

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 April 28, 2020 at 7:00 p.m.**

Posted: April 23, 2020 at 3:00 p.m.

TELECONFERENCING NOTICE

[This meeting will be held by teleconference 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: 973 9664 8831

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://zoom.us/j/97396648831>.

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 April 28, 2020.

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 April 14, 2020.
2. Ratification of Disbursements for March 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. **Temporary Measures for Mitigating Customer Impacts During COVID-19** – Discussion regarding various potential measures for mitigating customer impacts due to COVID-19.
2. **Long-Term Infrastructure Reliability and Funding Roadmap** – Discussion regarding potential bond refinancing and financing scenarios.
3. **FY 2020-21 Water and Wastewater Budgets** – Discussion regarding a timeline and format for continuing to develop the FY 2020-21 Water and Wastewater Budgets.
4. **Pump Replacement and Casing Rehabilitation of Well 11, Project E-1015** – Consideration and motion to authorize the General Manager to award a contract to Best Drilling and Pump, Inc. for the rehabilitation of Well 11 at a cost of \$49,700 and establish a contingency amount of \$4,970 (10% of contract) to cover the cost of unforeseen or additional work.

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.

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

April 14, 2020

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Special Meeting on April 7, 2020 a Regular Meeting was held on April 14, 2020, at 7:00 p.m. through teleconference due to the COVID-19 pandemic, with President Kerry D. Erickson presiding.

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

Directors:	Kerry D. Erickson James D. Bodnar Kenneth R. Putnam Sharon S. Raghavachary 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 Wendy Holloway, Customer Service Manager Dennis Maxwell, Director of Operations Brook Yared, Senior Engineer Arturo Montes, Finance & Administration Manager Pam Leddy, Administrative Assistant Frank Colcord, FMWD Director

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Bodnar, and carried by a 5-0 roll call vote that the Agenda for the Regular Meeting of April 14, 2020 be adopted as presented.

AYES:	Director Tejeda Director Bodnar Director Putnam Director Raghavachary Director Erickson
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NOES:	None
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PUBLIC COMMENTS – Mr. Lee read aloud the names of all members of the public for which written communication letters were received and posted on the District’s website, which addressed the proposed Proposition 218 notice. Ms. Marilyn Tyler read aloud her letter regarding the notice presented at the Special Meeting on April 7, 2020. Ms. Michelle Glavan voiced concern regarding possible rate increases proposed amid the current COVID-19 pandemic. Mr. Richard Lyans requested that a rate increase be reconsidered during the COVID-19 pandemic.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Director Colcord reported on water availability due to the current snowpack levels and state water reservoir levels. Director. Colcord gave assurance that Foothill Municipal Water District (FMWD) will continue to provide safe drinking water to Crescenta Valley Water District during the COVID-19 pandemic.

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to approve the Minutes of the Regular Board Meeting held on March 10, 2020 and the minutes of the Special Meeting held on April 7, 2020 and to ratify the disbursements for February 2020 as presented.

Payment of demands against the Crescenta Valley Water District on or before February 29, 2020, the same having been approved by the General Manager, and heretofore paid, be ratified and approved subject to audit, in the aggregate sum of One Million, Three-Hundred Thirty Seven Thousand, Nine Hundred Eighty-Four Dollars and Twenty-Two Cents (1,337,984.22), which is composed of the individual items set forth herein.

AYES: **Director Tejeda
Director Bodnar
Director Putnam
Director Raghavachary
Director Erickson**

NOES: **None**

ACTION CALENDAR

FY 2020-21 Water and Wastewater Budgets – Mr. Ochoa presented for discussion two scenarios for the Water Fund and three scenarios for the Wastewater Fund to report how various rate increases based on the draft Proposition 218 Notice discussed during the April 7, 2020 Special Board Meeting would impact each fund. Many financial concerns were raised due to the current pandemic situation, and Director Tejeda requested that staff contact outside elected representatives to assist in staying informed about any economic assistance programs. Ms. Tyler and Mr. Tom Webb requested additional information regarding the refinancing of an existing bond as a cost saving measure.

Proposition 218 Notice – Mr. Ochoa presented a draft of the Proposition 218 Notice for Water and Wastewater Charges incorporating updates resulting from discussion with the Board, the public and staff during the April 7, 2020 Special Board meeting.

Following discussion:

The Board of Directors directed staff to postpone the approval of the Proposition 218 Notice for Water and Wastewater Charges due to the COVID-19 pandemic.

Long-Term Infrastructure Reliability and Funding Roadmap – Mr. Ochoa provided results of a survey regarding bond funding as the Board directed staff to send out following the March 10, 2020 Board meeting. The survey was sent out by email to the majority of the District's customers and shared through various social media outlets as part of the public outreach program.

COVID-19 Update – Mr. Ochoa gave an update on the impact of COVID-19 to CVWD. The District has implemented a number of measures including putting a stop on assessing late fees and shutting water off due to non-payment, staggered work schedules to increase social distancing and operational resiliency, increased messaging on the website and social media, adequate supply chains to ensure that water quality is maintained, and engaging industry professional and associations and local and state authorities to stay abreast of critical information through weekly meetings.

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – None

GENERAL MANAGER – Mr. Gould gave a report on the water production and rainfall totals for the month of March 2020. An update of current capital improvements was provided.

ATTORNEY – No report

REPORTS OF COMMITTEES

Engineering Committee – Mr. Gould reported that the Committee had not met; however, a meeting will be scheduled as needed.

Finance Committee – Mr. Lee reported that the Committee had not met; however, a meeting will be scheduled before the next Board meeting.

Employee Relations Committee – Director Putnam reported that the Committee had not met; however, a meeting will be scheduled as needed.

Policy Committee – Director Erickson reported that the Committee had met on Friday, February 21, 2020 at 1:00 p.m.

Community Relations/Water Conservation Committee – Ms. Colby reported that the Committee had not met; however, a meeting will be scheduled as needed.

Emergency Planning Committee – Director Raghavachary reported that the Committee had not met; however, a teleconference meeting will be held on Friday, April 17 at 1:30 pm.

Executive Committee – Director Erickson reported that the Committee had not met; however, a meeting will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – No report

Director Tejeda – No report

Director Putnam – No Report

Director Raghavachary – No report

CLOSED SESSION – No reportable items

BOARD MEMBERS' REQUESTS FOR FUTURE AGENDA ITEMS – Director Bodnar requested further updates to bond refinancing scenarios. He also requested discussion on measures the District can take to mitigate customer impacts due to COVID-19. Director Raghavachary requested discussion on potentially providing average annual billing for customers.

ADJOURNMENT

There being no other business to come before the Board, at 9:37 p.m., it was moved by Director Bodnar, seconded by Director Tejeda and carried by a 5-0 roll-call vote that the meeting be adjourned to March 28, 2020, at 7:00 p.m.

AYES:

**Director Tejeda
Director Bodnar
Director Putnam
Director Raghavachary
Director Erickson**

NOES: None

APPROVED

Kerry D. Erickson
President

James Lee
Director of Finance & Administration

CASH DISBURSEMENTS LIST

MARCH 2020



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	03/10/2020	Los Angeles County Public Works	Excavation permits - various sites	2,200.00	
0	03/24/2020	Southern California Edison Co.	Power purchased - March 2020	19,766.78	257.94
40759	03/02/2020	Anderson's Electric	Glenwood - gate repair	248.50	101.50
40760	03/02/2020	Apex Manufacturing Solutions	E-939 - Support service for SCADA Upgrade	3,450.00	
40761	03/02/2020	Regino Avalos	Landscape maintenance - February 2020	475.00	
40762	03/02/2020	Office Depot	Misc. supplies - February 2020	274.41	212.86
40763	03/02/2020	Spectrum Business	Glenwood - data communications - February 2020	164.25	57.70
40764	03/02/2020	Waste Management	Plant - disposal service - March 2020	1,010.75	319.17
40765	03/09/2020	Arturo Montes	Health reimbursement	253.77	169.17
40766	03/09/2020	Christy Joana Scott	Health reimbursement	128.85	85.90
40767	03/10/2020	ADS, LLC	Monthly sewer monitoring - February 2020		1,100.00
40768	03/10/2020	Airgas National Carbonation	Well 2 - carbon dioxide rental tank - March 2020	57.00	
40769	03/10/2020	Airgas USA, LLC	Monthly cylinder rental - February 2020	242.60	252.50
40770	03/10/2020	Akel Engineering Group Inc.	E-1007 - services through February 2020	3,032.75	
40771	03/10/2020	Akel Engineering Group Inc.	E-1007 - GIS services - February 2020 (exhibits for budget)	3,962.50	
40772	03/10/2020	All American Landscape Co.	Landscape maintenance - March 2020	255.50	94.50
40773	03/10/2020	Ameripride Uniform Services, Inc.	Uniform rentals - February 2020	693.03	207.01
40774	03/10/2020	ARC	Monthly MPS billing - February 2020	631.35	210.44
40775	03/10/2020	AT&T	Voice communication - February 2020	269.76	211.94
40776	03/10/2020	Best Best & Krieger	Watermaster counsel service through January 31, 2020	1,261.50	
40777	03/10/2020	C.V. Chamber of Commerce	Community outreach	150.00	
40778	03/10/2020	CCS Interactive, Inc.	Monthly website hosting - March 2020	327.50	
40779	03/10/2020	CDW Government, Inc.	Office - security camera network	8,749.28	2,916.41
40780	03/10/2020	Centro Print Solutions	1099 forms	30.35	29.15
40781	03/10/2020	Cerdant, Inc.	Network security services - March 2020	220.40	69.60
40782	03/10/2020	Charles P. Crowley Co.	E-995 - Pickens Res. & Well 2 - chlorine & ammonia metering skids	64,031.22	
40783	03/10/2020	City of Glendale	Glendale utility taxes November 2019 to January 2020	71,890.79	
40784	03/10/2020	City of Glendale Fire Dept.	Annual hazmat permit - 2020	2,846.00	
40785	03/10/2020	City of Glendale Water & Power	Power purchased - February 2020	32,277.73	26.86
40786	03/10/2020	City of L.A. Bureau of Sanitation	Sewer facilities charge - Jan./Feb. 2020		4,234.26
40787	03/10/2020	Clark Pest Control, Inc.	Mills - monthly pest service - February 2020	152.35	

40788	03/10/2020	Colonial Life & Accidents Ins.	Employee paid insurance - February 2020	228.67	12.65
40789	03/10/2020	County Sanitation District #2	E-995 - Pickens Canyon reservoir green waste/debris	490.85	
40790	03/10/2020	Cypress Ancillary Benefits	Group dental - March 2020	2,341.40	1,560.94
40791	03/10/2020	Direct Connection	Door hangers - new meter installations	985.13	
40792	03/10/2020	Do-it Center	Misc. hardware - Jan/Feb 2020	808.08	53.76
40793	03/10/2020	Eurofins Eaton Analytical Inc.	Water analysis - February 2020	1,315.00	
40794	03/10/2020	Fire Master, Dept. 1019	Fire extinguisher service	887.87	337.29
40795	03/10/2020	Foothill Car Wash, Lube & Oil	Unit #9 & #38 - oil changes	74.78	45.83
40796	03/10/2020	Mauda Fuentes	Refund check	10.00	
40797	03/10/2020	Golden Bell Products, Inc.	Lift station degreaser - semi-annual purchase		1,734.48
40798	03/10/2020	Grainger	Misc. supplies & equipment - March 2020	7.07	2.88
40799	03/10/2020	Gsolutionz Professional Services	Voice communication - March 2020	247.03	194.08
40800	03/10/2020	Haaker Equipment Company	Unit #53 - oil change, hydraulic, filter		2,633.13
40801	03/10/2020	Hach Company	Upgrade - Nitrate analyzer	313.39	
40802	03/10/2020	Sung Young Han	Refund check	144.49	
40803	03/10/2020	Harper & Associates Eng., Inc.	E-1006 - Inspection Services - Markridge - Feb. 2020	11,073.00	
40804	03/10/2020	Harrington Ind Plastics, LLC	E-995 Pickens & Ordunio - misc. supplies	8,371.91	
40805	03/10/2020	Home Depot Credit Services	Misc. hardware - February 2020	1,557.45	104.07
40806	03/10/2020	Matt Isaacson	Refund check	30.38	
40807	03/10/2020	J's Maintenance Service, Inc.	Janitorial service - February 2020	807.12	254.88
40808	03/10/2020	J. Colon Coatings, Inc.	E-1006 Markridge - progress payment # 2	150,788.80	
40809	03/10/2020	KR Nida Companies	Unit #44 - install safety lightbar and grill lights	949.76	387.93
40810	03/10/2020	Lagerlof, LLP	PWAG - SB 998 implementation	33.83	7.42
40811	03/10/2020	Lagerlof, LLP	Legal Services - February 2020	3,462.45	760.05
40812	03/10/2020	Jonathan Leland	Refund check	88.16	
40813	03/10/2020	Liebert, Cassidy, Whitmore	Legal services - February 2020	1,136.07	249.38
40814	03/10/2020	LJ's Access Systems, Inc.	Gate maintenance - Glenwood, Hermosa, Encinal, Mills & Lowell	834.25	340.75
40815	03/10/2020	Daniel Markowicz	Refund check	58.14	
40816	03/10/2020	Elizabeth McKenna	Refund check	318.75	
40817	03/10/2020	Mimecast North America, Inc.	Email security - February 2020	708.34	
40818	03/10/2020	Newegg, Inc.	C-1010 - network gear, cables & mounting plates for security system	1,070.69	356.86
40819	03/10/2020	O'Reilly Auto Parts	Misc. tools - February 2020	44.89	46.72
40820	03/10/2020	Yun Lee Kang & Junyoung Oh	Refund check	64.60	
40821	03/10/2020	Anna Olson	Refund check	58.32	
40822	03/10/2020	Paper Cuts, Inc.	Paper shredding - February 2020	27.93	25.82
40823	03/10/2020	Paveco Construction, Inc.	Paving - various locations	16,827.40	
40824	03/10/2020	Ramco	Bobtail concrete and crushed misc. base - February 2020	405.10	
40825	03/10/2020	David Schram	Refund check	36.32	
40826	03/10/2020	Serge's Automotive	Unit #8 - master cylinder & brakes	500.38	283.45
40827	03/10/2020	Simpler Systems	Monthly maintenance - March 2020	500.00	
40828	03/10/2020	So. Cal Compton Pipe Supply Co., Inc.	Stock - fire hydrants with check valves	11,856.92	

40829	03/10/2020	South Coast Air Quality	Permit for elec. generator diesel	557.42	
40830	03/10/2020	Southwest Hydrotech	Repair PRV at Ed. #1 - LCID interconnect	1,402.70	
40831	03/10/2020	Spectrum Business	Office - data communications - Feb 2020	2,113.91	742.72
40832	03/10/2020	Spectrum Business	Mills plant - data communications - Feb 2020	2,199.90	772.93
40833	03/10/2020	Springbrook Software, LLC	Springbrook cloud upgrade	356.25	118.75
40834	03/10/2020	Sterling Water Technologies, LLC	Well #2 - 2 50lb pails of coagulant	280.00	
40835	03/10/2020	Systemated Business Products	Plant - door hangers	522.14	501.66
40836	03/10/2020	The Gas Company	Glenwood - gas purchased - February 2020	339.81	107.30
40837	03/10/2020	Underground Service Alert	Underground notifications - February 2020	205.46	96.68
40838	03/10/2020	Univar Solutions USA, Inc.	Sodium hypochloride - Mills -721 gallons, Glenwood - 490 gallons	2,809.10	
40839	03/10/2020	Vulcan Materials Company	Mixed bobtail concrete	1,400.00	
40840	03/10/2020	Western Water Works	Stock - misc. supplies	67.23	
40841	03/11/2020	Darlene Telles	Reimbursement - safety lunch	269.02	109.87
40842	03/13/2020	Jacob Whittaker	Wellness reimbursement	66.77	22.26
40843	03/16/2020	Abe's Lock and Key	Office - service call - lock and new keys	103.95	31.05
40844	03/16/2020	Aflac	Employee paid insurance - February 2020	1,588.07	
40845	03/16/2020	AT&T Mobility	Voice communication - February & March 2020	2,367.48	707.17
40846	03/16/2020	Shell	Gas purchased - February 2020	1,547.96	462.37
40847	03/16/2020	State Water Resources Control Board	Brook Yared - T2 renewal	60.00	
40848	03/20/2020	Mark Hass	Health reimbursement	261.12	174.08
40849	03/20/2020	Nemesiano Ochoa	Health reimbursement	319.13	212.75
40850	03/24/2020	ACWA Joint Powers Ins. Authority	Group Health - March 2020	41,498.81	27,243.45
40851	03/24/2020	Apex Manufacturing Solutions	E-995 - Change order #6 Pickens Cyn injection skid intergration	7,915.00	
40852	03/24/2020	CCS Interactive, Inc.	Board meeting banners, site adjustments, facebook update	210.00	
40853	03/24/2020	City of Glendale	Well lease & water purchase - November 2019	5,621.00	
40854	03/24/2020	City of Los Angeles	City of LA Wastewater - capital & treatment - March 2020		197,311.00
40855	03/24/2020	Clifton Larson Allen	Final billing - 2019 financial statements	940.00	1,060.00
40856	03/24/2020	Contractor Compliance & Mont Inc.	E-956 - labor compliance service - January 2020	2,160.00	
40857	03/24/2020	Foothill Municipal Water	Imported water purchased - February 2020	226,622.95	
40858	03/24/2020	Grainger	Misc. supplies & equipment - March 2020	685.26	109.11
40859	03/24/2020	Graybar Electric Co., Inc.	E-995 - electrical panel	742.72	
40860	03/24/2020	Great America Leasing Corp.	Kyocera copier rental - March 2020	898.76	863.50
40861	03/24/2020	Gsolutionz Professional Services	GPS core customer upgrade	100.80	79.20
40862	03/24/2020	Harrington Ind Plastics, LLC	E-995 - misc. supplies	14.02	
40863	03/24/2020	John Robinson Consulting, Inc.	E-995 - consulting services - January 2020	1,092.00	
40864	03/24/2020	Donna Kim	Refund check	169.96	
40865	03/24/2020	L.A. Dept Water and Power	Purchased power - March 2020	53.41	
40866	03/24/2020	Lagerlof, LLP	Legal services - February 2020	4,005.70	879.30
40867	03/24/2020	Liebert, Cassidy, Whitmore	Legal services - February 2020	4,848.25	1,064.25
40868	03/24/2020	Mimecast North America, Inc.	Email security - March 2020	708.34	
40869	03/24/2020	Cesar Reinoso	Refund check	42.58	

40870	03/24/2020	Royal Industrial Solutions	E-995 Ordunio - electrical equipment	2,590.29	
40871	03/24/2020	So. Cal. Compton Pipe Supply Co., Inc.	Stock - misc. supplies - March 2020	1,618.59	
40872	03/24/2020	Westlake Ace Hardware	Misc. hardware - Feb/Mar 2020	469.60	157.34
40873	03/26/2020	Fleet Crew Emissions Service	Unit #25 - emissions test and service	365.57	224.06
40874	03/26/2020	Grainger	Misc. supplies - March 2020	99.19	40.50
40875	03/26/2020	Quadient Finance USA, Inc.	Postage machine funds	357.00	343.00
40876	03/26/2020	Royal Industrial Solutions	Misc. supplies - March 2020	17.17	17.86
40877	03/26/2020	Spectrum Business	Mills plant - data communications - March 2020	196.08	68.88
40878	03/26/2020	The Gas Company	Office - gas purchased - March 2020	100.67	31.78
40879	03/26/2020	Tri-Xecutex Corp.	Security alarm monitoring - April, May, June 2020	230.04	93.96
40880	04/03/2020	Arturo Montes	Health reimbursement	404.67	269.79
40881	04/03/2020	Nemesciano Ochoa	Wellness reimbursement	195.82	65.28
40883	04/07/2020	ACWA Joint Powers Ins. Authority	Group Health - April 2020	41,300.23	320.12
40885	04/07/2020	Affordable Generator Services, Inc.	Maintenance for all emergency generators	248.90	27,111.07
40886	04/07/2020	Aflac	Employee paid insurance - April 2020	1,588.07	1,100.00
40887	04/07/2020	Airgas National Carbonation	Well #2 - carbon dioxide rental tank - February 2020	57.00	
40888	04/07/2020	Airgas Safety Inc.	Misc. supplies - March 2020	180.32	73.64
40889	04/07/2020	Akel Engineering Group Inc.	E-1007 - services - March 2020	2,967.00	
40890	04/07/2020	All American Asphalt	Refund for flood meter	925.00	
40891	04/07/2020	Alliance Outreach, LLC	Bond survey / Bond fact sheet	1,935.00	
40892	04/07/2020	Apex Manufacturing Solutions	E-939 - 90-day support contract for SCADA	13,810.00	
40893	04/07/2020	ARC	Monthly MPS Billing - March 2020	623.80	207.94
40894	04/07/2020	Regino Avalos	Landscape maintenance - Feb/Mar 2020	1,817.06	472.94
40895	04/07/2020	BC Laboratories, Inc.	Water analysis - February 2020	4,620.00	
40896	04/07/2020	BC Laboratories, Inc.	Water analysis - March 2020	5,446.70	
40897	04/07/2020	BNI Building News	2019 edition watchbook: work area traffic control handbook	142.69	42.61
40898	04/07/2020	Building Block Entertainment Inc.	Valley View Elementary - H2O where did you go - February 2020	995.00	
40899	04/07/2020	CCS Interactive, Inc.	COVID-19 homepage and Facebook graphic	105.00	
40900	04/07/2020	City of Glendale	Glendale Utility tax - March 2020	62.66	
40901	04/07/2020	City of Glendale	Well Lease & Water Purchase December 2019	5,621.00	
40902	04/07/2020	City of Glendale Water & Power	Markridge - power purchased - March 2020	65.27	
40903	04/07/2020	Clark Pest Control, Inc.	Mills house - monthly pest control service - February 2020	152.35	12.65
40904	04/07/2020	Coastline Equipment Co.	Unit #15 - repair leaks	2,775.95	1,701.38
40905	04/07/2020	Colonial Life & Accidents Ins.	Employee paid insurance - March 2020	228.67	
40906	04/07/2020	Cypress Ancillary Benefits	Group dental - April 2020	1,954.01	1,302.68
40907	04/07/2020	Do-it Center	Misc. hardware - March 2020	871.01	313.54
40908	04/07/2020	Fire Master, Dept. 1019	5 fire extinguishers - stock	235.63	96.24
40909	04/07/2020	General Pump Company, Inc.	E-1011 Well 16 Rehab progress payment	30,502.13	
40910	04/07/2020	Grace Environmental Services	Nitrate plant Well #2 - monthly monitoring assistance - Jan/Feb. 2020	6,448.00	
40911	04/07/2020	Grainger	Compression packing seal for pumps	213.02	
40912	04/07/2020	Gsolutionz Professional Services	Update phone message for COVID-19 and other	254.92	166.53

40913	04/07/2020	Hach Company	Boyce & Durose -Chloramination disinfections training	462.00	138.00
40914	04/07/2020	Harper & Associates Eng., Inc.	E-1006 - inspection services - February 2020	12,544.00	
40915	04/07/2020	Highroad Information Technology	Information & Technology services - March 2020	4,281.14	876.86
40916	04/07/2020	Home Depot Credit Services	Misc. hardware - March 2020	102.76	
40917	04/07/2020	Impact L.A., LLC	Cost for copies - March 2020	25.06	24.06
40918	04/07/2020	Industrial Metal Supply Co.	E-995 Pickens Canyon - safety rails	1,549.39	
40919	04/07/2020	J's Maintenance Service, Inc.	Janitorial service - March 2020	807.12	254.88
40920	04/07/2020	J. Colon Coatings, Inc.	E-1006 - progress payment	92,421.51	
40921	04/07/2020	J. De Sigio Construction, Inc.	E-1002 - 3200-3300 Brookhill - progress payment	77,855.35	
40922	04/07/2020	John Robinson Consulting, Inc.	E-995 - Consulting services - February 2020	1,080.00	
40923	04/07/2020	Varoujan Keosseian	Refund check		876.21
40924	04/07/2020	Emily Lacy	Refund check	28.60	
40925	04/07/2020	LANAIR Group, LLC	Infrastructure management agreement - March 2020	913.00	187.00
40926	04/07/2020	Lincoln Financial Group	Group Life & Disability Insurance - April 2020	555.97	370.64
40927	04/07/2020	O'Reilly Auto Parts	Misc. parts - March 2020	21.82	13.37
40928	04/07/2020	Office Depot	Misc. supplies - March 2020	292.59	270.08
40929	04/07/2020	Paper Cuts, Inc.	Paper shredding - March 2020	2.60	2.40
40930	04/07/2020	Paveco Construction Inc.	E-1009 - Pennsylvania Pipeline paving final payment	18,487.04	
40931	04/07/2020	Pep Boys, Fleet Services	Unit #21 - trailer tires	270.28	165.65
40932	04/07/2020	Quinn Power Systems	Unit #54 - fix hydraulic leak	339.94	208.34
40933	04/07/2020	Ramco	Bobtail concrete & crushed misc. base - March 2020	556.58	
40934	04/07/2020	Rassac Air Systems	Main office - A/C and heat maintenance	215.60	64.40
40935	04/07/2020	Robert Brkich Const. Corp.	E-1009 - Pennsylvania Ave. main repair - progress payment	36,481.12	
40936	04/07/2020	Royal Industrial Solutions	E-939 - terminal block kit for SCADA	5,797.35	
40937	04/07/2020	S.C. Signs and Supplies, LLC	Misc. supplies - March 2020	218.46	227.36
40938	04/07/2020	Sawyer Petroleum	Clear diesel - 539 gallons	1,544.04	410.44
40939	04/07/2020	Serge's Automotive	Unit #38 - brakes and shocks	947.25	580.56
40940	04/07/2020	Simpler Systems	Monthly maintenance - April 2020	500.00	
40941	04/07/2020	So. Cal Compton Pipe Supply Co., Inc.	Stock - 3/4" ball valve	1,335.74	
40942	04/07/2020	Spectrum Business	Glenwood plant - data communications - March 2020	164.25	57.70
40943	04/07/2020	Springbrook Software, LLC	Springbrook services	600.00	200.00
40944	04/07/2020	Systemated Business Products	Letterhead stationary	328.07	315.19
40945	04/07/2020	The Gas Company	Plant - gas purchased - February 2020	156.29	49.35
40946	04/07/2020	Total Graphics	Magnetic vehicle signs	600.00	
40947	04/07/2020	Underground Service Alert/SC	Underground notifications - March 2020	198.73	93.51
40948	04/07/2020	Univar Solutions USA Inc.	Sodium hypochloride - Mills - 850 gallons, Glenwood - 650 gallons	3,477.34	
40949	04/07/2020	Vision Service Plan Co.	Group Vision - April 2020	278.46	185.64
40950	04/07/2020	Waste Management	Office - disposal service - March 2020	1,010.75	319.17
40951	04/07/2020	Wells Fargo Card Services	Colby - new employee badges, meeting dinner, bags for lab	364.32	115.82
40952	04/07/2020	Wells Fargo Card Services	Gould - AWWA conference & hotel, CWEA conference, training	1,944.96	480.02
40953	04/07/2020	Wells Fargo Card Services	Hass - monthly reoccurring software/hardware, hardware supplies	1,427.34	178.46

40954	04/07/2020	Wells Fargo Card Services	Lee - AWWA license, committee meeting lunches	140.11	39.50
40955	04/07/2020	Wells Fargo Card Services	Maxwell - network lunches, misc. tools & supplies	107.76	136.35
40956	04/07/2020	Wells Fargo Card Services	Ochoa - ACWA lodging, lunch meetings, survey fee	843.61	305.13
40957	04/07/2020	Wil-Power Battery & DC Special	Misc. batteries	46.35	18.91
40958	04/14/2020	Airgas USA, LLC	Monthly cylinder rental - February 2020	68.46	71.24
40959	04/14/2020	AT&T	Voice communication - March 2020	269.58	211.80
40960	04/14/2020	AT&T Mobility	Cell phone communication - March 2020	1,008.79	301.32
40961	04/14/2020	CCS Interactive, Inc.	Changes to website	957.50	
40962	04/14/2020	Clark Pest Control, Inc.	Glenwood - pest control service - March 2020	112.50	37.50
40963	04/14/2020	Eurofins Eaton Analytical Inc.	Water analysis - March 2020	716.00	
40964	04/14/2020	Fire Master	Fire extinguisher recharge	42.60	17.40
40965	04/14/2020	Great America Leasing Corp.	Kyocera copiers rental - March 2020	947.72	910.54
40966	04/14/2020	Lupe Montes	Refund check	275.19	
40967	04/14/2020	Ralph Andersen & Associates	Consulting services - various financial matters	466.88	95.62
40968	04/14/2020	Royal Industrial Solutions	E-939 - new batteries for radios	55.50	
40969	04/14/2020	Shell	Gas purchased - March 2020	1,309.77	391.22
40970	04/14/2020	Spectrum Business	Office - data communications - March 2020	2,113.66	742.63
40971	04/14/2020	Spectrum Business	Mills plant - data communications - March 2020	2,172.15	763.18
40972	04/14/2020	Ace Hardware	Misc. hardware - Mar/Apr 2020	387.13	311.14

Subtotals	\$1,170,704.78	\$297,871.06
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Total Disbursements for March 2020	\$1,468,575.84
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Payroll Report

Directors	\$1,250.00
Office Regular Payroll	\$167,001.00
Office OT	\$1,682.00
Plant Regular Payroll	\$104,986.00
Plant OT & Standby	\$6,711.00
Employer Payroll Taxes	\$20,888.00
Payroll Service Charges	<u>\$414.00</u>

Total Payroll for March 2020	<u><u>\$302,932.00</u></u>
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CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1

April 28, 2020

To: Honorable President and Members of the Board of Directors

From: Nem Ochoa, P.E. – General Manager

Subject: Temporary Measures for Mitigating Customer Impacts During COVID-19

ACTION ITEM:

Discuss Temporary Measures for Mitigating Customer Impacts During COVID-19.

BACKGROUND:

As a provider of essential services, CVWD is committed to ensuring that reliable safe drinking water and wastewater services are always available to this community, especially during times of crisis. CVWD takes deliberate planning measures and actions to ensure it can provide these essentials services now and for generations to come. However, during these extraordinary times, it becomes necessary to adapt to the reality of our current conditions. In a move to assist customers that are facing financial hardship due to the COVID-19 pandemic, the CVWD Board of Directors moved to delay rate increase discussions that were scheduled for June 2020. Prior to this board action taken on April 14th, CVWD also halted all water shutoffs and late fees ahead of the Governor's Executive Order to do so.

DISCUSSION:

On April 14th, after moving to delay potential rate increases, the Board also stated its intention to further assist the community during this crisis. This board item provides an opportunity for the Board to discuss and possibly take action on viable and equitable measures under the purview of CVWD that can provide assistance to the community at this time.

RECOMMENDATION:

Discuss and take action on temporary measures for mitigating customer impacts during COVID-19.

ENVIRONMENTAL REVIEW:

Not applicable

FUNDING AVAILABILITY:

Not applicable.

Submitted by:



Nem Ochoa, P.E.
General Manager

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
April 28, 2020

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa – General Manager
Subject: Long-Term Infrastructure Reliability and Funding Roadmap – Bond Financing

ACTION ITEM:

Discussion of the District's Long-Term Infrastructure Reliability and Funding Roadmap.

BACKGROUND:

The Long-Term Infrastructure Reliability and Funding Roadmap was introduced to the Board and members of the public during a board workshop on January 24, 2020 and discussed during subsequent Board, committee, and Community Advisory Committee meetings. In addition, a survey regarding the community's preference for bond funding was shared following the March 10, 2020 Board meeting. During the April 14, 2020 teleconferenced Board meeting, the Board directed staff to provide analysis for a range of scenarios involving a refinancing component and a new money component for a potential bond issuance.

The District has 2007 Bonds outstanding in the amount of \$6.7 million. They were refinanced in 2017, and the District has the option of refinancing the bonds again on or after June 3, 2020. If the bonds were refinanced under current market conditions and the payment period was lengthened to 30 years to match a new money component, the annual bond payment would decrease by \$172K, from \$540K to \$368K. Applying the cashflow from this reduction in payment would generate \$3.3 million in new money that could be used to mitigate the District's deferred CIP. There would be no net increase in annual debt payments from the current payment of \$540K.

Staff worked with the District's financial advisor, John Phan, to develop a sensitivity analysis. A sensitivity analysis accommodates for various ranges. In this case, the analysis accommodates for two ranges: 1) total new money for CIP in increments of \$5M, up to \$20M; and 2) changes in interest rates in increments of 0.25%, up to +/- 1.25%. Interest rates have increased since the last market update. Analysts expect the market to trend back downward in the short-to-medium term. Mr. Phan will be available via teleconference as a resource.

RECOMMENDATION

Discuss the Roadmap.

Prepared by:



James Lee
Director of Finance & Administration

Submitted by:



Nem Ochoa
General Manager

Attachment(s):

- Bond refinancing and new money financing sensitivity analysis

Crescenta Valley Water District

Bond Refinancing and New Money Issuance Analysis

As of Market Conditions on April 20, 2020

Market Movement	Rate (TIC) ¹	New Money From Refunding Only (maintain current debt service) ²	Additional Annual Debt Service for Refunding + \$5M	Additional Annual Debt Service for Refunding + \$10M	Additional Annual Debt Service for Refunding + \$15M	Additional Annual Debt Service for Refunding + \$20M
+1.25%	4.50%	\$1,800,000	\$197,929	\$506,648	\$815,752	\$1,124,673
+1.00%	4.25%	2,040,000	176,144	476,099	776,050	1,075,750
+0.75%	4.00%	2,340,000	155,263	445,983	737,017	1,027,863
+0.50%	3.75%	2,630,000	134,010	416,208	698,735	980,690
+0.25%	3.50%	2,940,000	113,544	387,074	660,526	934,184
Current Market	3.25%	3,250,000	93,165	358,175	623,410	888,453
-0.25%	3.00%	3,580,000	73,267	329,773	586,627	843,428
-0.50%	2.75%	3,930,000	53,456	301,931	550,546	799,280
-0.75%	2.50%	4,295,000	34,229	274,442	515,046	755,654
-1.00%	2.25%	4,670,000	15,252	247,647	480,265	712,873
-1.25%	2.00%	5,075,000	-3,393	221,177	446,067	670,840

Note 1 - 'TIC' is the Total Interest Cost applied to a financing.

Note 2 - Assumes 30-year bond issuance.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3
April 28, 2020

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa – General Manager
Subject: **Budget Discussion for FY 2020-21**

ACTION ITEM:

Discussion of the District's budget for FY 2020-21.

BACKGROUND:

The District's budget is comprised of three primary components or levers: 1) Operating Budget; 2) Capital Budget (CIP); and 3) Available Funds from rate revenue and reserves.

The Operating Budget was presented by department during the March 10, 2020 Board meeting. The discussion summarized areas of increase for operational needs and areas of decrease created by cost saving measures such as permanent staff reductions. There being no budget-specific comments or recommendations, staff will make no further adjustments to the Operating Budget, as presented. Staff will present the updated operating expenses at the May 12, 2020 Board meeting, based on Q3 financials.

During the April 14, 2020 Board meeting, the Board moved to postpone any rate increases until further notice.

With the operating budget and estimated rate revenue generally known, the capital budget or CIP remains the key component that will drive the need to pursue additional funding sources, primarily reserves and bond proceeds. As discussed in prior board meetings, refinancing existing debt coupled with additional bonds is a viable option that the Board is considering. Once the level of refinancing/new-money and utilization of reserves is determined, the District can establish the funding level for its CIP.

As described above, this staff report provides an update of the budget process thus far. A proposed schedule for remaining discussions on the budget, debt finance, and reserves is enclosed, and allows for two flex Board meetings.

RECOMMENDATION

Discussion and input from the Board of Directors on the budget process for FY 2020-21.

Prepared by:



James Lee
Director of Finance & Administration

Submitted by:



Nem Ochoa
General Manager

Attachment(s): Proposed Timeline for FY 2020-21 Budget

Crescenta Valley Water District

Proposed Timeline for FY 2020-2021 Budget

as of April 28, 2020

Budget Component		
		- Operating Expenses
		- Rates
		- CIP / Bonds
Friday, March 6, 2020	Finance Committee	Discussed Operating Expenses - department budgets, operational savings from last year's budget <i>no further direction from Board to staff</i>
Tuesday, March 10, 2020	Board Meeting	Discussed Operating Expenses - department budgets, operational savings from last year's budget <i>no further direction from Board to staff</i>
Tuesday, April 14, 2020	Board Meeting	Discussed Rates (Prop 218) Notice <i>Board moved to postpone any rate increases until further notice</i>
Wednesday, April 22, 2020	Finance Committee	Discussed Bond Refinancing/Financing for Short-Term CIP <i>Committee advised to bring before the Board</i>
Tuesday, April 28, 2020	Board Meeting	Discuss Bond Refinancing/Financing for Short-Term CIP <i>Staff seek Board direction for go/no-go decision on bonds and amount of issuance</i>
TBD	Engineering Committee	Build CIP budget using cash and potential bond proceeds <i>Staff seek Committee direction to bring before the Board</i>
TBD	Finance Committee	Present Operating Expenses based on updated projections using Q3 financials <i>Staff seek Committee direction to incorporate into the budget</i>
Tuesday, May 12, 2020	Board Meeting	Build CIP budget using cash and potential bond proceeds <i>Staff seek Committee direction to bring before the Board</i> Present updated Operating Expenses
Tuesday, May 26, 2020	Board Meeting	Present finalized budget for approval
Tuesday, June 9, 2020	Board Meeting	<i>(flex date, to be utilized as needed)</i>
Tuesday, June 23, 2020	Board Meeting	<i>(flex date, to be utilized as needed)</i>

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 4

April 28, 2020

To: Honorable President and Members of the Board of Directors

From: David S. Gould, P.E. – Director of Engineering

Subject: Recommendation to Award Contract for the Rehabilitation of Well 11

ACTION ITEM:

Pump Replacement and Casing Rehabilitation of Well 11, Project E-1015 – Consideration and motion to authorize the General Manager to award a contract to Best Drilling and Pump, Inc. for the rehabilitation of Well 11 at a cost of \$49,700 and establish a contingency amount of \$4,970 (10% of contract) to cover the cost of unforeseen or additional work.

BACKGROUND:

Well 11's rehabilitation was planned as part of the FY 19/20 CIP Budget. Well 11 was last rehabilitated in 2015 with a design flow rate of 225 gpm. Since its last rehab in 2015, Well 11 produced, on average, 70 gpm of groundwater daily. Staff is planning to replace the existing pump with a smaller pump, which should operate more efficiently at the production levels we've been experiencing. Currently the pump and motor are operating at a capacity of approximately 60 gpm. With a thorough rehabilitation, staff believes the well can be restored to a operating capacity between 90 – 100 gpm.

Staff is looking at starting the work at Well 11 in early May 2020 and the Project should be completed by early of July 2020.

DISCUSSION:

On April 6, 2020, staff sent out a Request for Quotes to six (6) pump and well contractors for the rehabilitation of Well 11. A mandatory pre-bid meeting web conference was held on April 15, 2020. Contractors were provided project details and a video of the site. The bid opening for the project was held on April 22, 2020 and the results are as follows:

	<u>Bidder</u>	<u>Total Bid Amount</u>
Low	Best Drilling and Pump	\$49,700.00
2 nd	Weber Water Resources	\$71,978.47
3 rd	Legend Pump and Well Services	\$78,161.00
4 th	General Pump Company	\$89,368.00

Best Drilling and Pump of Colton was the apparent low bidder for the project, met the contract requirements and prevailing wage compliance. Staff reviewed their submitted references. All responding references have been pleased with their work on previous related projects. Staff has also worked with Best Drilling and Pump in the past on well and booster pump projects, and the experience working with them has been positive.

The engineer's estimate was \$89,950 and the low bid was \$49,700 which is 44.8% lower than the engineer's estimate.

RECOMMENDATION:

It is staff's recommendation to award the project to the lowest responsible bidder, Best Pump and Drilling, Inc., for the Pump Replacement and Casing Rehabilitation of Well 11, Project E-1015 at the price of \$49,700. In addition, establish a contingency amount of \$4,970 (10% of contract) to cover the cost of unforeseen or additional work. If approved, the work should be completed in July 2020.

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.

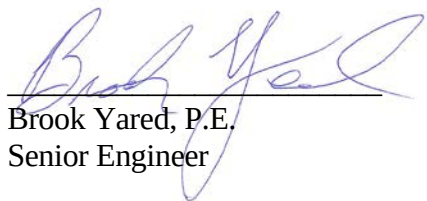
FUNDING AVAILABILITY:

Staff anticipates that Well 11 will achieve a production rate of 90 gpm and Well 11 is projected to produce an additional 4.0 ac-ft per 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 \$2,800, not including efficiency gains of the pump and motor assembly. The payback period for this work is estimated to be 20 months.

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

Account Description	Amount
FY 19/20 Water Supply – Well Rehabilitation	\$190,000
E-1011 – Well 16 Rehabilitation	<\$102,743>
E-1015 – Well 11 Rehabilitation	<49,700>
Unforeseen or additional work	<\$4,970>
Amount Remaining in Water Supply – Well Rehabilitation	\$32,587

Prepared by:



Brook Yared, P.E.
Senior Engineer

Submitted by:



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

Attachments: Bid Summary

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CRESCENTA VALLEY WATER DISTRICT

Title: Pump Replacement and Casing Rehabilitation of Well 11
 E-Job No: E-1015
 Engr's Est.: \$89,950
 Proj. Manager: Brook Yared

BID LOCATION: CVWD's Main Office
 TIME: 2:00 PM
 DATE: 4/23/2020
 BY: BY CHECKED: DSG

DATE: 4/23/2020

				Engineers Estimate		Best Drilling and Pump		Weber Water Services		Legend Pump and Well		General Pump Company	
ITEM	DESCRIPTION	QUANTITY		UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT			UNIT	AMOUNT
1	Mobilization and Demobilization	1	LS	\$18,000.00	\$18,000.00	\$7,000.00	\$7,000.00	\$17,817.17	\$17,817.17	\$13,550.00	\$13,550.00	\$21,415.00	\$21,415.00
2	Remove Existing Pump Assembly, Line Shaft and Column Pipe	1	LS	\$5,500.00	\$5,500.00	\$3,000.00	\$3,000.00	\$5,016.67	\$5,016.67	\$4,100.00	\$4,100.00	\$10,514.00	\$10,514.00
3	Wire Brush Casing and Airlift/Bail Sediment	24	Hr	\$325.00	\$7,800.00	\$325.00	\$7,800.00	\$250.00	\$6,000.00	\$420.00	\$10,080.00	\$523.00	\$12,552.00
4	Chemical Treatment Using Acids and Dispersants	1	LS	\$12,000.00	\$12,000.00	\$14,000.00	\$14,000.00	\$22,896.78	\$22,896.78	\$18,540.00	\$18,540.00	\$17,415.00	\$17,415.00
5	Mechanical Development	12	Hr	\$450.00	\$5,400.00	\$450.00	\$5,400.00	\$375.00	\$4,500.00	\$818.00	\$9,816.00	\$912.00	\$10,944.00
6	New Submersible Pump & Motor Assembly	1	LS	\$30,000.00	\$30,000.00	\$8,000.00	\$8,000.00	\$8,714.55	\$8,714.55	\$10,575.00	\$10,575.00	\$9,559.00	\$9,559.00
7	Column Piping and Chemical Feed Tube	185	L.F.	\$50.00	\$9,250.00	\$21.62	\$4,000.00	\$20.18	\$3,733.30	\$51.35	\$9,500.00	\$33.00	\$6,105.00
8	Start-up and Testing	1	LS	\$2,000.00	\$2,000.00	\$500.00	\$500.00	\$3,300.00	\$3,300.00	\$2,000.00	\$2,000.00	\$864.00	\$864.00
				Engineers Estimate	\$89,950.00	low	\$49,700.00	2nd	\$71,978.47	3rd	\$78,161.00	4th	\$89,368.00

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

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

GM Report
April 28, 2020

General Managers Report Topics:

- GM Activities

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

- Operational Cost Saving Measure – Hydrant Rebuild
- Staying Connected – All-hands Meeting and CVWD Safe-at-Home Cookbook
- CVWD Letters to County Supervisor, Senator, and Assembly Member regarding COVID-19
- Cal OES and FEMA approval of subaward application for Hazard Mitigation Plan

STAFFING

One (1) employee has a work anniversary in April. Arturo Montes – 2 years

As of April 23rd the District has gone 156 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Management Staff Meetings	- April 13 th , April 20 th
CVWD All-Hands Meeting	- April 15 th
Emergency Preparedness Committee Meeting	- April 17 th
PWAG COVID-19 Update Meeting	- April 20 th , April 27 th
Finance Committee Meeting	- April 22 rd
FMWD Retail Managers Meeting	- April 23 rd
ACWA Webinar – Brown Act under COVID-19	- April 23 rd

Submitted by:



Nem Ochoa
General Manager



Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214

Phone (818) 248-3925 Fax (818) 248-1659

Directors

Judy L. Tejada
James D. Bodnar
Kerry D. Erickson
Kenneth R. Putnam
Sharon Raghavachary

Officers

Nemesiano Ochoa, P.E.
General Manager
James Lee
Director of Finance & Administration

April 21, 2020

Supervisor Kathryn Barger
500 West Temple Street, Room 869
Los Angeles, CA 90012

Dear Supervisor Barger,

Crescenta Valley Water District (CVWD) has a long history of providing reliable water and wastewater service to the unincorporated communities of La Crescenta, Montrose, and Verdugo City. While much has changed since the District was founded in 1950, our guiding principles of transparency, partnership, and commitment to this Community has remained the same.

In the spirit of these guiding principles, we are informing you that the COVID-19 pandemic is affecting our customer's ability to pay for water and wastewater services. We have already seen an increase in payment delinquencies, and we anticipate deeper financial impacts as the "Stay at Home" order remains in place.

To assist our customers, we discontinued any service shut-offs and late fees ahead of the executive order to do so. We have also arranged payment plans for customers experiencing financial hardship. In addition, CVWD's Board of Directors recently voted to postpone a needed rate increase scheduled for June of 2020, to further ease customer concerns; even amidst the need to replace critically needed infrastructure to continue providing our essential services.

In order to mitigate these financial impacts, the District has aggressively reduced costs by eliminating some full-time positions, renegotiating contracts, and deferring infrastructure replacement projects. The District also plans to seek emergency funding reimbursement for expenses related to COVID-19 offered through FEMA and Cal OES, as it becomes available.

We respectfully request your assistance and support on the following:

- Keep us apprised of any funding that becomes available to assist public water agencies deal with the financial impacts of COVID-19.
- Keep us apprised of any funding that becomes available to the public to assist with paying their utilities.
- Keep us apprised of any funding that becomes available to assist public water utilities with replacement and repair of aging critical infrastructure.
- Provide support on short and long-term grant or loan assistance programs to help mitigate the impacts of customer delinquencies and to address critical infrastructure in an environment where we have deferred rate increases.
- Provide support on water supply reliability programs, specifically storm-water capture projects that can provide multiple benefits for the region (e.g. water supply, parks and median beautification, and recreation opportunities).

Through your assistance and support on these items, CVWD will be in a better position to continue its mission:

To provide quality water and wastewater services to the Crescenta Valley community in a dependable and economically responsible manner;

and strive towards its vision:

Secure sustainable water supplies and ensure infrastructure reliability, while furthering our commitment to accountability, transparency and cost-effectiveness.

Crescenta Valley Water District greatly appreciates your leadership, particularly during this time of crisis. We look forward to working with your office on these issues as opportunities arise.

Respectfully,

CRESCENTA VALLEY WATER DISTRICT



Kerry D. Erickson
President of the Board of Directors



Nemesciano Ochoa, P.E.
General Manager



Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214

Phone (818) 248-3925 Fax (818) 248-1659

Directors

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Sharon Raghavachary

Officers

Nemesiano Ochoa, P.E.

General Manager

James Lee

Director of Finance & Administration

April 22, 2020

Assembly Member Laura Friedman
State Capitol
P.O. Box 942849
Sacramento, CA 94249-0043

Dear Assembly Member Friedman,

Crescenta Valley Water District (CVWD) has a long history of providing reliable water and wastewater service to the unincorporated communities of La Crescenta, Montrose, and Verdugo City. While much has changed since the District was founded in 1950, our guiding principles of transparency, partnership, and commitment to this Community has remained the same.

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- Provide support on short and long-term grant or loan assistance programs to help mitigate the impacts of customer delinquencies and to address critical infrastructure in an environment where we have deferred rate increases.
- Provide support on water supply reliability programs, specifically storm-water capture projects that can provide multiple benefits for the region (e.g. water supply, parks and median beautification, and recreation opportunities).

Through your assistance and support on these items, CVWD will be in a better position to continue its mission:

To provide quality water and wastewater services to the Crescenta Valley community in a dependable and economically responsible manner;

and strive towards its vision:

Secure sustainable water supplies and ensure infrastructure reliability, while furthering our commitment to accountability, transparency and cost-effectiveness.

Crescenta Valley Water District greatly appreciates your leadership, particularly during this time of crisis. We look forward to working with your office on these issues as opportunities arise.

Respectfully,

CRESCENTA VALLEY WATER DISTRICT



Kerry D. Erickson
President of the Board of Directors



Nemesciano Ochoa, P.E.
General Manager



Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214

Phone (818) 248-3925 Fax (818) 248-1659

Directors

Judy L. Tejada
James D. Bodnar
Kerry D. Erickson
Kenneth R. Putnam
Sharon Raghavachary

Officers

Nemesiano Ochoa, P.E.
General Manager
James Lee
Director of Finance & Administration

April 22, 2020

Senator Anthony Portantino
Capitol Office
State Capitol, Room 3086
Sacramento, CA 95814

Dear Senator Portantino,

Crescenta Valley Water District (CVWD) has a long history of providing reliable water and wastewater service to the unincorporated communities of La Crescenta, Montrose, and Verdugo City. While much has changed since the District was founded in 1950, our guiding principles of transparency, partnership, and commitment to this Community has remained the same.

In the spirit of these guiding principles, we are informing you that the COVID-19 pandemic is affecting our customer's ability to pay for water and wastewater services. We have already seen an increase in payment delinquencies, and we anticipate deeper financial impacts as the "Stay at Home" order remains in place.

To assist our customers, we discontinued any service shut-offs and late fees ahead of the executive order to do so. We have also arranged payment plans for customers experiencing financial hardship. In addition, CVWD's Board of Directors recently voted to postpone a needed rate increase scheduled for June of 2020, to further ease customer concerns; even amidst the need to replace critically needed infrastructure to continue providing our essential services.

In order to mitigate these financial impacts, the District has aggressively reduced costs by eliminating some full-time positions, renegotiating contracts, and deferring infrastructure replacement projects. The District also plans to seek emergency funding reimbursement for expenses related to COVID-19 offered through FEMA and Cal OES, as it becomes available.

We respectfully request your assistance and support on the following:

- Keep us apprised of any funding that becomes available to assist public water agencies deal with the financial impacts of COVID-19.
- Keep us apprised of any funding that becomes available to the public to assist with paying their utilities.
- Keep us apprised of any funding that becomes available to assist public water utilities with replacement and repair of aging critical infrastructure.
- Provide support on short and long-term grant or loan assistance programs to help mitigate the impacts of customer delinquencies and to address critical infrastructure in an environment where we have deferred rate increases.
- Provide support on water supply reliability programs, specifically storm-water capture projects that can provide multiple benefits for the region (e.g. water supply, parks and median beautification, and recreation opportunities).

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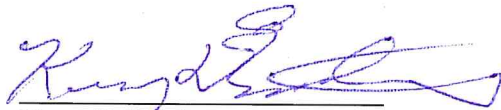
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Crescenta Valley Water District greatly appreciates your leadership, particularly during this time of crisis. We look forward to working with your office on these issues as opportunities arise.

Respectfully,

CRESCENTA VALLEY WATER DISTRICT



Kerry D. Erickson
President of the Board of Directors



Nemesciano Ochoa, P.E.
General Manager



April 15, 2020

Nemesciano Ochoa
General Manager
Crescenta Valley Water District
2700 Foothill Boulevard
La Crescenta, CA 91214

Subject: **Notification of Subapplication Approval**
Hazard Mitigation Grant Program
FEMA-**4407**-DR-CA, Project #**PL0138**, FIPS #**037-91004**

Dear Mr. Ochoa:

The California Governor's Office of Emergency Services (Cal OES) received notification that the Federal Emergency Management Agency (FEMA) has approved your organization's subaward application in the amount of **\$124,990.50**. A copy of the FEMA award package is enclosed for your records. In order to receive payment as a grant subrecipient, your organization must have the following on file with the Recovery Grants Processing Unit:

- A valid, current (approved within the last 3 years) Governing Body Resolution
- A Project Assurances for Federal Assistance agreement
- A Supplemental Grant Subaward Information sheet
- A current Federal Funding Accountability and Transparency Act (FFATA) Financial Disclosure form. This form must be submitted each fiscal year.
- An active DUNS Number registration with the federal System for Award Management (SAM) website. The registration must remain active for the duration of this grant subaward.

For your convenience, this subapplication approval package includes the required post-obligation documents as well as guides to completing and renewing a SAM registration. Please complete the documents and mail copies to the address listed at the end of this letter, keeping the originals with your records. Alternatively, you may scan and email the completed documents to the Recovery Grants Processing Unit at HMGrantsPayments@CalOES.ca.gov. Electronic copies of the post-obligation documents can also be requested at the same address.



Payments will be made on a reimbursement basis using the enclosed Hazard Mitigation Reimbursement Request Form. A ten percent (10%) retention will be withheld from all reimbursement payments and will be released as part of the subaward closeout process.

Reimbursements can be made only for items listed on the approved subaward application. Expenditures for any other work should be separately maintained and are the sole responsibility of the subrecipient. Any funds received in excess of current needs or approved amounts, or those found owed as a result of a final inspection or audit, must be refunded to the State within 30 days of receipt of an invoice from Cal OES.

When mailing documents to the Recovery Grants Processing Unit, please use the following address:

California Governor's Office of Emergency Services
Attention: Recovery Grants Processing Unit
3650 Schriever Avenue
Mather, CA 95655

For further assistance regarding post-obligation documents or the reimbursement request process, please contact the Recovery Grants Processing Unit at (916) 845-8110. For program-related questions, please contact the Hazard Mitigation Grants Programs Unit at (916) 845-8150.

Recovery Grants Processing Unit

Enclosures

c: Applicant's File



3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY GRANTS PROCESSING UNIT
(916) 845-8110