ 1,376	87%
02-02-5320-000	Conferences & Seminars	616	$ 71	545	12%	500	116	81%
02-02-5355-000	Memberships/Subscriptions	500	$ 144	356	0%	500	-	100%
Gen'l and Admin Expenses		**$ 11,492**	**$ 1,732**	**$ 9,760**	**0%**	**$ 10,000**	**$ 1,492**	**87%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Operation Expense								
02-02-5150-000	Building Maintenance-Plant	$ 10,657	$ 1,780	$ 8,877	17%	$ 10,000	$ 657	94%
02-02-5170-000	Landscaping Expense-Plant	2,971	$ 905	2,066	30%	2,900	71	98%
02-02-5200-000	Utilities-Plant	4,950	$ 1,276	3,674	26%	4,900	50	99%
02-02-5300-000	Training-Plant	3,484	$ 127	3,357	4%	3,400	84	98%
02-02-5310-000	Operator Certifications-Educ	900	$ 113	787	13%	900	-	100%
02-02-5330-000	Safety & Security	7,447	$ 9,393	(1,946)	126%	11,000	(3,553)	148%
02-02-5350-000	Misc Administration	-	$ 126	(126)	0%	252	(252)	0%
02-02-5340-000	Uniforms	5,153	$ 1,148	4,005	22%	5,000	153	97%
02-02-5360-000	Emergency Operations/Repairs	12,000	$ -	12,000	0%	-	12,000	0%
02-02-5380-000	Tools and Eq Maintenance	18,323	$ 10,303	8,020	56%	18,300	23	100%
02-02-5402-000	Power Purchased - Lift Stn	-	$ 300	(300)	0%	300	(300)	0%
Operation Expense		**$ 65,885**	**$ 25,471**	**$ 40,414**	**39%**	**$ 56,952**	**$ 8,933**	**86%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Collection System Expense								
02-02-5423-100	Pipelines - Maintenance	12,323	$ 6,629	5,694	54%	$ 15,000	(2,677)	122%
02-02-5440-100	Auto/Truck Maintenance	29,707	$ 11,846	17,861	40%	27,000	2,707	91%
02-02-5440-200	Auto/Truck Maintenance-Gas	7,526	$ 2,364	5,162	31%	7,000	526	93%
02-02-5440-300	Auto/Truck Maintenance-Diesel	6,665	$ 3,080	3,585	46%	6,500	165	98%
02-02-5621-000	Sewer Flow Monitoring Expense	-	$ 4,050	(4,050)	0%	4,000	(4,000)	0%
02-02-5624-000	Sewer Camera Van Inspection	10,000	$ 130	9,870	1%	8,000	2,000	80%
02-02-5625-000	Sewer Interceptor Maintenance	20,000	$ 214	19,786	1%	20,000	-	100%
02-02-5628-000	Sewer Lift Station Maintenance	15,000	$ 4,842	10,158	32%	14,000	1,000	93%
Collection System Expense		**$ 101,221**	**$ 33,155**	**$ 68,066**	**33%**	**$ 101,500**	**$ (279)**	**100%**
Wastewater System Expense								
02-02-5434-000	Emergency Power Generators	$ -	$ -	$ -	0%	$ 1,742	$ (1,742)	0%
02-02-5700-000	Wastewater System Expense	1,849,900	$ 514,930	1,334,970	28%	1,849,900	-	100%
Wastewater System Expense		**$ 1,849,900**	**$ 514,930**	**$ 1,334,970**	**28%**	**$ 1,851,642**	**$ (1,742)**	**100%**
Operations - Wastewater								
Totals		**$ 2,615,557**	**$ 822,009**	**$ 1,793,548**	**31%**	**$ 2,570,914**	**$ 44,643**	**98%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Engineering - As of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Compensation and Benefits								
02-03-5000-000	Engineering Labor	$ 143,322	$ 53,999	$ 89,323	38%	$ 130,000	$ 13,322	91%
02-03-5000-010	Engineering Labor OT	1,100	$ 276	824	25%	1,000	100	91%
02-03-5045-000	Automobile Allowance	3,300	$ 963	2,337	29%	3,300	-	100%
02-03-5050-000	Employer Portion of PERS	41,082	$ 21,998	19,084	54%	45,000	(3,918)	110%
02-03-5060-000	Taxes-Payroll	17,909	$ 5,658	12,251	32%	13,000	4,909	73%
02-03-5070-000	Sick Leave/Vacation	12,793	$ 11,096	1,697	87%	30,000	(17,207)	235%
02-03-5080-000	Health Dental Vision	38,074	$ 18,357	19,717	48%	40,000	(1,926)	105%
02-03-5082-000	Life and Disability Insurance	1,620	$ 610	1,010	38%	1,500	120	93%
02-03-5083-000	Self Insurance	2,400	$ 1,099	1,301	46%	2,200	200	92%
02-03-5084-000	Wellness Program	720	$ 148	572	21%	600	120	83%
02-03-5085-000	Workers' Compensation Ins	2,756	$ 908	1,848	33%	2,000	756	73%
Compensation and Benefits		**$ 265,076**	**$ 115,112**	**$ 149,964**	**43%**	**$ 268,600**	**$ (3,524)**	**101%**
Gen'l and Admin Expenses								
02-03-5130-000	Administrative Consultants	$ 22,050	$ -	$ 22,050	0%	$ 10,000	$ 12,050	45%
02-03-5135-000	Interns	-	$ 4,118	(4,118)	0%	4,380	(4,380)	0%
02-03-5180-000	Office Supplies & Misc Expense	2,318	$ 303	2,015	13%	1,500	818	65%
02-03-5180-100	Misc Expense - COVID-19		$ 280	(280)	0%	1,501	(1,501)	0%
02-03-5260-000	Engineering Expense	3,579	$ 1,169	2,410	33%	3,500	79	98%
02-03-5300-000	Training	500	$ 5	495	1%	300	200	60%
02-03-5320-000	Conferences & Seminars	1,529	$ 12	1,517	1%	1,000	529	65%
02-03-5355-000	Memberships/Subscriptions	800	$ -	800	0%	500	300	63%
Gen'l and Admin Expenses		**$ 30,776**	**$ 5,887**	**$ 24,889**	**19%**	**$ 22,681**	**$ 8,095**	**74%**
Collection System Expense								
02-03-5621-000	Sewer Flow Monitoring Expense	$ 15,000	$ 4,050	$ 10,950	27%	15,000	$ -	100%
Collection System Expense		**$ 15,000**	**$ 4,050**	**$ 10,950**	**27%**	**$ 15,000**	**$ -**	**100%**
Engineering - Wastewater								
Totals		**$ 310,852**	**$ 125,049**	**$ 185,803**	**40%**	**$ 306,281**	**$ 4,571**	**99%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Regulatory - As of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
		2nd Quarter Actuals				Management Estimate		
Compensation and Benefits								
02-04-5000-300	Administrative Service - Labor	$ 30,249	$ 16,188	$ 14,061	54%	$ 33,000	$ (2,751)	109%
02-04-5045-000	Automobile Allowance	1,500	$ 750	750	50%	1,500	-	100%
02-04-5050-000	Employer Portion of PERS	9,325	$ 4,672	4,653	50%	9,400	(75)	101%
02-04-5060-000	Taxes-Payroll	3,997	$ 1,887	2,110	47%	3,800	197	95%
02-04-5070-000	Sick Leave/Vacation	3,185	$ 2,131	1,054	67%	3,500	(315)	110%
02-04-5080-000	Health Dental Vision	7,699	$ 3,640	4,059	47%	7,300	399	95%
02-04-5082-000	Life and Disability Insurance	379	$ 157	222	41%	370	9	98%
02-04-5083-000	Self Insurance	1,200	$ 487	713	41%	1,200	-	100%
02-04-5084-000	Wellness Program	120	$ 63	57	53%	120	-	100%
02-04-5085-000	Workers' Compensation Ins	577	$ 156	421	27%	400	177	69%
Compensation and Benefits		**$ 58,231**	**$ 30,131**	**$ 28,100**	**52%**	**$ 60,590**	**$ (2,359)**	**104%**
Gen'l and Admin Expenses								
02-04-5130-000	Administrative Consultants	$ 8,173	$ -	$ 8,173	0%	$ 5,000	$ 3,173	61%
02-04-5135-000	Interns	$ -	$ 294	$ (294)	0%	$ 300	$ (300)	0%
02-04-5180-000	Office Supplies & Misc Expense	750	$ 101	649	13%	$ 600	$ 150	80%
02-04-5320-000	Conferences & Seminars	616	$ -	616	0%	$ 300	$ 316	49%
Gen'l and Admin Expenses		**$ 8,923**	**$ 395**	**$ 8,528**	**4%**	**$ 5,900**	**$ 3,023**	**66%**
Regulatory - Wastewater								
Totals		**$ 67,154**	**$ 30,526**	**$ 36,628**	**45%**	**$ 66,490**	**$ 664**	**99%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Technology - As of December 31, 2020 (50% of Year)

		2nd Quarter Actuals				Management Estimate		
GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Compensation and Benefits								
Compensation and Benefits		**$ -**	**$ -**	**$ -**	**0%**	**$ -**	**$ -**	**0%**
Gen'l and Admin Expenses								
02-05-5130-000	Administrative Consultants	$ 28,250	$ -	$ 28,250	0%	$ 28,000	$ 250	99%
02-05-5180-000	Office Supplies & Misc Expense	-	$ -	-	0%	-	-	0%
02-05-5190-000	Computers and Network	7,067	$ 5,392	1,675	76%	8,000	(933)	113%
02-05-5195-000	Computer Software	13,613	$ 22,999	(9,386)	169%	24,000	(10,387)	176%
02-05-5225-000	Enterprise Voice Com	2,650	$ 3,304	(654)	125%	3,500	(850)	132%
02-05-5226-000	Wireless Voice & Data	7,250	$ 2,422	4,828	33%	4,000	3,250	55%
02-05-5227-000	Data Communications - Fiber	18,825	$ 8,620	10,205	46%	17,500	1,325	93%
02-05-5300-000	Training	-	$ -	-	0%	-	-	0%
02-05-5320-000	Conferences & Seminars	-	$ -	-	0%	-	-	0%
02-05-5355-000	Memberships/Subscriptions	-	$ -	-	0%	100	(100)	0%
Gen'l and Admin Expenses		**$ 77,655**	**$ 42,737**	**$ 34,918**	**55%**	**$ 85,100**	**$ (7,445)**	**110%**
Operation Expense								
02-05-5445-100	Telemetering & Signal System	$ 7,000	$ 1,675	$ 5,325	24%	$ 4,000	$ 3,000	57%
02-05-5445-200	SCADA Hardware	1,250	$ 3,050	(1,800)	244%	4,000	(2,750)	320%
02-05-5445-300	SCADA Software	5,000	$ 320	4,680	6%	4,000	1,000	80%
02-05-5445-400	SCADA Phone Lines	-	$ -	-	0%	-	-	0%
Operation Expense		**$ 13,250**	**$ 5,045**	**$ 8,205**	**38%**	**$ 12,000**	**$ 1,250**	**91%**
Technology - Wastewater								
Total Expense		**$ 90,905**	**$ 47,782**	**$ 43,123**	**53%**	**$ 97,100**	**$ (6,195)**	**107%**

Crescenta Valley Water District
Wastewater Budget Variance Report
Administration - As of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget (2nd Quarter Actuals)	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense (Management Estimate)	Projected Remaining Budget	% of Total Budget
Compensation and Benefits								
02-06-5000-200	Officer Salaries	$ 187,571	$ 107,341	$ 80,230	57%	$ 214,000	$ (26,429)	114%
02-06-5000-300	Administrative Service - Labor	194,492	$ 85,092	109,400	44%	174,000	20,492	89%
02-06-5000-310	Administrative Service - OT	4,500	$ 1,029	3,471	23%	2,000	2,500	44%
02-06-5045-000	Automobile Allowance	5,400	$ 2,700	2,700	50%	5,400	-	100%
02-06-5047-000	Phone Allowance	1,200	$ -	1,200	0%	1,200	-	100%
02-06-5050-000	Employer Portion of PERS	168,759	$ 79,161	89,598	47%	160,000	8,759	95%
02-06-5060-000	Taxes-Payroll	22,007	$ 9,916	12,091	45%	22,000	7	100%
02-06-5070-000	Sick Leave/Vacation	15,030	$ 19,271	(4,241)	128%	15,000	30	100%
02-06-5080-000	Health Dental Vision	48,914	$ 19,497	29,417	40%	39,000	9,914	80%
02-06-5080-100	Retiree Health Care Expense	72,000	$ -	72,000	0%	32,000	40,000	44%
02-06-5082-000	Life and Disability Insurance	1,939	$ 750	1,189	39%	2,000	(61)	103%
02-06-5083-000	Self Insurance	4,800	$ 1,788	3,012	37%	4,400	400	92%
02-06-5084-000	Wellness Program	840	$ 201	639	24%	840	-	100%
02-06-5085-000	Workers' Compensation Ins	3,689	$ 976	2,713	26%	2,000	1,689	54%
Compensation and Benefits		**$ 731,141**	**$ 327,722**	**$ 403,419**	**45%**	**$ 673,840**	**$ 57,301**	**92%**

Crescenta Valley Water District

Wastewater Budget Variance Report

Administration - As of December 31, 2020 (50% of Year)

GL#	Description	Annual Budget	2nd Quarter Actual	Remaining Annual Budget	% of Total Budget	Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
Gen'l and Admin Expenses								
02-06-5090-000	GL, Property, Fidelity Ins	$ 76,500	$ 32,014	$ 44,486	42%	$ 65,000	$ 11,500	85%
02-06-5100-000	Accounting	9,750	$ 7,290	2,460	75%	9,750	-	100%
02-06-5125-000	Legal	30,000	$ 8,730	21,270	29%	30,000	-	100%
02-06-5130-000	Administrative Consultants	8,041	$ 6,706	1,335	83%	8,500	(459)	106%
02-06-5150-000	Building Maintenance	4,374	$ 1,301	3,073	30%	3,000	1,374	69%
02-06-5170-000	Landscaping Expense	2,172	$ 1,034	1,138	48%	2,200	(28)	101%
02-06-5180-000	Office Supplies & Misc Expense	3,000	$ 455	2,545	15%	2,000	1,000	67%
02-06-5200-000	Utilities	7,973	$ 3,149	4,824	39%	7,500	473	94%
02-06-5230-000	Printing Postage Stationery	36,050	$ 14,998	21,052	42%	36,000	50	100%
02-06-5300-000	Training	1,250	$ 185	1,065	15%	800	450	64%
02-06-5320-000	Conferences & Seminars	1,430	$ 138	1,292	10%	1,000	430	70%
02-06-5350-000	Misc Administration	1,551	$ 809	742	52%	2,000	(449)	129%
02-06-5355-000	Memberships/Subscriptions	7,500	$ 691	6,809	9%	7,500	-	100%
02-06-5365-000	Bank Charges	27,000	$ 10,694	16,306	40%	24,000	3,000	89%
Gen'l and Admin Expenses		**$ 216,591**	**$ 88,194**	**$ 128,397**	**41%**	**$ 199,250**	**$ 17,341**	**92%**
Non-Operating Expense								
02-06-5920-100	Rental Expenses - PA House	$ 429	$ -	$ 429	0%	$ -	$ 429	0%
02-06-5920-200	Rental Expenses - Sycamore	415	$ -	415	0%	-	415	0%
02-06-5920-300	Rental Expenses - Mills	3,462	$ 1,164	2,298	34%	3,000	462	87%
Non-Operating Expense		**$ 4,306**	**$ 1,164**	**$ 3,142**	**27%**	**$ 3,000**	**$ 1,306**	**70%**
Operation Expense								
02-06-5145-000	Taxes-Property	$ 1,500	$ 2,340	$ (840)	156%	$ 1,500	$ -	100%
Operation Expense		**$ 1,500**	**$ 2,340**	**$ (840)**	**156%**	**$ 1,500**	**$ -**	**100%**
Administration - Wastewater								
Total Expense		**$ 953,538**	**$ 419,420**	**$ 534,118**	**44%**	**$ 877,590**	**$ 75,948**	**92%**

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3
January 26, 2021

To: Honorable President and Members of the Board of Directors

From: Brook Yared, M.S., P.E. –Engineering Manager

Subject: **Award of Contract - 8-inch Water Main Replacement – Project 4, Project E-1022**

ACTION ITEM:

8-inch Water Main Replacement – Project 4, Project E-1022

a. Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, Robert Brkich, Inc., for the construction of approximately 2,140 lineal feet of pipeline replacement on the 4800 Block of Dyer Ave, 2800 Block of El Caminito St, 4800 Block of Glenwood Ave, 2800 Block of Stevens St, and 2700 Block of Paraiso Way at a cost of $455,675 and establish a contingency amount of $45,567 (10% of contract) to cover the cost of unforeseen or additional work.

b. Consideration and motion to authorize the General Manager to enter into an agreement with Dudek for construction management and inspection services for the pipeline replacement project at a cost not-to-exceed $123,640.

BACKGROUND:

The District's goal is to replace a minimum of one (1) mile, or 5,280 linear feet, of pipeline which is 50 years or older, per year, which was included as part of the FY 20/21 CIP budget. One of the pipeline projects planned to be replaced this year is on the 4800 Block of Dyer Ave, 2800 Block of El Caminito St, 4800 Block of Glenwood Ave, 2800 Block of Stevens St, and 2700 Block of Paraiso Way. These pipelines, installed in the 1950s, have exceeded their useful life. The total amount of pipeline to be replaced will be 2,140 linear feet and is part of the overall pipeline replacement program, which is a four (4) phase program to replace the one mile of pipe this year.

DISCUSSION:

On December 8, 2020, the Board authorized the General Manager to advertise for bids for the subject project. A mandatory pre-bid meeting was held on January 6, 2021 and was attended by nine (9) contractors. CVWD specifications indicate that only contractors who attend this meeting are allowed to bid on the project.

On January 20, 2021, at 2:00 PM, the District opened and read the following bid proposals:

	Bidder	**Total Bid Amount**
Low	Brkich Construction	$455,675
2	T.E. Roberts, Inc.	$491,636
3	E&R Construction	$540,100
4	J.A. Salazar	$573,350
5	Cedro Construction	$545,306
6	Blois Construction	$910,900
7	J.DeSigio Construction	--
8	Mladen Buntich Construction Company	--
9	Dominguez General Engineering	--

Staff has reviewed the bids received and determined that Robert Brkich Construction, Corp., of Monrovia, CA was the lowest responsible bidder for the project. The engineer's estimate was $542,900 and the low bid was $455,675 or 16% less than the engineer's estimate.

Staff has worked with Brkich Construction on four (4) previous pipeline projects including the current construction on the 2400-2500 blocks of Janet Lee Dr and the 4300 blocks of Rosemont Ave, Project 3.

Construction Management & Inspection Services:

Staff requested a proposal from Dudek to provide construction management and inspection support (CM&I) services for this project. The proposal was based on the proposed construction schedule and CVWD's need for full-time inspection services. Dudek's proposed fee for the project is $123,640, which covers the construction period from March 2021 to June 2021.

RECOMMENDATION:

It is staff's recommendation to award the contract for the subject project to the lowest responsible bidder, Robert Brkich Construction, Corp., at a cost of $455,675 and establish a 10% contingency fund of $45,567. It is also staff's recommendation to award a contract to Dudek at a cost not-to exceed $123,640 for CM&I services.

A pre-construction meeting will be set as soon as the contract is awarded, the agreement is signed, permits have been established, and insurance documents have been delivered. Ms. Christina Olmedo will be the project manager and Dudek will provide field inspection and construction management. Staff will also hold a community meeting for the residents on the 4800 Block of Dyer Ave, 2800 Block of El Caminito St, 4800 Block of Glenwood Ave, 2800 Block of Stevens St, and 2700 Block of Paraiso Way prior to construction. The Community Meeting announcement with the dates and times will be sent to the residents and posted on CVWD's website, www.cvwd.com.

ENVIRONMENTAL REVIEW:

This project was previously approved to be exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

There are sufficient funds available in the following account for the project:

Account Description	Amount
FY 19/20 Water CIP– Water Distribution – Annual Pipeline Replacement	**$2,300,000**
E-1008/1019 – 2400-2500 Blocks of Janet Lee and 4300 Block of Rosemont, Projects 1 and 2	($872,600)
E-1021 – 3400-3500 Blocks of Encinal Ave., Project 3	($484,685)
E-1022 – 4800 Dyer Ave, Project 4 - Contract Bid, Project 4	($455,675)
E-1022 - 10% Contingency for cost of unforeseen or additional work	($45,567)
E-1022 - Dudek - Construction Management & Inspection Services	($123,640)
E-1022 - Additional costs such as material purchased by CVWD, soils engineer, and CVWD labor costs	($259 ,000)
Total Cost Estimate	($2,241,167)
Amount Remaining in Water CIP – Distribution System – Annual Pipeline Replacement	**$58,833**

Prepared by:

Christina Olmedo
Assistant Engineer

Submitted by:

Brook Yared, P.E.
Engineering Manager

Attachments:

1. Bid Summary
2. Project Location Map

G:\Management\Board Meeting Staff Reports\2021\01-26-21 Board Memo - E-1022 4800 Dyer 2800 El Caminito - AC. .docx

Attachment 1

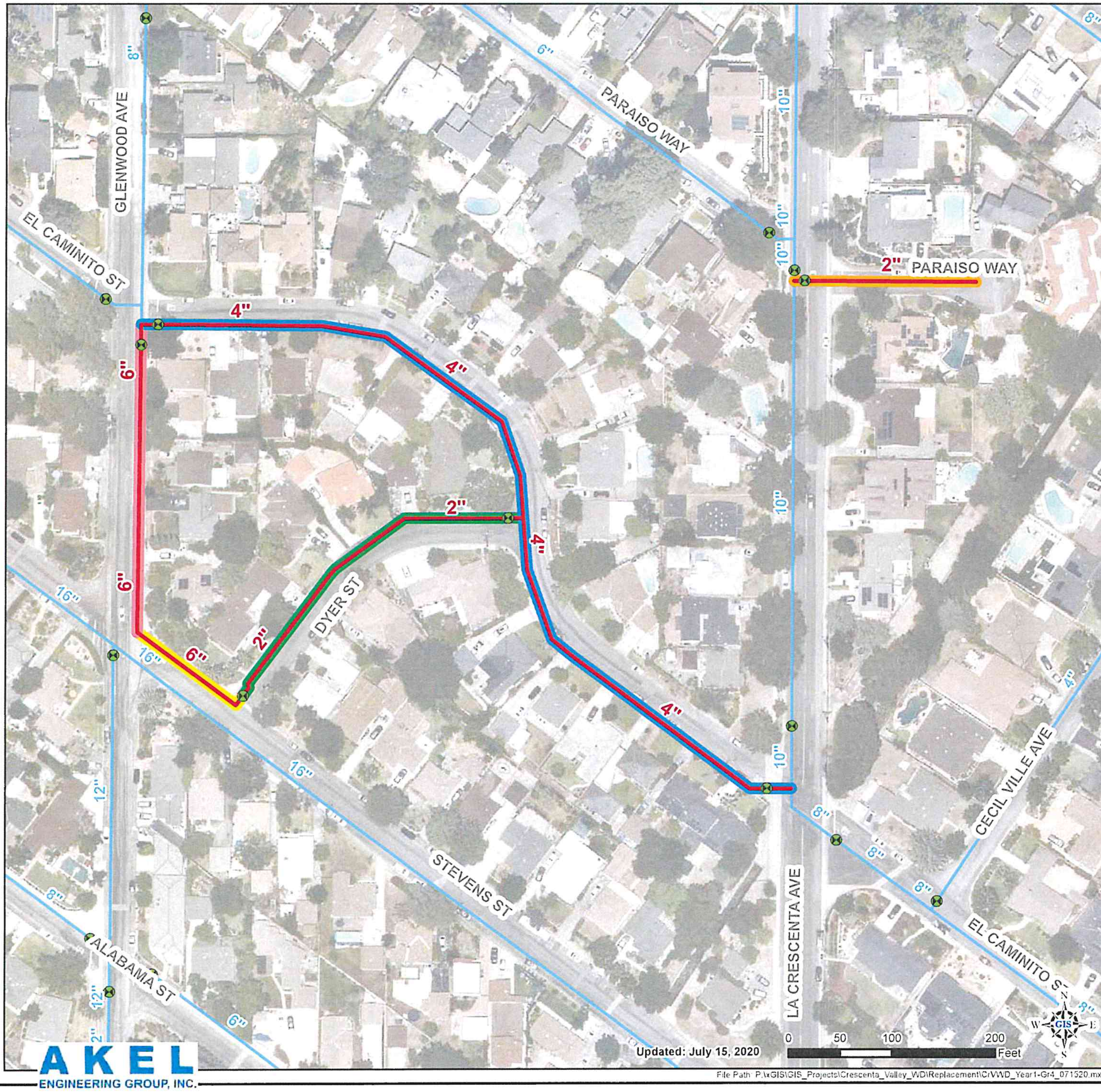
CRESCENTA VALLEY WATER DISTRICT

Title: 2800 block of El Caminito St., 4800 block of Glenwood Ave Brookhill Street
E-Job No: E-1022
Engineer's Estimate: $542,900
Project Manager: Christina Olmedo

BID LOCATION: CVWD's Office
TIME: 2:00 PM
DATE: 1/20/21
BY: CO CHECKED: DSG

			Engineers Estimate		Brkich Construction		TE Roberts		E&R Construction		J.A. Salazar		Cedro Constructin		Blois Constructin	
ITEM	DESCRIPTION	QUANTITY	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Excavation and Backfill (pipeline, laterals & appurtenances)	2,960 LF	$70.00	$207,200.00	$44.00	$130,240.00	$41.00	$121,360.00	$75.00	$222,000.00	$65.00	$192,400.00	$71.00	$210,160.00	$90.00	$266,400.00
2	Resurfacing Trench	5,675 SF	$12.00	$68,100.00	$17.00	$96,475.00	$14.00	$79,450.00	$12.00	$68,100.00	$17.00	$96,475.00	$16.00	$90,800.00	$22.00	$124,850.00
3	Install 8" CML & CMC Steel Water Pipeline and appurtenant Construction	1,925 LF	$62.00	$119,350.00	$49.00	$94,325.00	$84.00	$161,700.00	$50.00	$96,250.00	$65.00	$125,125.00	$57.00	$109,725.00	$65.00	$125,125.00
4	Install 6" CML & CMC Steel Water Pipeline and appurtenant Construction	215 LF	$50.00	$10,750.00	$49.00	$10,535.00	$87.00	$18,705.00	$50.00	$10,750.00	$90.00	$19,350.00	$127.00	$27,305.00	$135.00	$29,025.00
5	Install 6" Fire Hydrant Assemblies	4 EA	$4,800.00	$19,200.00	$3,400.00	$13,600.00	$4,752.00	$19,008.00	$5,000.00	$20,000.00	$15,000.00	$60,000.00	$4,953.00	$19,812.00	$7,000.00	$28,000.00
6	New 1" Services	35 EA	$3,000.00	$105,000.00	$2,900.00	$101,500.00	$2,539.00	$88,865.00	$3,200.00	$112,000.00	$2,000.00	$70,000.00	$2,066.00	$72,310.00	$4,500.00	$157,500.00
7	Traffic Control	1 LS	$13,300.00	$13,300.00	$9,000.00	$9,000.00	$2,548.00	$2,548.00	$11,000.00	$11,000.00	$10,000.00	$10,000.00	$15,194.00	$15,194.00	$180,000.00	$180,000.00
8	Replace Valve	2 EA	$2,500.00	$5,000.00	$3,500.00	$7,000.00	$5,097.00	$10,194.00	$3,500.00	$7,000.00	$5,000.00	$10,000.00	$19,400.00	$38,800.00	$9,200.00	$18,400.00
			EE	$542,900.00	LOW	$455,675.00	2ND	$491,636.00	3RD	$540,100.00	4TH	$573,350.00	5TH	$545,306.00	6TH	$910,900.00

Attachment 2



Legend

Pipeline to Replace

Replacement Segment ID

ID: Length, Year Inst., Material

- 135: 360ft, 1946, STD
- 142: 880ft, 1946, STD
- 240: 300ft, 1960, CL&W
- 521: 180ft, 1946, STD
- 729: 130ft, 1958, CL&W

Existing System

- Tanks
- Pump Stations
- Wells
- Valves
- Active Mains

Project 4 Replacement
Total Length: 1,840 ft

PRELIMINARY

Year 1 - FY 20/21
Project 4
Pipeline Replacement Schedule
Crescenta Valley Water District

CRESCENTA VALLEY WATER DISTRICT
BOARD OF DIRECTORS - STAFF REPORT

Action Item No.4
January 26, 2021

To: Honorable President and Members of the Board of Directors

From: Brook Yared, M.S., P.E. – Engineering Manager

Subject: **Advertise for Bids – Well Pump Assembly Replacement and Casing Rehabilitation for Well 12, Project E-1028**

ACTION ITEM

Well Pump Assembly Replacement and Casing Rehabilitation for Well 12, Project E-1028 – Consideration and motion to authorize the General Manager to advertise for bids for Well Pump Assembly Replacement and Casing Rehabilitation for Well 12, Project E-1028 with an engineering cost estimate of $88,200 and to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

BACKGROUND:

The FY 20/21 Capital Improvement Project (CIP) budget included the rehabilitation of Well 9 as part of the District's on-going well rehabilitation program. Operations staff determined that the water production from Well 9 could be increased by easing pumping restrictions that were part of our operations measures during the recent drought. After analyzing the performance of all CVWD's wells, staff determined that we could gain additional water production and efficiency by rehabilitating Well 12 located at the Glenwood Plant.

DISCUSSION:

Well 12 was last rehabilitated and redesigned in 2014. At the time, we were in the middle of a drought in the region and were experiencing a decline in groundwater level. The pump and motor assembly is currently designed for a flow rate of 250 gpm, in anticipation that water production rates would return to historic norms. Currently, Well 12 can produce between 90-100 gpm and by changing operations with a smaller pump and motor assembly, Well 12 would work more efficiently under current conditions.

Well 12 is CVWD's deepest well (drilled to 550 ft below ground) and a casing liner was installed in 2005. When originally drilled in 1948, Well 12 had a 16-inch casing, which is one of CVWD's narrowest wells. A 10-inch liner was installed in 2005 and since it's installation there has been no room available to install adequate well level measuring devices inside the well. To alleviate this situation, the design will be to convert this vertical turbine pump and motor to a submersible pump and motor assembly. This would provide additional area at the well head to install a well level transducer, which would provide much more reliable data regarding the operation of Well 12.

Finally, staff anticipates using Sonar Jetting as an advanced rehabilitation method to aide in scale removal. Well casings with liners installed often need additional rehabilitation work performed to make sure the aquifer formation remains open for water to flow through. Sonar Jetting is a low-cost process designed to help to penetrate past the liner casing and clean the original well casing. Staff has had much success using Sonar Jetting on previous well rehabilitations.

Staff anticipates to begin work at Well 12 in mid-March 2021 and estimates that the Project will be completed by the end of May 2021.

Mr. Brook Yared will be the project manager, and construction management services will be selected at a later date for field coordination and inspection. The construction cost estimate for the project is $88,200, and the entire project costs including materials, construction administration, inspection services, and contingencies are estimated at $108,600.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

Funding for the rehabilitation of Well 9 was included in the FY 2020/21 Water CIP - Water Supply for Groundwater Wells Budget. Staff anticipates that replacing Well 12 instead would provide a greater benefit to the District.

It is anticipated that Well 12 will achieve a production rate of 140 gpm, an additional 6.6 ac-ft/month. There is an approximate cost difference of $700/ac-ft between import and local water production. CVWD would see a monthly cost savings of $4,640, not including efficiency gains of the pump and motor assembly. The payback period for this work is estimated to be about 19 months.

Account Description	Amount
FY 20/21 Water CIP– Groundwater Water Supply	**$95,000**
Estimated Construction Cost	**($88,200)**
Sonar Jetting & Videotape Inspection	**($5,400)**
Misc Costs - CVWD Labor, Inspection, Permitting, etc...	**($15,000)**
Total Cost Estimate	**($108,600)**
Transfer from Water Fund Reserves	**$15,000**
Amount Remaining in Water CIP – Groundwater Water Supply	**$1,400**

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to advertise for bids for the rehabilitation of Well 12 with the goal of increasing groundwater production and improving pumping efficiency.

Prepared by:

Brook Yared, M.S., P.E.
Engineering Manager

Submitted by:

David S. Gould, P.E.
Director of Engineering

Attachments: Well 12 Location Map

g:\management\board meeting staff reports\2021\01-26-21 board memo - e-1028 - well 12 rehab - ab.docx

Attachment

E-1028
Pump and Replacement
and Casing Rehabilitation
at Well 12

Project Location Map

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report
January 26, 2021

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa, General Manager
Subject: **General Manager Report**

General Managers Report Topics:

- GM Activities

The following are some highlights in this month's report:

- Racial Equity & Social Justice Challenge
- Jacket Drive in support of Troop 288 and LA on Cloud 9
- Finance, Administration & Public Outreach Dashboard
- CIP Projects Bond Logo on Construction Boards
- Articles/Outreach in CV Weekly

STAFFING

As of January 21st the District has gone 429 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Department Strategic Planning Meetings	- January 21st, January 25th
CV Town Council Meeting	- January 21st
Finance Committee Meeting	- January 25th
Engineering Committee Meeting	- January 27th
Managers Meetings	- January 18th, January 25th

Submitted by:

Nemeciano Ochoa

Nem Ochoa
General Manager

Crescenta Valley Water District – Finance, Administration & Public Outreach Report for

< December 2020 >

Customer Service Activity

Service Requests
312

Meter Downloads
148

New Sign-Ons
45

Closed Accounts
46

Meter Re-Reads
413

- Deployment of Everbridge emergency notification and public outreach platform
- Staff cross-training for utility billings
- Updated customer leak notification protocol

Public Outreach Corner

- Website Traffic –
  - 2,809 visits
  - ‘Pay My Bill’ was the top page
  - New Visits up by 9%
  - Bid Opportunities up by 307%
- Social Media –
  - 10 Facebook posts
- Press –
  - CV Weekly 12/10 – Local Hazard Mitigation Plan Survey (received 207 survey responses)
  - CV Weekly 12/31 – “Wrapping Up 2020”
- Directors – Director Tejeda volunteered as a judge for CV Weekly’s “merry and bright” tour, sponsored by CVWD
- Conservation –
  - Gardensoft – 87 users (3 outside US)

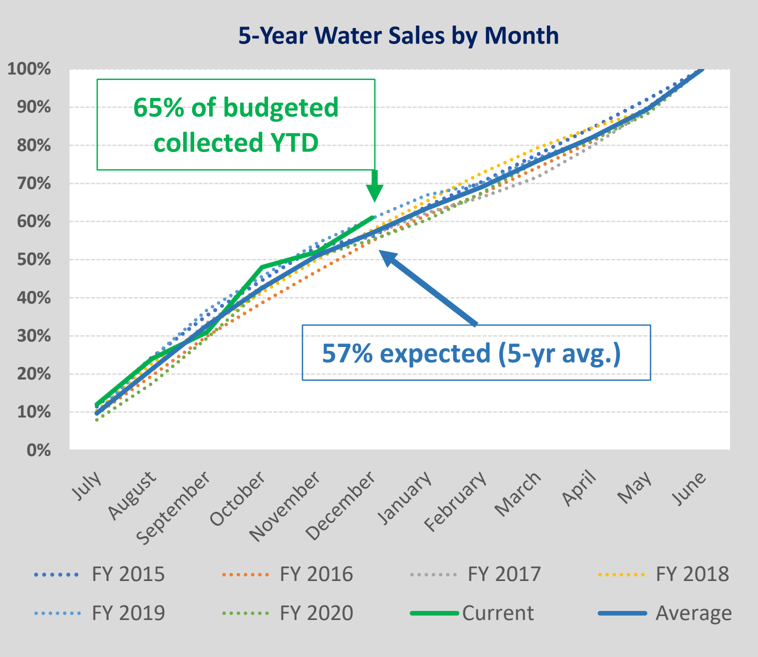
Crescenta Valley Water District – Finance, Administration & Public Outreach Report for
< December 2020 >

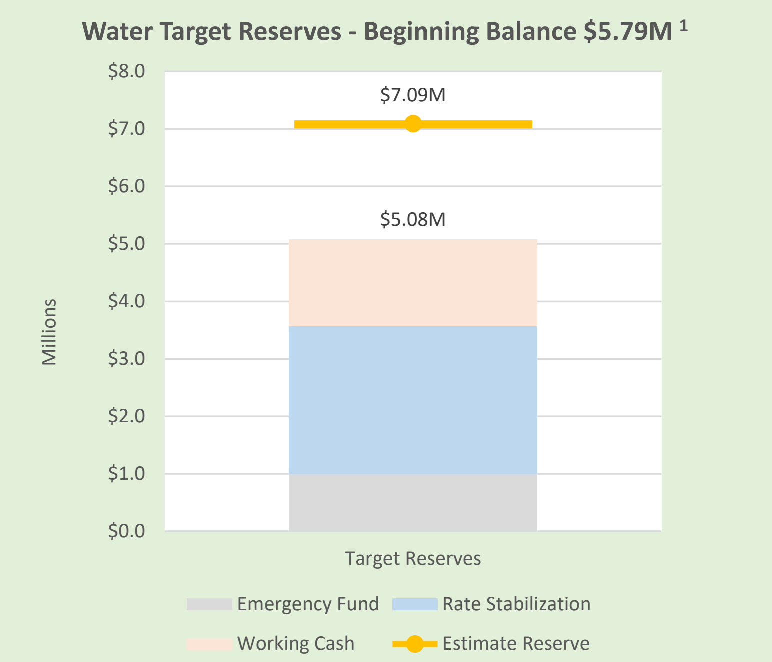
Water Fund - revenues & operating expenses

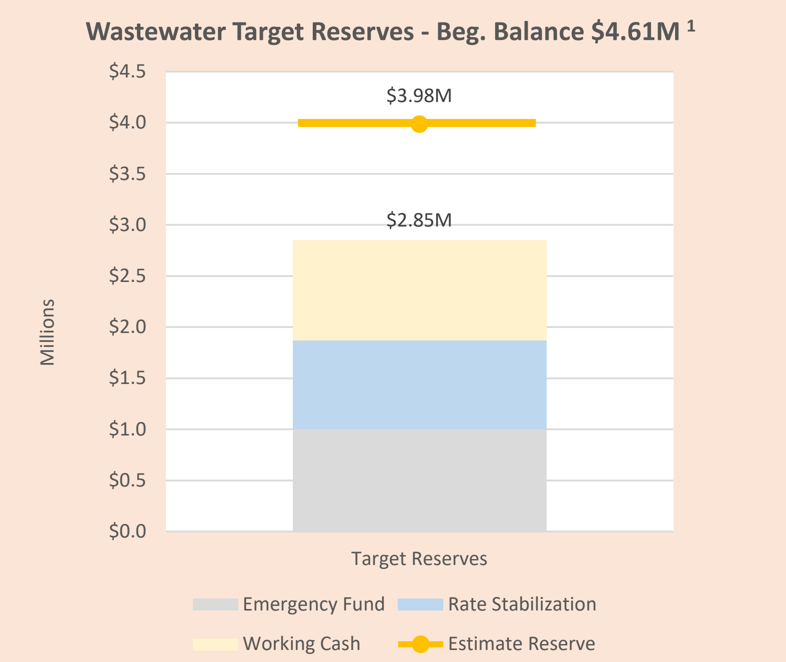
Proj. Revenue	$13,845,972	110%	**Proj. Expense**	$9,660,122	102%
Budget	$12,621,363		**Budget**	$9,513,892	

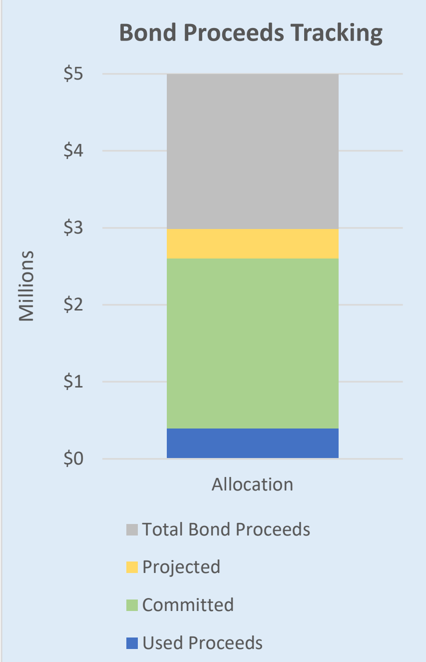
Wastewater Fund - revenues & operating expenses

Proj. Revenue	$3,531,312	105%	**Proj. Expense**	$3,917,310	97%
Budget	$3,364,575		**Budget**	$4,049,989	



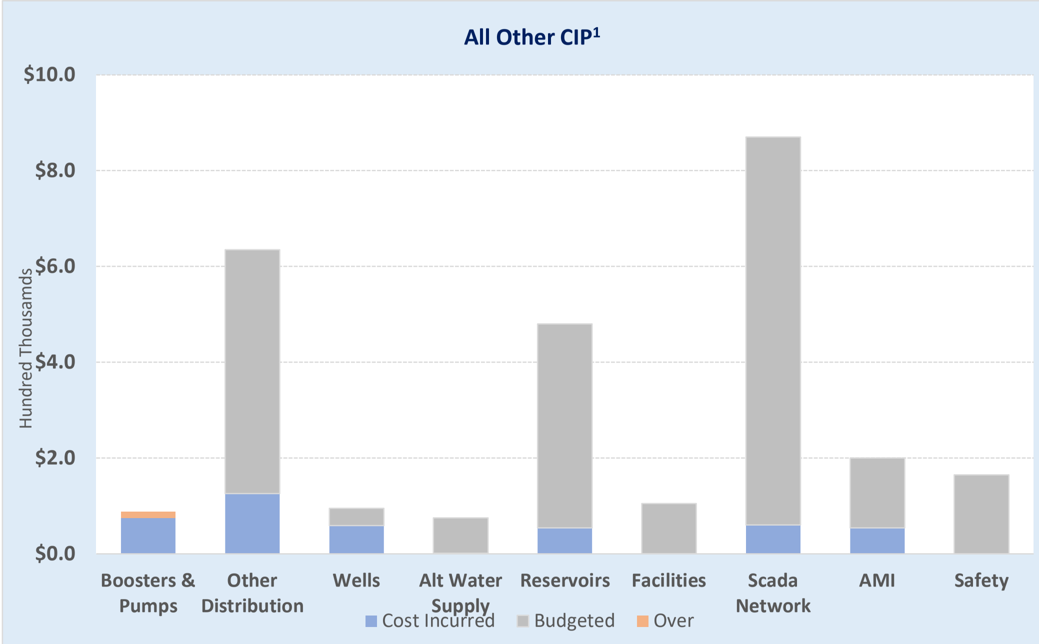


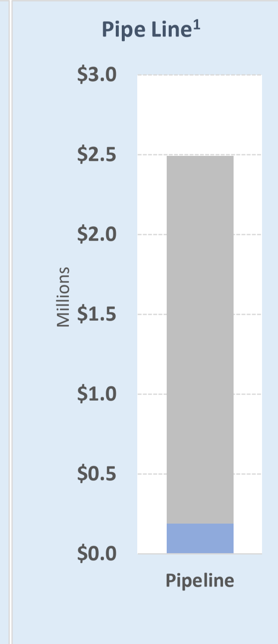




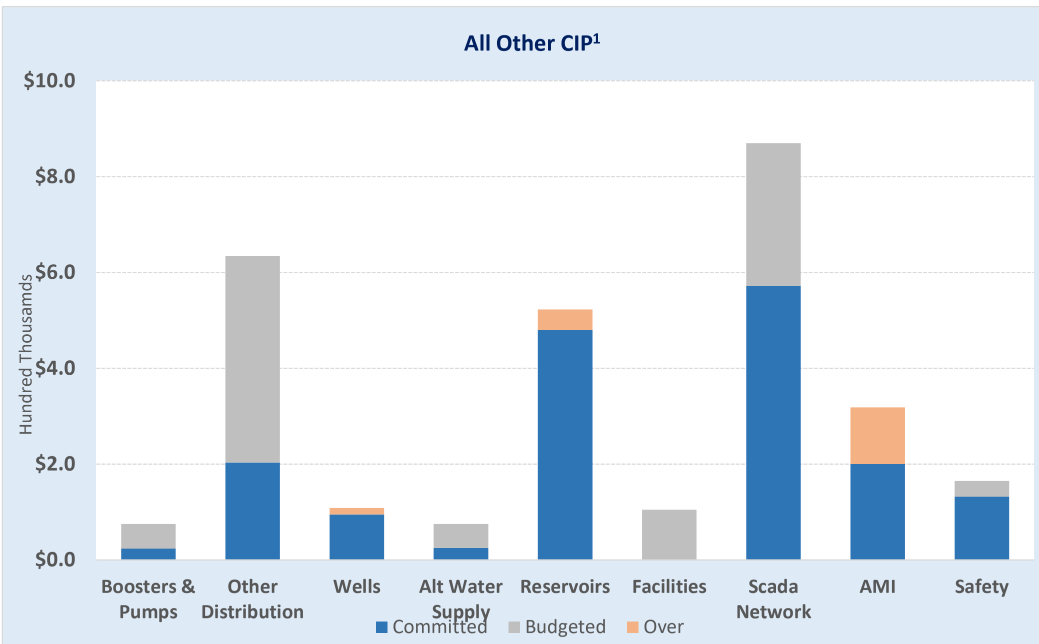
1. CVWD Reserve Policy adopted on 7/28/20

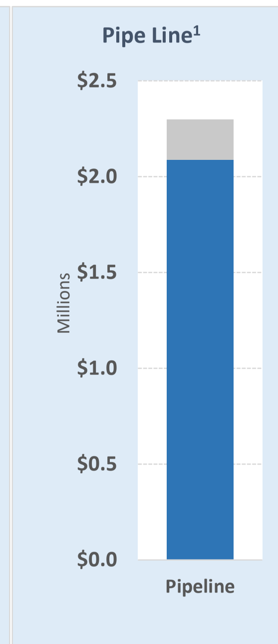
CIP Costs Incurred to Date



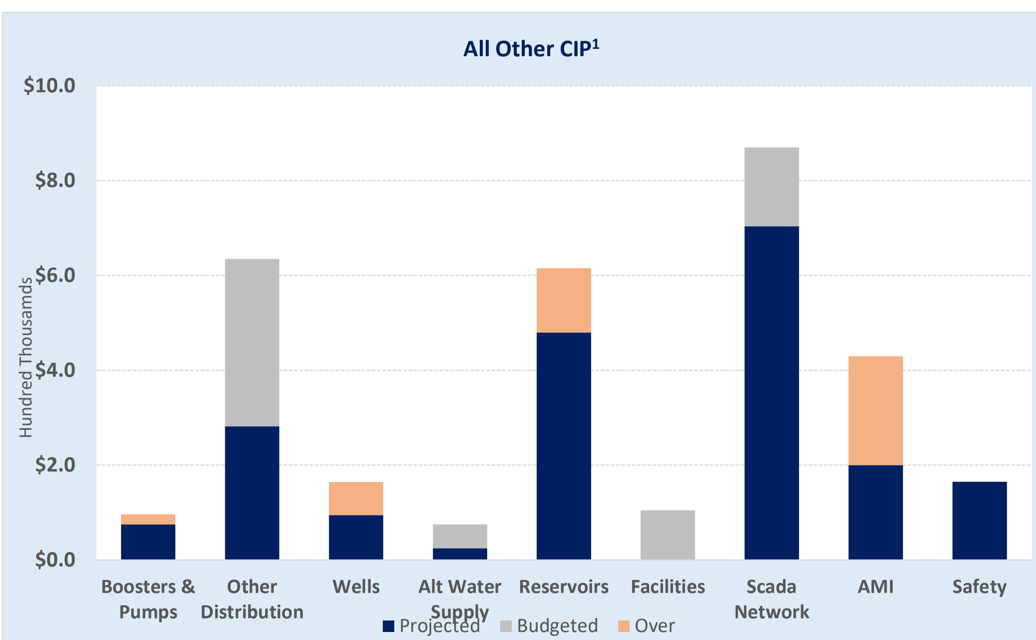


CIP Costs Committed to Date





CIP Projected vs. Budgeted



1. Pipelines CIP reported separately to preserve scale of the graph

NEWS FROM CRESCENTA VALLEY WATER DISTRICT

By CV Weekly on December 31, 2020 · 0 Comments

CVWD – Wrapping up 2020

As 2020 closes out, CVWD wants to thank customers for their support and participation in both the blood drive and the canned food drive. CVWD customers and staff donated 36 units of blood for patients at local hospitals and over 400 cans of food to help feed families in need.

CVWD's administration building is currently closed to walk-in customers. However, there are many new online services available on the website www.cvwd.com. Existing residential customers may pay their bill, request payment extensions, request a leak check, apply for the low-income discount, as well as keep up on board and committee meetings schedules. Customers may also start and stop service all by submitting their requests online. Currently CVWD is not assessing late fees or shutting off water for non-payment due to the COVID-19 pandemic. In addition, by reducing expenses and deferring spending to the greatest extent possible, the board was able to approve the postponement of water and wastewater rate increases for the 2020-21 fiscal year.

With support from the board of directors and hard work by staff and despite the pandemic CVWD made great strides this year in terms of improving long-term infrastructure reliability. After securing its highest Standard and Poor's (S&P) rating in District history, a two-position jump to AA-, the District was able to secure a low interest bond to support a three-year $5,000,000 Capital Improvement Program (CIP) budget. To show the community what projects are being funded by bonds, it will see a new logo around town.

Capital improvement projects will serve to ensure service reliability by replacing and upgrading critical infrastructure, facilities, technology and services. The following is a list of critical CIP projects for fiscal year 2020-21 funded by CVWD's water bonds:

Capital Improvement Project Program	Project Description
Steel Reservoir Rehabilitation – Rosemont	**Reservoir Rehabilitation** – Structural repairs and re-coating at Rosemont Reservoir during low demand (winter) season
Annual Pipeline Replacement – 1.0 Mile	**Pipeline Replacement** – Pipelines that are greater than 50 years old – 5,280 LF
AMI – 3/4" to 1" – Smart Meters & AMI Communication Network	**Advanced Metering Infrastructure (AMI) –** 1) Install 1,000 3/4" or 1" water meters – in Zones 1 & 2 and 2) Install AMI Network Communication System

By using ingenuity and teamwork, CVWD staff was able to complete a critical repair at Oak Creek Reservoir that was otherwise slated for completion by an outside contractor. Oak Creek Reservoir serves customers in CVWD's Zone 4 – approximately 2,000 customers. The leak on the 16-inch inlet/outlet manifold was repaired exclusively by CVWD staff over a very hectic three days and residents' water service was not interrupted during this time. This out-of-the-box in-house solution saved the District over $200,000.

CVWD would like to acknowledge and thank all the front line essential workers living in and serving our community during these difficult times.

NEWS FROM CRESCENTA VALLEY WATER DISTRICT added by **CV Weekly** *on December 31, 2020*

View all posts by CV Weekly →


CVWD WATER BONDS:
BUILDING WATER RELIABILITY
REHABILITATION OF ROSEMONT RESERVOIR
PROJECT NO. E-1018
NOVEMBER 2020 THROUGH APRIL 2021
CONTRACTOR: CROSNO CONSTRUCTION
PHONE NUMBER: 805-343-7437
PLEASE EXCUSE US FOR THE
TEMPORARY INCONVENIENCE
FOR QUESTIONS, PLEASE CALL (818) 248-3925
OR VISIT WWW.CVWD.COM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