

# **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 20, 2015 at 7:00 p.m.**

**Posted: January 16, 2015 at 3:00 p.m.**

**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.**

## **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 (3) minute comment.**

## **Foothill Municipal Water District Report**

1. Report on activities at Foothill Municipal Water District.

## **Consent Calendar**

1. Consideration and approval of Minutes of the Regular Meeting January 6, 2015.
2. Consideration and approval of Minutes of the Special Meeting January 5, 2015.
3. Ratification of Disbursements for December 2014.

## **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 (2) minute comment.

1. **Appeal of a High Water Bill** – Consideration and possible action to grant a request for relief from a high water bill by Ms. Ann Kim at 4325 Briggs Ave.
2. **Claim for Injury** – Consideration and motion regarding a claim for injury received from Melissa Ann Oechsel related to an automobile accident with a District vehicle.
3. **Retention of As-Needed Engineering Consulting Services, Project M-951** – Consideration and motion to authorize the General Manager to retain three (3) professional engineering consulting firms to provide as-need engineering services to assist the Engineering Department.

## **Information Items**

## **Written Communications to District**

## **Staff Reports**

### **Secretary-Treasurer**

1. Cash and Investments –January 20, 2015.

**General Manager**

1. Administrative Report.

**District Engineer**

1. Water Production Report –January 1 – 18, 2015.
2. Report on Administrative and Field Operations.

**Program Specialist**

1. Report on Water Conservation issues.

**Information Technology**

1. Report of Information Technology issues.

**Attorney**

1. Report on legal and related matters relevant to the District.

**Reports of Committees**

**Engineering Committee**

1. Report of Engineering Committee meeting held on January 16, 2015.

**Finance Committee**

1. Consideration of finance issues affecting the District.

**Employee Relations Committee**

1. Consideration of employee relations issues affecting the District.

**Policy Committee**

1. Consideration of policy issues affecting the District.

**Community Relations/Water Conservation Committee**

1. Consideration of community relations/water conservation issues affecting the District.

**Emergency Planning Committee**

1. Consideration of emergency planning issues affecting the District.

**Director's Oral Reports**

Report on issues, meetings, or activities attended by Directors.

**Closed Session**

- **Conference with Legal Counsel**
  - o Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One case.
- **Public Employee Appointment (\$54957)**
  - o Title: General Manager

**Board Members' Request for Future Agenda Items**

**Adjournment**

# **CRESCENTA VALLEY WATER DISTRICT**

## **REGULAR MEETING, BOARD OF DIRECTORS**

**January 6, 2015**

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Regular Meeting of December 9, 2014, a Regular Meeting was held on January 6, 2015, at 6:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President Kenneth R. Putnam presiding.

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

|                             |                                                                                                                                                                                                                          |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Directors:</b>           | <b>James D. Bodnar</b><br><b>Michael L. Claessens</b><br><b>Kerry D. Erickson</b><br><b>Kenneth R. Putnam</b><br><b>Judy L. Tejeda</b>                                                                                   |
| <b>Attorney:</b>            | <b>Thomas S. Bunn</b>                                                                                                                                                                                                    |
| <b>General Manager:</b>     | <b>Dennis A. Erdman</b>                                                                                                                                                                                                  |
| <b>Secretary-Treasurer:</b> | <b>Ron L. Mitchell</b>                                                                                                                                                                                                   |
| <b>District Engineer:</b>   | <b>David S. Gould</b>                                                                                                                                                                                                    |
| <b>Others Present:</b>      | <b>Mark Hass, IT Manager</b><br><b>Christy Scott, Program Specialist</b><br><b>Wendy Holloway, Customer Accounts Supervisor</b><br><b>Larry Byers, Superintendent</b><br><b>Dr. Bill Mathis, Mathis Consulting Group</b> |

### **PLEDGE OF ALLEGIANCE**

President Putnam opened the meeting by asking Mr. Bunn to lead the Board and staff in reciting the Pledge of Allegiance.

### **ADOPTION OF AGENDA**

**It was moved by Director Bodnar, seconded by Director Tejeda and carried by a 5-0 vote that the Agenda for the Regular Meeting of January 6, 2015 be adopted as presented.**

**CLOSED SESSION:** No reportable action.

**PUBLIC COMMENT** – None

**FOOTHILL MUNICIPAL WATER DISTRICT REPORT** – Mr. Gould reported on MWD's Water Purchase Agreement that FMWD referenced as a recent action for Resolution No. 835-1214 amending Resolution No. 643-0100 as it relates to firm water deliveries for direct use and price, a function of the terms which MWD delivers water to FMWD occurring after January 1, 2015. Mr. Erdman reported that the next FMWD Board Meeting will be held on January 26, 2015.

**CONSENT CALENDAR**

**It was moved by Director Bodnar, seconded by Director Erickson and carried by a 5-0 vote to approve the Minutes of the Regular Board Meeting held on December 9, 2014.**

**ACTION CALENDAR**

**Regulatory and Public Affairs Manager** – President Putnam stated that this was discussed at the November 19, 2014 meeting, and was deferred until Director Erickson was present. Director Erickson recommends that this be deferred until the new General Manager comes in, as the new General Manager may organize the structure differently. Mr. Erdman said that he had changed the job title which was reviewed and concurred with the Employee Relations Committee; however, Director Erickson raised the question that this should come before the Board for discussion. Mr. Bunn researched this and found that it is in the District's Rules and Regulations that the Board approves all job descriptions. Mr. Erdman is recommending that the change in job title be made, along with a salary change.

Following discussion:

**It was moved by Director Tejeda to authorize a change in job title from Program Specialist to Regulatory and Public Affairs Manager, but the motion died due to lack of second.**

Following further discussion:

**It was moved by Director Erickson, seconded by Director Bodnar and carried by a 5-0 vote to defer this matter until the new General Manager is selected.**

**Discussion of Management Unit Salaries** – Mr. Erdman reported that in early 2014 the Board discussed a salary survey that staff had prepared that compared the District's Management Unit (MU) positions against 50 water agencies throughout the state. At that time the Board asked staff to work with the Employee Relations Committee to reduce the number of agencies involved in the survey, and bring the information back to the Board for more discussion. Staff met with the Committee on several occasions and narrowed the list of agencies involved to 15 retail agencies and 5 wholesale agencies. The Committee didn't feel the wholesale agencies were a good comparison, but staff said that they feel that the wholesale agencies are a good data point as the basic functions of the retail MU positions. The Board said that they did not want to address this during the middle of the contract and would readdress this issue when we renegotiate the 2016 employee package.

**Board Reorganization** – Director Putnam was voted President at the December 9, 2014 Board meeting. He has assigned the Directors to the following committees:

ENGINEERING COMMITTEE

Ken Putnam (Chair)  
Kerry Erickson

EMPLOYEE RELATIONS COMMITTEE

Kerry Erickson (Chair)  
James Bodnar

FINANCE COMMITTEE

James Bodnar (Chair)  
Michael Claessens

POLICY COMMITTEE

Judy Tejada (Chair)  
Ken Putnam

COMMUNITY RELATIONS/WATER CONS.  
COMMITTEE

Michael Claessens (Chair)  
Judy Tejada

EMERGENCY PLANNING COMMITTEE

James Bodnar (Chair)  
Kerry Erickson

**INFORMATION ITEMS** – MWD News Release: MWD Water Board revises supply allocation plan, also adds \$40 million to rebate program. Glendale Newspress: CVWD gets OK to tap part of Rockhaven site. South Coast Water District: Newsletter discussing drought. California Water Plan eNews: Remarkable activity in 2014 sets the stage for update 2018 process. Desert Sun: Coachella Valley Water District to offer cash rebate to encourage golf courses to remove some grass and replace with desert landscaping. SCE: Water rates changes on Catalina Island.

**WRITTEN COMMUNICATIONS TO DISTRICT** – Letter from ACWA/JPIA regarding H.R. LaBounty Safety Awards Program to Alex Sandoval. Letter from Willdan regarding the MOU between CVWD and City of La Canada on the New State General Permit for Community Water Systems. Copy of Resolution No. 835-1214 from FMWD as it relates to firm deliveries.

**REPORTS OF PERSONNEL**

**SECRETARY-TREASURER** – Mr. Mitchell provided the Summary of Cash and Investment report which contained the following items:

**Investment Portfolio Summary – as of January 6, 2015:**

|                              |             |
|------------------------------|-------------|
| Cash Accounts                | (\$516,954) |
| Great Pacific Securities     | \$39,772    |
| Bond Debt Service Fund Acct  | \$210,392   |
| Local Agency Investment Fund | \$1,745,325 |
| Federal Farm Credit (78)     | \$495,355   |
| Federal Farm Credit (81)     | \$996,570   |
| Federal Farm Credit (83)     | \$498,310   |
| Federal Farm Credit (86)     | \$975,100   |
| Federal Farm Credit (87)     | \$499,040   |
| US Treasury (92)             | \$973,590   |
| US Treasury (93)             | \$973,590   |
| Federal Farm Credit (94)     | \$975,110   |
| Federal Farm Credit (95)     | \$599,250   |

**MTBE Contingency Funds**

|                              |             |
|------------------------------|-------------|
| Local Agency Investment Fund | \$2,694,779 |
| Great Pacific Securities     | \$2,851,094 |
| Federal Farm Credit (M-30)   | \$1,011,050 |
| Federal Farm Credit (M-31)   | \$1,010,260 |
| Federal Farm Credit (M-32)   | \$1,000,010 |

|                            |             |
|----------------------------|-------------|
| Federal Farm Credit (M-33) | \$1,004,330 |
| Federal Farm Credit (M-34) | \$399,612   |

**Fund Balances at September 30, 2014**

|            |                 |
|------------|-----------------|
| Water      | \$14,236,010.39 |
| Wastewater | \$4,857,066.11  |

Mr. Mitchell also presented a spreadsheet that Director Tejeda had requested outlining the conferences and seminars that the Board and Staff have attended for the FY2013/14 and FY2014/15.

**GENERAL MANAGER** – Mr. Erdman reported that in January 3 employees will have anniversaries: Joe Huerta (29 years), Dave Spain (28 years), and David Rawlings (3 years). He also reported that there has been 210 days without a loss time accident, and that he is meeting with Lee Patton from ACWA/JPIA on January 7, 2015 to discuss the progress the District has made with safety compliance.

**DISTRICT ENGINEER**

**Water Production** – For the period of December 1 through December 31, 2014, water production averaged 83.1 million gallons per day, which is **29.2% less** than the daily average production of the same period in 2013. This is **18.7% less** from the daily average production of the previous five years.

|                                |              |
|--------------------------------|--------------|
| <b>Rainfall: December 2014</b> | <b>5.38”</b> |
| <b>Season-to-date:</b>         | <b>6.76”</b> |

**Administrative and Field Operations** – Mr. Gould provided a memorandum and discussed the following:

**Rainfall Update** – 5.38” for December 2014. Rainfall total for 2014-15 is 6.76”.

**Report on Engineering**

**CIP Projects** – Well Rehabilitation, E-934 – Well 11 – Ordered new pump. Ocean View Chlorination Project – Piping project – Complete – Building – 90% Design. Oak Creek MCC – Pre Construction Meeting – January 7, 2015. Eagle Canyon – Booster B – Complete. Pipeline Replacement – 8 inch water main start January 12, 2015. Sewer Relining Project – Start January 19, 2015. As-Need consulting services – RFQ due January 7, 2015

**Crescent Valley County Park - Local Groundwater Assistance Grant** – Flow monitoring in Verdugo Wash – Recording data. Monitoring Wells – Start – January 26, 2015.

**Glendale – Rockhaven Well** – Design – Surveying, soils report and preliminary design. Meet with Glendale – January 6, 2015.

**Ocean View Overflow/Drain Line** – AC replacement. Paving complete. Replace traffic Loops & Striping – January 12, 2015. Design – Finalizing proposal for hydrology & hydraulics.

**FMWD Issues** – Purchase Order – Tier 1 – CVWD – 2,154 ac-ft. per CY. 60% of Base – 1,436 ac-ft. per CY. Water Supply Allocation. Tentative – CVWD – 1,968 ac-ft. per FY.

**ULARA** – No Report.

**Water Meter Replacement Program** – Start FY 14/15 Water Meter Replacement Program – Replaced 351 meters to date. Staff reviewing alternatives to accelerate meter replacement.

**Report on Administrative and Field Operations:**

**Well Status** – Well production capacity remained steady at 2.3 MGD. New pressure control valve installed at Well 10.

**Booster Pumps** – No Report.

**Water Quality** – No Report.

**Reservoirs/Booster Stations** – No Report.

**Field Maintenance and Operations update for December 10 - 31, 2014**

**Water lateral leaks & repairs**

- 2533 Orange
- 3045 Alabama
- 4608 La Crescenta
- 2334 Del Mar

**Water Main Leaks** – 3900 Block of Park Place, 2200 Block of Honolulu (behind Anderson's per shop), Goss Canyon Pump Line.

**Fire Hydrant Replacement** – No Report.

**Sewer Maintenance** – 2000 Blocks of Manistee and Derwood. 2100 Blocks of Bristow, Normanton and Earnslow. 4100 – 5600 Blocks of Ocean View. 5400 – 5500 Blocks of Rockcastle. 2200 Blocks of Fairhurst, Canalda, Crescent and Los Amigos. 1800 – 2000 Blocks of La Granada Way. 1900 Block of Glenhaven. 2300 Blocks of Cross. 2200 Blocks of Barton Lane, Luana Lane, and Waltonia.

**PROGRAM SPECIALIST** – Ms. Scott reported that as of December 31, 2014, they have used \$31,000 of the additional \$75,000 for the turf rebates. Staff have sent out reminder letters to the customers who have not completed their turf replacement. She also reported on Regulatory issues for 2015, and that the following reports are due this year: Emergency Response Plan, Urban Water Management Plan, State Permit Report, Annual Report, Consumer Confidence Report, and the TTHM Exceedance Evaluation.

**INFORMATION TECHNOLOGY** – No report

**ATTORNEY** – Mr. Bunn reported on the Statewide Drinking Water Permit that was adopted on November 17, 2014, said that it is effective February 26, 2015, and said that agencies must enroll or specify exemption by September 1, 2015. Mr. Bunn said that this is a statewide permit applicable to discharges from drinking water systems and outlined some exemptions. He then outlined the application process and requirements and said that the state want us to be reusing the potable discharged water. There are regulations on how you can do the discharges by using best management practice for de-chlorination, erosion prevention and sediment/turbidity, but we do not have to do laboratory testing. Mr. Bunn said that there is an alternative which is you enter into a MOU with the operators of the storm drain systems and that there is an effort going on to do this on a regional basis in Los Angeles County by watershed. There has been a group that has been negotiating with the Regional Board, and it has been going well until the Flood Control

District decided to add a lot of requirements that wasn't liked. There is a small task force that has been negotiating with the Flood Control District and the Regional Board to sign off on.

### **REPORTS OF COMMITTEES**

**Engineering Committee** – Director Putnam reported that the Committee will meet on January 16, 2015 at 8:00 a.m.

**Finance Committee** – Director Bodnar reported that the Committee had not met; however a meeting will be scheduled as needed.

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

**Policy Committee** – Director Tejeda reported that the Committee had not met; however a meeting will be scheduled as needed.

**Community Relations/Water Conservation Committee** – Director Erickson reported that the Committee had not met; however a meeting will be scheduled as needed.

**Emergency Planning Committee** – Director Bodnar reported that the Committee had no met; however a meeting will be scheduled as needed.

### **DIRECTORS ORAL REPORTS**

Director Claessens reported that he attended the CVTC meeting on December 18, 2014 where they appointed new officers. He also attended the FMWD Board Meeting on December 22, 2014. He thanked Mr. Erdman for taking him on a tour of the District facilities and to Mr. Mitchell for giving the administrative issue information.

Director Erickson reminded the Board that there needs to be an article for the January 29<sup>th</sup> CV Weekly Newspaper.

Director Putnam – No Report

Director Tejeda – No Report

Director Bodnar – No Report

### **ADJOURNMENT**

There being no other business to come before the Board at 9:48 p.m., it was moved by Director Tejeda and seconded by Director Erickson that the meeting be adjourned to January 20, 2015 at 7:00 p.m.

### **APPROVED**

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Kenneth R. Putnam  
President

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Ron L. Mitchell  
Secretary-Treasurer

# **CRESCENTA VALLEY WATER DISTRICT**

## **SPECIAL MEETING, BOARD OF DIRECTORS**

**January 5, 2015**

Pursuant to the order of the Board of Directors, a Special Meeting was held on January 5, 2015, at 6:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President Kenneth R. Putnam presiding.

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

|                   |                             |
|-------------------|-----------------------------|
| <b>Directors:</b> | <b>James D. Bodnar</b>      |
|                   | <b>Michael L. Claessens</b> |
|                   | <b>Kerry D. Erickson</b>    |
|                   | <b>Kenneth R. Putnam</b>    |
|                   | <b>Judy L. Tejada</b>       |

|                  |                           |
|------------------|---------------------------|
| <b>Attorney:</b> | <b>Thomas S. Bunn III</b> |
|------------------|---------------------------|

**General Manager:**

**Secretary-Treasurer:**

**District Engineer:**

|                        |             |
|------------------------|-------------|
| <b>Others Present:</b> | <b>None</b> |
|------------------------|-------------|

### **PLEDGE OF ALLEGIANCE**

President Putnam opened the meeting by leading the Board in reciting the Pledge of Allegiance.

### **ADOPTION OF AGENDA**

**It was moved by Director Ross, seconded by Director Tejada and carried by a 5-0 vote that the Agenda for the Special Meeting of November 5, 2014, be adopted as presented.**

### **CLOSED SESSION**

The Board met in Closed Session with no reportable action.

### **ADJOURNMENT**

There being no other business to come before the Board, at 8:10 p.m. it was carried by a 5-0 vote that the meeting be adjourned.

### **APPROVED:**

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Kenneth R. Putnam  
**President**

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Ron L. Mitchell  
**Secretary-Treasurer**

# CASH DISBURSEMENTS LIST

## DECEMBER 2014



| <u>Check#</u> | <u>Check</u><br><u>Date</u> | <u>Payable To</u>                 | <u>Description</u>                                       | <u>Water</u><br><u>Amount</u> | <u>Wastewater</u><br><u>Amount</u> |
|---------------|-----------------------------|-----------------------------------|----------------------------------------------------------|-------------------------------|------------------------------------|
| 0             | 12/23                       | Southern California Edison Co.    | Power purchased 12/2014                                  | 20,097.64                     | 289.09                             |
| 30986         | 12/8                        | Christy Joana Scott               | Health Reimbursement                                     | 167.04                        | 111.36                             |
| 30987         | 12/9                        | AMEC Foster Wheeler Environment   | M-903A Professional services Stormwater Recharge         | 21,052.26                     |                                    |
| 30988         | 12/9                        | Ameripride Uniform Services, Inc  | Uniform rentals 11/2014                                  | 472.26                        | 157.42                             |
| 30989         | 12/9                        | Anawalt Lumber & Materials Co.    | Misc hardware 11/2014                                    | 264.85                        | 96.69                              |
| 30990         | 12/9                        | Klara Arakelian                   | Refund Check                                             | 43.29                         |                                    |
| 30991         | 12/9                        | ARC                               | Monthly MPS billing                                      | 661.28                        | 220.42                             |
| 30992         | 12/9                        | Arrowhead Mountain Spring Wate    | Distilled water                                          | 57.02                         |                                    |
| 30993         | 12/9                        | Associated Soils Engineering      | E-733CS-1 Chlorination station OV Reservoir              | 840.00                        |                                    |
| 30994         | 12/9                        | AT&T Mobility                     | Cell phone service 11/2014                               | 1,644.73                      | 548.23                             |
| 30995         | 12/9                        | AVAYA Financial Services          | Phone system lease                                       | 380.68                        | 126.90                             |
| 30996         | 12/9                        | BC Laboratories, Inc              | Water analysis                                           | 1,559.25                      |                                    |
| 30997         | 12/9                        | BC Laboratories, Inc              | Water analysis                                           | 6,325.00                      |                                    |
| 30998         | 12/9                        | BC Laboratories, Inc              | Water analysis                                           | 1,160.25                      |                                    |
| 30999         | 12/9                        | CalPers                           | Employee contributions 11/2014                           | 23,387.24                     | 15,081.78                          |
| 31000         | 12/9                        | Cannon                            | E-931 Oak Creek MCC                                      | 2,273.86                      |                                    |
| 31001         | 12/9                        | Cash-Petty Cash                   | Reimbursement for petty cash                             | 360.36                        | 27.82                              |
| 31002         | 12/9                        | Charter Communications            | Fiber Optic for Mills, Glenwood Plant & Office - 11/2014 | 3,961.73                      | 1,320.57                           |
| 31003         | 12/9                        | Chemsearch                        | Aerosol cleaning/sanitizing products                     | 99.62                         | 33.21                              |
| 31004         | 12/9                        | Choice Pest Control               | Monthly service at various sites                         | 194.75                        | 90.25                              |
| 31005         | 12/9                        | City of Glendale                  | Glendale Utility Tax 4/01/14 to 09/30/14                 | 119,278.24                    |                                    |
| 31006         | 12/9                        | City of Glendale                  | Water master fees                                        | 4,426.46                      |                                    |
| 31007         | 12/9                        | City of Glendale Police Dept      | Alarm System renewal at Glenwood                         | 450.00                        | 150.00                             |
| 31008         | 12/9                        | City of Glendale Water & Power    | Power purchased                                          | 38,422.00                     | 73.34                              |
| 31009         | 12/9                        | Civiltec Engineering Inc          | M-943 - Professional services for Ocean View drain line  | 1,822.50                      |                                    |
| 31010         | 12/9                        | Colonial Life & Accidents Ins.    | Employee paid insurance                                  | 183.61                        |                                    |
| 31011         | 12/9                        | Consolidated Elec. Distributor    | Misc. electric wire                                      | 201.92                        |                                    |
| 31012         | 12/9                        | Contractor Compliance & Mont Inc. | E-733CS OV Reservoir metering vault & piping             | 212.50                        |                                    |
| 31013         | 12/9                        | Crescenta Valley Tow Service      | Tow unit #9 to Stilmore Automotive                       | 43.50                         | 14.50                              |
| 31014         | 12/9                        | Dell Marketing L.P.               | Lease contract                                           | 415.34                        | 138.44                             |

| Check         |             |                                |                                                      | Water         | Wastewater    |
|---------------|-------------|--------------------------------|------------------------------------------------------|---------------|---------------|
| <u>Check#</u> | <u>Date</u> | <u>Payable To</u>              | <u>Description</u>                                   | <u>Amount</u> | <u>Amount</u> |
| 31015         | 12/9        | Do-it Center                   | Misc hardware for 11/2014                            | 147.09        | 20.40         |
| 31016         | 12/9        | Raymond Dodge                  | Parking reimbursement Automaton Fair                 | 11.25         | 3.75          |
| 31017         | 12/9        | Eurofins Eaton Analytical Inc. | Water analysis                                       | 176.00        |               |
| 31018         | 12/9        | First Choice                   | Coffee Service                                       | 150.07        | 150.06        |
| 31019         | 12/9        | Foothill Municipal Water       | Glendale interconnect charges for 2 months           | 100.00        |               |
| 31020         | 12/9        | Fred M. Boerner Motor Co.      | Brake repairs to Unit #18                            | 57.62         | 159.19        |
| 31021         | 12/9        | Full Source, LLC               | Fire Retardent pants                                 | 364.50        | 121.49        |
| 31022         | 12/9        | Great America Leasing Corp.    | Kyocera Copier lease                                 | 434.91        | 434.91        |
| 31023         | 12/9        | Haaker Equipment Company       | 2 -24'fiberglass poles for Vactor truck              |               | 462.16        |
| 31024         | 12/9        | Harrington Ind Plastics LLC    | PVC pipe, tees, elbows, nipples, and ball valves     | 1,446.12      |               |
| 31025         | 12/9        | David Hedin                    | Turf rebate                                          | 2,250.00      |               |
| 31026         | 12/9        | David Hostetter                | Turf rebate                                          | 2,800.00      |               |
| 31027         | 12/9        | Mary Jianu                     | Refund Check                                         | 60.99         |               |
| 31028         | 12/9        | Joseph G. Pollard Co., Inc     | Inspection mirrors                                   | 508.98        | 58.73         |
| 31029         | 12/9        | L.A. County Dept. Public Works | Excavation permits                                   | 3,324.50      |               |
| 31030         | 12/9        | L.A. County Dept. Public Works | Excavation permits                                   | 3,537.00      |               |
| 31031         | 12/9        | L.A. County Dept. Public Works | Excavation permits                                   | 3,423.00      |               |
| 31032         | 12/9        | LA Dept Water and Power        | Power purchased 11/2014                              | 48.04         |               |
| 31033         | 12/9        | Bruce and Laurie Lawton        | Turf rebate                                          | 4,000.00      |               |
| 31034         | 12/9        | Lincoln Financial Group        | Dental and Long Term insurance                       | 3,061.15      | 2,040.77      |
| 31035         | 12/9        | Lock-Up Inc.                   | Trouble shoot & repair intercom for gate at Glenwood | 93.75         | 31.25         |
| 31036         | 12/9        | Logan Supply Co. Inc           | Meter wrenches and misc. supplies                    | 513.15        | 513.14        |
| 31037         | 12/9        | John Thomas McCarty            | Turf rebate                                          | 4,800.00      |               |
| 31038         | 12/9        | Mimecast North America, Inc.   | Monthly email security fees                          | 150.00        | 50.00         |
| 31039         | 12/9        | Stanley Mortel                 | Turf rebate                                          | 4,300.00      |               |
| 31040         | 12/9        | National Pen Company           | Pens for water conservation giveaway items           | 767.28        |               |
| 31041         | 12/9        | New Image Landscaping          | Monthly maintenance                                  | 1,002.50      | 177.50        |
| 31042         | 12/9        | Northern Safety Co., Inc       | Clear safety glasses                                 | 161.71        | 53.90         |
| 31043         | 12/9        | O'Reilly Auto Parts            | Misc parts 11/2014                                   | 116.86        | 38.95         |
| 31044         | 12/9        | Office Depot - Credit Plan     | Misc supplies 11/2014                                | 555.20        | 391.70        |
| 31045         | 12/9        | Outsource Fleet Service, Inc.  | Unit #18 - Repair water leak in reservoir hose       | 313.50        | 104.50        |
| 31046         | 12/9        | Paper Cuts, Inc                | Monthly paper shredding                              | 26.88         | 26.87         |
| 31047         | 12/9        | Paveco Construction Inc        | Paving list 15-07                                    | 9,339.75      |               |
| 31048         | 12/9        | Quinn Power Systems            | Dump truck rental for 13 days                        | 2,763.17      | 921.06        |

| <b>Check#</b> | <b>Check<br/>Date</b> | <b>Payable To</b>                   | <b>Description</b>                                                                           | <b>Water<br/>Amount</b> | <b>Wastewater<br/>Amount</b> |
|---------------|-----------------------|-------------------------------------|----------------------------------------------------------------------------------------------|-------------------------|------------------------------|
| 31049         | 12/9                  | Paul Rademacher                     | Turf rebate                                                                                  | 4,000.00                |                              |
| 31050         | 12/9                  | Raftelis Financial Consultants, Inc | E-940 Professional services for Well 16                                                      | 352.50                  |                              |
| 31051         | 12/9                  | Ramco                               | Crushed base material                                                                        | 1,770.00                |                              |
| 31052         | 12/9                  | Red Wing Shoe Store                 | Safety Boots for Morgen DuRose                                                               | 145.91                  | 48.64                        |
| 31053         | 12/9                  | Sandra Ri                           | Turf rebate                                                                                  | 7,200.00                |                              |
| 31054         | 12/9                  | Rossmoyne Properties Inc.           | Refund Check                                                                                 | 25.06                   |                              |
| 31055         | 12/9                  | Sawyer Petroleum                    | 611.5 gallons of diesel-Glenwood                                                             | 1,629.94                | 543.31                       |
| 31056         | 12/9                  | Sems Technologies Corp.             | USA database training and setup (1/2 payment)                                                | 1,037.50                | 1,037.50                     |
| 31057         | 12/9                  | Sessions Consulting Engineers       | M-933 structural engineering calculations Ordunio Wall                                       | 2,215.00                |                              |
| 31058         | 12/9                  | St Water Resource Control Brd.      | Water system fees                                                                            | 2,088.00                |                              |
| 31059         | 12/9                  | The Gas Company                     | Gas purchased Glenwood 11/2014                                                               | 84.95                   | 28.31                        |
| 31060         | 12/9                  | Toro Enterprises, Inc.              | Refund flooding meter                                                                        | 1,442.39                |                              |
| 31061         | 12/9                  | Trench Shoring Company              | Steel plate at Alabama & Maryland                                                            | 745.00                  |                              |
| 31062         | 12/9                  | Underground Service Alert/SC        | Underground notifications for 11/2014                                                        | 136.12                  | 45.38                        |
| 31063         | 12/9                  | Univar USA Inc                      | Bleach at Mills & Glenwood                                                                   | 2,446.61                |                              |
| 31064         | 12/9                  | UPS                                 | Shipping charges                                                                             | 43.57                   | 17.93                        |
| 31065         | 12/9                  | Vision Service Plan Co-(CA)         | Group Vision for 12/2014                                                                     | 264.55                  | 176.36                       |
| 31066         | 12/9                  | Waste Management - Sun Valley       | Disposal for plant 12/2014                                                                   | 659.07                  | 219.68                       |
| 31067         | 12/9                  | Water Wise Consulting, Inc          | Water audits - 2748 Prospect & 5831 Freeman                                                  | 350.00                  |                              |
| 31068         | 12/9                  | Western Water Works                 | 3" & 4" brass plugs, gate valves, nozzles, bolts, gaskets, weld flanges, nipples, and elbows | 17,518.54               | 91.12                        |
| 31069         | 12/9                  | Zaks Foreign Auto Service, Inc.     | Refund Check                                                                                 | 7.22                    |                              |
| 31070         | 12/9                  | Southern California Edison Co.      | Payment for damages Claim #201403591                                                         | 2,926.12                |                              |
| 31071         | 12/10                 | So Cal Water Utilities Assoc.       | Christmas Luncheon - 9 employees attending                                                   | 168.75                  | 56.25                        |
| 31072         | 12/18                 | ACWA/JPIA                           | Group Health insurance for 01/2015                                                           | 33,198.82               | 22,132.54                    |
| 31073         | 12/18                 | ADS, LLC                            | Monthly monitoring                                                                           |                         | 1,015.00                     |
| 31074         | 12/18                 | Aflac                               | Employee paid insurance                                                                      | 1,363.73                |                              |
| 31075         | 12/18                 | Airgas USA, LLC                     | Monthly cylinder rental                                                                      | 173.13                  | 173.12                       |
| 31076         | 12/18                 | ARC                                 | Printing of water atlases                                                                    | 465.27                  |                              |
| 31077         | 12/18                 | Associated Soils Engineering        | Professional services E-733CS                                                                | 840.00                  |                              |
| 31078         | 12/18                 | AT&T                                | PRI Line 12/2014                                                                             | 2,156.84                | 740.44                       |
| 31079         | 12/18                 | BC Laboratories, Inc                | Water analysis                                                                               | 2,220.25                |                              |
| 31080         | 12/18                 | Belzona California Inc.             | Belzona epoxy for pipe joints                                                                | 664.22                  |                              |
| 31081         | 12/18                 | Consolidated Elec. Distributor      | Wire for nitrate plant                                                                       | 269.36                  |                              |

|               |             |                                   |                                                           | Water         | Wastewater    |
|---------------|-------------|-----------------------------------|-----------------------------------------------------------|---------------|---------------|
| <u>Check#</u> | <u>Date</u> | <u>Payable To</u>                 | <u>Description</u>                                        | <u>Amount</u> | <u>Amount</u> |
| 31082         | 12/18       | Corporate Telecomm                | Land line lease                                           | 175.54        | 58.49         |
| 31083         | 12/18       | Dataprose LLC                     | Printing and Postage controls 1-4                         | 1,556.78      | 1,556.77      |
| 31084         | 12/18       | E & R Construction, Inc.          | E-733CS - Chlorination Station OV Reservoir               | 162,545.00    |               |
| 31085         | 12/18       | Eurofins Eaton Analytical Inc.    | Water analysis                                            | 456.00        |               |
| 31086         | 12/18       | Eurofins Eaton Analytical Inc.    | Water analysis                                            | 232.00        |               |
| 31087         | 12/18       | Foothill Car Wash, Lube & Oil     | Oil change for Unit #36 & Unit #38                        | 157.48        | 52.49         |
| 31088         | 12/18       | Foothill Municipal Water          | Water delivery                                            | 152,321.42    |               |
| 31089         | 12/18       | GMR International Equipment Corp. | 2 - hydrant gate valves                                   | 365.31        |               |
| 31090         | 12/18       | Grainger                          | 2 - pumps for air compressors                             | 3,090.67      | 14.83         |
| 31091         | 12/18       | Jensen Precast                    | D-14-19 - 5 concrete meter vaults for new Caltrans meters | 5,260.00      |               |
| 31092         | 12/18       | Jobs Available Inc.               | Advertise for GM                                          | 710.78        | 236.92        |
| 31093         | 12/18       | Just Tires, Inc.                  | Unit #10 - new tire                                       | 143.04        | 47.68         |
| 31094         | 12/18       | Dr. Vinay Keesara                 | Turf rebate                                               | 4,800.00      |               |
| 31095         | 12/18       | Lagerlof, Senecal, Gosney & Kr    | Legal services 11/2014                                    | 7,620.00      | 1,250.00      |
| 31096         | 12/18       | Lance Allen Company, Inc          | Cost for copies plant                                     | 946.97        | 946.95        |
| 31097         | 12/18       | Lincoln Financial Group           | Long term and dental insurance for 01/2015                | 3,061.15      | 2,040.77      |
| 31098         | 12/18       | McCall's Meter Sales & Service    | 6" Ultra Mag Electromagnetic Flowmeter for Well #10       | 3,592.85      |               |
| 31099         | 12/18       | Northern Safety Co., Inc          | Latex safety gloves                                       | 128.69        | 42.89         |
| 31100         | 12/18       | Northern Tool & Equip Co.         | Miscellaneous supplies                                    | 20.00         | 19.99         |
| 31101         | 12/18       | Steve Phillips                    | Turf rebate                                               | 2,500.00      |               |
| 31102         | 12/18       | Red Wing Shoe Store               | Safety boots - Avila - Smith - A. Sandoval                | 469.60        | 156.54        |
| 31103         | 12/18       | Right of Way, Inc.                | 2 - Construction road signs with stands                   | 153.61        | 51.20         |
| 31104         | 12/18       | Robert Brkich Const. Corp         | install 4 new 3" meters for Caltrans D-14-19              | 60,653.22     |               |
| 31105         | 12/18       | Ryan Herco Flow Solutions Boston  | 2 - Valve repair kits                                     | 351.46        |               |
| 31106         | 12/18       | Sawyer Petroleum                  | 389 Gal.Red Diesel Fuel                                   | 845.45        | 281.82        |
| 31107         | 12/18       | Secretary of State                | Statement of Information filing for CVWD Finance Corp     | 20.00         |               |
| 31108         | 12/18       | Paula Simmons                     | Turf rebate                                               | 2,400.00      |               |
| 31109         | 12/18       | So Cal Tractor Sales, Inc         | Replacement parts for Unit #21 - Kamatsu                  | 317.84        | 145.04        |
| 31110         | 12/18       | Dave Spain                        | Reimbursement for jeans                                   | 36.78         | 12.25         |
| 31111         | 12/18       | St Water Resource Control Brd.    | Certification renewal Grade D4 - Larry Byers              | 105.00        |               |
| 31112         | 12/18       | St Water Resource Control Brd.    | Certification renewal Grade D4 - David Spain              | 105.00        |               |
| 31113         | 12/18       | St Water Resource Control Brd.    | Certification renewal Grade D4 - Morgen DuRose            | 105.00        |               |
| 31114         | 12/18       | Staples Business Advantage        | Misc supplies 11/2014                                     | 126.59        | 126.58        |
| 31115         | 12/18       | Star Brite Bldg. Maintenance Inc  | Janitorial service 12/2014                                | 618.75        | 206.25        |

| <u>Check#</u>                | <u>Check</u><br><u>Date</u> | <u>Payable To</u>                | <u>Description</u>                                                                            | <u>Water</u><br><u>Amount</u> | <u>Wastewater</u><br><u>Amount</u> |
|------------------------------|-----------------------------|----------------------------------|-----------------------------------------------------------------------------------------------|-------------------------------|------------------------------------|
| 31116                        | 12/18                       | Catherine and Frank Sulzerberger | Turf rebate                                                                                   | 1,650.00                      |                                    |
| 31117                        | 12/18                       | T.T. Technologies, Inc           | Oil for air tools                                                                             | 34.71                         | 34.71                              |
| 31118                        | 12/18                       | Judy Tejeda                      | Reimbursement for ACWA Conference 12/2014                                                     | 522.34                        | 174.11                             |
| 31119                        | 12/18                       | Trench Shoring Company           | Steel plate OV/Foothill                                                                       | 140.00                        |                                    |
| 31120                        | 12/18                       | United Traffic Service & Supply  | Arrow board rental for M-943 over flow at OV Reservoir                                        | 354.25                        |                                    |
| 31121                        | 12/18                       | Univar USA Inc                   | 1516 gal.bleach Mills/Glenwood                                                                | 2,599.97                      |                                    |
| 31122                        | 12/18                       | UPS                              | Shipping charges                                                                              | 15.75                         |                                    |
| 31123                        | 12/18                       | Water ISAC Water Security Netwk  | Membership renewal                                                                            | 749.25                        | 249.75                             |
| 31124                        | 12/18                       | Wells Fargo Card Services        | Erdman:ACWA/JPIA meeting (hotel, parking); webinar registration                               | 349.97                        | 116.65                             |
| 31125                        | 12/18                       | Wells Fargo Card Services        | Gould: Chlorine pellets for the operators; check endorsement stamps                           | 665.67                        | 13.36                              |
| 31126                        | 12/18                       | Wells Fargo Card Services        | Hass: Monthly recurring charges; Windows 10 license; security software                        | 392.21                        | 130.73                             |
| 31127                        | 12/18                       | Wells Fargo Card Services        | Mitchell: Calpelra Conf (hotel, car rental, gas, parking, meals); ACWA Fall Conf (car rental) | 1,062.12                      | 330.20                             |
| 31128                        | 12/18                       | Western Water Works              | Couplings, nipples, adapters, and clamps                                                      | 1,832.29                      |                                    |
| 31129                        | 12/18                       | Western Water Works              | 1" air & vac valves, tees and bushings                                                        | 3,312.31                      |                                    |
| 31130                        | 12/18                       | Linda Whisman                    | Turf rebate                                                                                   | 4,300.00                      |                                    |
| 31131                        | 12/23                       | AT&T Mobility                    | Cell phone charges                                                                            | 2,352.74                      | 793.62                             |
| 31132                        | 12/23                       | St Water Resource Control Brd.   | Grade D2 renewal for Brook Yared                                                              | 60.00                         |                                    |
| Subtotals                    |                             |                                  |                                                                                               | <u>\$ 826,258.13</u>          | <u>\$ 59,656.52</u>                |
| Grand Total of Disbursements |                             |                                  |                                                                                               |                               | <u><u>\$ 885,914.65</u></u>        |

# CRESCENTA VALLEY WATER DISTRICT BOARD OF DIRECTORS - STAFF REPORT

Item No. 1

January 20, 2015

**To:** Honorable President and Members of the Board of Directors  
**From:** Ron L. Mitchell – Secretary-Treasurer  
**Subject:** Appeal of a High Water Bill

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## **ACTION ITEM:**

1. **Appeal of a High Water Bill** – Consideration and possible action to grant a request for relief from a high water bill by Ms. Ann Kim at 4325 Briggs Ave.

## **BACKGROUND:**

Ms. Ann Kim owns the property located at 4325 Briggs Ave. On November 18, 2014 the District's Meter Reader discovered while reading her meter that Ms. Kim had a leak of 13 gpm. He immediately turned off the meter, left a door hanger for the resident and contacted the office to inform them of the situation. Ms. Kim called the office and was informed about the situation and that she would need to contact a plumber to find the source of the leak and have it repaired. Staff also informed her that after a leak was repaired that she could write a letter to the General Manager and request a leak adjustment. The billing for the September 16 – December 15, 2014 cycle resulted in a bill of \$4,290.82 based upon usage of 717 units.

On December 12, 2014 staff received a request for a leak adjustment from Ms. Kim. The request was reviewed and the Customer Service Representative performed a leak check and found no leak registering at that time. Staff then processed an adjustment in the amount of \$300.00 which is the maximum allowed under the District's policy.

On December 29, 2014 Ms. Kim wrote a second letter explaining that the original price from the plumber to fix her leak had increased from \$300 to \$3,581.95 due to more extensive leakage than first thought. Staff informed her that the District had already issued the maximum credit of \$300 that staff can provide and that she would have to appeal to the Board of Directors for any additional relief from her bill.

On January 14, 2015 Ms. Kim dropped off a letter to the Board of Directors requesting additional relief from her December 15, 2014 bill. Copies of all the letters, service requests, plumbing invoices, and the five year history of consumption on this property are included in the packet for your review.

In a similar situation from November 2014, the Board directed staff to recalculate the bill in question charging only tier 3 rates for all usage in tier 4 over the average consumption for that period. If staff uses that same methodology the average consumption for the December billing period is 71 units of which 21 units would normally be in tier 4. Total consumption was 717 units which means that 667 units are in tier 4 ( $717 - 50 = 667$ ). Taking the 667 units and subtracting the 21 units that is usually in tier 4 would leave 646 units to be charged at tier 3 rates. This would result in a total credit of \$1,770.04 ( $646 \times \$2.74$  which is the difference between tier 3 and tier 4 rates). Since staff has already granted a \$300.00 adjustment, the additional credit would be \$1,470.04 ( $\$1,770.04 - \$300.00$ ) if the Board were to choose this solution.

## **RECOMMENDATION:**

Staff has already provided the maximum adjustment for this account and is ready to place the remaining balance on an amortization schedule for Ms. Kim.

Prepared by:

Submitted by:

---

Ron L. Mitchell  
Secretary-Treasurer

---

Dennis Erdman  
General Manager

Attachments:

g:\management\board meeting staff reports\2015\01-20-15 board memo - relief request 4325 Briggs Ave..docx

# Utility Billing

## Comments by Status



User: hollw  
Printed: 01/14/2015 - 11:14 AM  
Comment Status: Attention  
Entry Dates: From: 11/18/2014 To: 11/18/2014

| Entry Date | Close Date | Account No | Comment                                                                                                                |
|------------|------------|------------|------------------------------------------------------------------------------------------------------------------------|
| 11/18/2014 |            | 025410-000 | 11/18/14- 13 gpm leak rd 4980980. SD turned water off at ball valve and left a door hanger. Left message on home phone |

Records Printed: 1



## Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214

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

### Directors

Judy L. Tejeda  
Kathleen M. Ross  
James D. Bodnar  
Kerry D. Erickson  
Kenneth R. Putnam

### Officers

Dennis A. Erdman, P.E.  
*General Manager*  
Ron L. Mitchell  
*Secretary-Treasurer*

December 12, 2014

Ann Kim  
4325 Briggs  
Montrose, CA 91020

**RE: Account No. 025410-000**

Dear Ms. Kim:

Mr. Erdman has reviewed your account and problem with excessive water consumption causing a high billing for water service for your residence. He has asked me to personally reply to your request for assistance in the form of an adjustment.

While payment for all water consumption provided through your meter is your responsibility, the District recognizes your efforts to correct the cause of the water loss and is agreeable to a one-time adjustment. This adjustment normally consists of a 50% reduction of all water in excess of normal usage for the periods involved. However, the credit is limited to an amount not to exceed \$300.00. Therefore, we have credited your account for \$300.00. Your new balance is \$3,990.82. If you would like to make payment arrangements please contact our Customer Service Department.

Please remember that the District has provided a one time adjustment only and future billings for water, even though they may be large, will be your responsibility.

Sincerely,

CRESCENTA VALLEY  
WATER DISTRICT

---

Ron L. Mitchell  
Secretary-Treasurer

RLM/wh  
cc: Dennis Erdman



## USAGE HISTORY

12/10/2014 - 3:59 PM

Current Customer: 025410-000

Established On: 5/8/2007

Route # 43

Name: ANN KIM

Address: 4325 BRIGGS

Meter #: 66884187

Meter Size: 1

Status: A

U/M: Gallons

Meter Install Date: 5/22/2007

| 2014 |     | 2013 |    | 2012 |     | 2011 |     | 2010 |    |
|------|-----|------|----|------|-----|------|-----|------|----|
| Jan  | 71  | Jan  | 33 | Jan  | 90  | Jan  | 54  | Jan  | 96 |
| Feb  | 0   | Feb  | 0  | Feb  | 0   | Feb  | 0   | Feb  | 0  |
| Mar  | 81  | Mar  | 30 | Mar  | 109 | Mar  | 256 | Mar  | 72 |
| Apr  | 0   | Apr  | 0  | Apr  | 0   | Apr  | 0   | Apr  | 0  |
| May  | 86  | May  | 49 | May  | 110 | May  | 44  | May  | 92 |
| Jun  | 0   | Jun  | 0  | Jun  | 0   | Jun  | 0   | Jun  | 0  |
| Jul  | 146 | Jul  | 71 | Jul  | 94  | Jul  | 36  | Jul  | 77 |
| Aug  | 0   | Aug  | 0  | Aug  | 0   | Aug  | 0   | Aug  | 0  |
| Sep  | 162 | Sep  | 64 | Sep  | 83  | Sep  | 68  | Sep  | 74 |
| Oct  | 0   | Oct  | 0  | Oct  | 0   | Oct  | 0   | Oct  | 0  |
| Nov  | 717 | Nov  | 71 | Nov  | 61  | Nov  | 95  | Nov  | 61 |
| Dec  | 0   | Dec  | 0  | Dec  | 0   | Dec  | 0   | Dec  | 0  |

avg = 76

3 yr average = 76,000

717 = 76 = 641,000

641 ÷ 2 = 320,500

320.5 × 8.75 = 2,804.38

320.5 × 2.03 = 650.62

3455.00

\$3200 max  
OK Ron

**KOAM Construction, Inc.**

4322 Wilshire Blvd., #103  
Los Angeles, CA 90010  
Tel: (323) 937-4588 Fax: (323) 937-4589  
Lic. # : A, B - 690788

Invoice No.

01

RECEIVED

DEC 10 2014

CRESCENTA VALLEY  
WATER DISTRICT**INVOICE**

November 19, 2014

For any inquiries, please call (323) 937-4588.

**Owner/Client:**

Mr. Frank Kim  
4329 Briggs Ave  
Montrose, CA 91020  
P: 818-236-3098

**Project Name & Address:**

4325 Briggs Ave. Water Line Repair  
4325 Briggs Ave  
Montrose, CA 91020

**Remit Payment To:**

Koam Construction, Inc.  
4322 Wilshire Blvd., #103  
Los Angeles, CA 90010  
P: 323-937-4588  
F: 323-937-4589

*Please make your payment payable to Koam Construction, Inc.*

---

Item(s): Water Line Repair

**Balance Due:****\$300**

CVWD  
teld

Utility Billing  
Service Request Form

12/10/2014 - 3:39 PM

Request Number: 000107-12-2014  
Account Number: 025410-000

Last Updated By: teld  
On: 12/10/2014

Account Status: Active

Name: ANN KIM  
Billing Address: 4329 BRIGGS AVE  
MONTROSE, CA 91020

Home Phone: 8182363098  
Business Phone:  
Service Address: 4325 BRIGGS

Request Date: 12/10/2014  
Request Description: Check for leak, repairs made  
Service Date: 12/11/2014

| Water/Gas Meters        | Route-Seq<br>Read Dt  | Serial No<br>Cons | Register ID<br>No Of Digits | MXU ID | Manufacturer | Model No | Reading |
|-------------------------|-----------------------|-------------------|-----------------------------|--------|--------------|----------|---------|
| Existing Water<br>Meter | 43-0875<br>11/15/2014 | 66884187<br>717   | <br>4                       |        | Sensus       | Sensus14 | 4980    |

Location: 5'N OF DR 2'FROM CURB

5023660

Comments:

No Leak

Follow up needed? yes no

Serviced By: Cesar

Date: 12/11/14

Time:

RECEIVED

DEC 29 2014

CRESCENTA VALLEY  
WATER DISTRICT

Ann Kim  
4329 Briggs Ave, Montrose, CA 91020

Dec. 23, 2014

To: Crescenta Valley Water District  
Acct No. 025410-000  
Service Address: 4325 Briggs Ave, Montrose, CA 91020

RE: Waiver/ Updated bill and invoice

Dear CVWD,

We are writing in regards to the bill received for the period of 09/16/14-11/15/14.

The due amount of total charges is \$4,290.82. The average CVWD bill was \$700.00. We have put in a request for a waiver of fees via [customerservice@CVWD.com](mailto:customerservice@CVWD.com) and attached a copy of an invoice from KOAM construction in the amount of \$300, which was the proposed contract.

Upon inspection and repair, more problems were found and additional fee was added summing up to a total of \$3,581.95, (previous \$300 included in this pricing)

This month we will be sending \$700.00 (check no. 2202). I am writing in particular to request that we can waive more of the total due, which is the amount of average billing in last two years.

As previously mentioned in the emails, the leaking was underground. There was no way we could have known to prevent this situation.

Until the matter is sorted, we will try to pay what we can, but the water bill plus the repair fees are too much to pay at this time.

If there is anything we can do, or if you need us to provide more documentation, please let us know. You can reach me at the home address, or if more urgent email to [iwkim2@gmail.com](mailto:iwkim2@gmail.com) or phone us at home at 818-236-3089.

Thank You.

Sincerely,



Ann Kim

**KOAM Construction, Inc.**

4322 Wilshire Blvd., #103

Los Angeles, CA 90010

Tel: (323) 937-4588 Fax: (323) 937-4589

**PROGRESS INVOICE**

December 12, 2014

For any Inquiries, please call (323) 937-4588.

| Owner/ Client:                                    | Project Name & Address:                                   | Remit Payment to:                                                                                                   |
|---------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Ann Kim<br>4325 Briggs Ave.<br>Montrose, CA 91020 | Plumbing Works:<br>4325 Briggs Ave.<br>Montrose, CA 91020 | Koam Construction, Inc.<br>4322 Wilshire Blvd., #103<br>Los Angeles, CA 90010<br>P: 323-937-4588<br>F: 323-937-4589 |

---

*Please make your payment payable to Koam Construction, Inc.*

---

**Cost:**

|                                              |            |
|----------------------------------------------|------------|
| 1) Ground Digging Labor: 16hrs @ 2M @\$40.00 | \$1,280.00 |
| 2) Pipe Install: 8hrs @ 2M @\$50.00          | \$800.00   |
| 3) Material                                  | \$385.95   |
| 4) Equipment                                 | \$475.00   |
| 5) Overhead Overhead                         | \$450.00   |

|                   |                   |
|-------------------|-------------------|
| <b>Total Cost</b> | <b>\$3,390.95</b> |
|-------------------|-------------------|

|                       |           |
|-----------------------|-----------|
| *** Previous Payment: | -\$300.00 |
|-----------------------|-----------|

|                          |            |
|--------------------------|------------|
| *** Current Payment Due: | \$3,090.95 |
|--------------------------|------------|

|                  |                   |
|------------------|-------------------|
| <b>Final Due</b> | <b>\$3,090.95</b> |
|------------------|-------------------|



**CRESCENTA VALLEY  
WATER DISTRICT**  
2700 FOOTHILL BLVD  
LA CRESCENTA CA 91214-3590

**ACCOUNT NUMBER**

025410-000

**SERVICE ADDRESS**

4325 BRIGGS

**DUE DATE**

12/29/14

**BILLING PERIOD**

09/16/14 to 11/15/14

**TOTAL CHARGES**

\$4,290.82

**AMOUNT ENCLOSED**

\$ 700 -

\*\*AUTO\*\*SCH 5-DIGIT 91011 3 PS5 90394RB25-A-1  
700 1 AV 0.381



ANN KIM  
4329 BRIGGS AVE  
MONTROSE CA 91020-1107

CRESCENTA VALLEY WATER DISTRICT  
2700 FOOTHILL BLVD  
LA CRESCENTA CA 91214-3590



DETACH AND RETURN THIS REMITTANCE PORTION OF THE BILL WITH YOUR PAYMENT  
KEEP THIS PORTION FOR YOUR RECORDS

FRANK C. KIM  
ANN J. KIM  
4329 BRIGGS AVE  
MONTROSE, CA 91020

2202

16-4360/1220

12/22/14  
Date

Pay to the Order of Crescenta Valley Water Dist \$ 700 -  
Seven Hundred and 00/100 Dollars

PACIFIC CITY BANK  
3701 WILSHIRE BLVD., #100  
LOS ANGELES, CA 90010

Reduce

For Acct # 025410-000

⑆ 122043602⑆ 2202⑆01⑆ 102854⑆

Harland Clarke

RECEIVED

JAN 14 2015

CRESCENTA VALLEY  
WATER DISTRICT

Ann Kim  
4329 Briggs Ave  
Montrose, CA 91020

January 14, 2015

Crescenta Valley Water District  
2700 Foothill Blvd  
La Crescenta, CA 91214

RE: Acct No. 025410-000 (Waiver/ Updated bill and invoice)  
4325 Briggs Ave.

Dear CVWD, Board of Directors:

We are writing in regards to the bill received for the period of 09/16/14-11/15/14.

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Upon inspection and repair, more problems were found and additional fee was added summing up to a total of \$3,581.95, (previous \$300 included in this pricing)

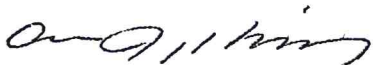
Last month we sent \$700.00 (check no. 2202). I am writing in particular to request that we can waive more of the total due, which is the amount of average billing in last two years.

As previously mentioned in the emails, the leaking was underground. There was no way we could have known to prevent this situation.

Until the matter is sorted, we will try to pay what we can, but the water bill plus the repair fees are too much to pay at this time.

If there is anything we can do, or if you need us to provide more documentation, please let us know. You can reach me at the home address, or if more urgent email to [iwkim2@gmail.com](mailto:iwkim2@gmail.com) or phone on my cell 213-272-7404. Thank You.

Sincerely,



Ann Kim

**KOAM Construction, Inc.**

4322 Wilshire Blvd., #103

Los Angeles, CA 90010

Tel: (323) 937-4588 Fax: (323) 937-4589

**PROGRESS INVOICE**

December 12, 2014

For any inquiries, please call (323) 937-4588.

| Owner/ Client:                                    | Project Name & Address:                                   | Remit Payment to:                                                                                                   |
|---------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Ann Kim<br>4325 Briggs Ave.<br>Montrose, CA 91020 | Plumbing Works:<br>4325 Briggs Ave.<br>Montrose, CA 91020 | Koam Construction, Inc.<br>4322 Wilshire Blvd., #103<br>Los Angeles, CA 90010<br>P: 323-937-4588<br>F: 323-937-4589 |

**Please make your payment payable to Koam Construction, Inc.**

**Cost:**

|                                              |            |
|----------------------------------------------|------------|
| 1) Ground Digging Labor: 16hrs @ 2M @\$40.00 | \$1,280.00 |
| 2) Pipe Install: 8hrs @ 2M @\$50.00          | \$800.00   |
| 3) Material                                  | \$385.95   |
| 4) Equipment                                 | \$475.00   |
| 5) Overhead Overhead                         | \$450.00   |

|                   |                   |
|-------------------|-------------------|
| <b>Total Cost</b> | <b>\$3,390.95</b> |
|-------------------|-------------------|

|                       |           |
|-----------------------|-----------|
| *** Previous Payment: | -\$300.00 |
|-----------------------|-----------|

|                          |            |
|--------------------------|------------|
| *** Current Payment Due: | \$3,090.95 |
|--------------------------|------------|

|                  |                   |
|------------------|-------------------|
| <b>Final Due</b> | <b>\$3,090.95</b> |
|------------------|-------------------|

# CRESCENTA VALLEY WATER DISTRICT

## BOARD OF DIRECTORS - STAFF REPORT

Agenda Item No. 2

January 20, 2015

**To:** Honorable President and Members of the Board of Directors

**From:** Ron L. Mitchell – Secretary-Treasurer

**Subject:** Claim for Injury – Melissa Ann Oechsel

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### **AGENDA ITEM**

**Claim for Damages** – Consideration and motion regarding a Claim for Injury from Melissa Ann Oechsel related to an automobile accident with a District vehicle.

### **BACKGROUND:**

On June 26, 2014 a District crewmember was involved in a traffic accident at the intersection of Ocean View Boulevard and Montrose Avenue. Our driver was not injured in the accident. The driver of the other vehicle, Melissa Ann Oechsel suffered some bruises and scrapes, but was not taken to the hospital for examination/treatment at that time. Staff collected accident reports from the driver and a second crewmember that was following the first truck and witnessed the accident. The California Highway Patrol was called to the scene and conducted an investigation of the accident. This incident was reported to the Board by Mr. Erdman at the July 8, 2014 meeting.

Staff reported the accident to ACWA/JPIA and supplied the various accident reports and photographs that were taken at the scene. Staff received telephone calls and emails from ACWA/JPIA that said that the District's vehicle involved in the accident (Unit #13, our small dump truck) was declared a total loss and sent us a check for \$22,786.59. They also said that they had settled with Ms. Oechsel's insurance for her car damages (her car was also declared a total loss). Staff has since asked for and received approval from the Board to purchase a new truck to replace the old dump truck. This new truck was received earlier this week and has been sent to the shop to have the old dump body installed on the new chassis.

On September 25, 2014 the District received Claim Form from Ms. Oechsel's attorney for injuries suffered in the accident which did not specify the amount of the claim. Staff did not bring this to the Board sooner as they thought this was a copy that had been delivered to ACWA/JPIA and they were handling the matter. Last week staff received a call from ACWA/JPIA asking if the District had sent a denial letter yet to Ms. Oechsel or her attorney. Staff informed ACWA/JPIA that the Board had not taken any action on the claim and would place the matter on this agenda.

In accordance with the Article 19 Policy Regarding Claims which is outlined below, the Board shall immediately refer the claim to ACWA/JPIA. Copies of the claim are enclosed with this package. For reference, the District's policy on claims for damages (Article 19 of the Rules and Regulations) is as follows:

### **ARTICLE 19: POLICY REGARDING CLAIMS**

#### **19.01 GENERAL**

*From time to time people present claims against the District under the Government Tort Claims Act. Many of these claims are for property damage and the District's insurance carrier allows the District the option of settling or denying certain covered claims not involving bodily injury. Therefore, the Board has adopted the following categories and guidelines in the handling of said claims against the District.*

**19.02 REVIEW OF CLAIMS**

*The General Manager or District's Attorney shall review all claims for sufficiency and timeliness. The General Manager or the Attorney is authorized to return insufficient or late claims.*

**19.03 CLAIMS OF \$1,000 OR LESS**

*The General Manager is authorized to perform the functions of the Board with respect to claims of \$1,000 or less and not involving bodily injury. These functions include but are not limited to, ruling on the sufficiency, reasonableness, or timeliness of claims; returning insufficient or late claims; allowing, compromising, or settling claims; and presenting claims to the District's insurance carrier. On the written order of the General Manager, the District shall pay the amount for which these claims have been allowed, compromised, or settled.*

**19.04 CLAIMS GREATER THAN \$1,000 BUT NOT MORE THAN \$5000**

*All legally sufficient claims against the District not involving bodily injury in amounts greater than \$1,000 but not more than \$5000 shall be presented to the Board at a Board Meeting. The Board may perform such functions with respect to these claims set forth under Article 19.03 above. The District shall pay the amount for which these claims have been allowed, compromised, or settled.*

**19.05 CLAIMS GREATER THAN \$5000 OR INVOLVING BODILY INJURY**

*The District shall immediately refer all claims greater than \$5000 or those involving bodily injury directly to its insurance carrier. However, after such consultation with the District's insurance carrier as may be appropriate in the particular case, the General Manager or District's Attorney may review the claim and the Board may consider or act on the claim, if to do so would be in the best interests of the District.*

**19.06 CLAIM FORM**

*A Standard District Claim Form, as revised from time to time and approved by the Board is included in Appendix C herein.*

**RECOMMENDATION:**

It is staff's recommendation that the Board of Directors deny the claim, send a denial letter to Ms. Oechsel's attorney, and direct staff to refer this matter to ACWA/JPIA to handle.

Prepared by:

Submitted by:

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Ron L. Mitchell  
Secretary-Treasurer

---

Dennis A. Erdman  
General Manager

ANDREW C. BRYMAN  
MARK D. APELIAN

RECEIVED

LAW OFFICE OF  
**BRYMAN & APELIAN**  
A PROFESSIONAL CORPORATION  
24025 PARK SORRENTO  
SUITE 220  
CALABASAS, CALIFORNIA 91302  
(818) 225-5151 Fax (818) 225-5155

BERNARD C. BRYMAN  
Member Pennsylvania Bar  
1924 - 2007

Of Counsel  
JILBER S. JAMGOCHYAN

AZIN G. VALAFAR

DEC 01 2014

CRESCENTA VALLEY  
WATER DISTRICT

November 24, 2014

**Via Certified Mail**

**Return Receipt Requested**

Crescenta Valley Water District  
2700 Foothill Boulevard  
La Crescenta, CA 91214-3516

Our Client : Melissa Ann Oechsel  
Your Driver : David Michael Rawlings  
Claim No. : 15-0059  
Loss Date : June 26, 2014

Dear Sir/Madam:

In response to Ms. Cece Wuchter's letter dated October 20, 2014, enclosed please find the following:

- 1) A fully completed and executed Claim Form;
- 2) A copy of the Traffic Collision report; and
- 3) Fifteen (15) photographs depicting Ms. Oechsel's injuries, the damages to sustained by her vehicle, and accident scene.

Please direct all further communication to this office and do not communicate directly with our client.

Thank you for your anticipated cooperation in handling this matter.

Very truly yours,  
BRYMAN & APELIAN

MARK D. APELIAN

MDA:eg

Encls.

# Claim Form

(A claim shall be presented by the claimant or by a person acting on his behalf.)

RECEIVED

DEC - 1 2014

NAME OF DISTRICT:

CRESCENTA VALLEY  
WATER DISTRICT

1 Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.  
Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking medical damages, we must have both your Social Security Number and your date of birth.

Name: Melissa Ann Oechsel Phone Number: (818) 225-5151  
Address(es): c/o Bryman & Apelian Social Security No.:  
24025 Park Sombrero # 220 Date of Birth: 7/10/1960  
Culabaras, CA 91309 E-mail:

2 List name, address, and phone number of any witnesses.

Name: Please see attached police report.  
Address:  
Phone Number: ( )

3 List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.

Date: 6/26/14 Time: 1:20 p.m. Place: Oceanview Blvd & Montrose Ave., LA.  
Tell What Happened (give complete information):

Ms. Oechsel was traveling northbound on Oceanview Blvd. in the #2 lane with a green light when Mr. Pawlings (Crescenta Valley Water District driver), who was traveling eastbound on Montrose Avenue ran the red light colliding with Ms. Oechsel's vehicle, causing the subject automobile collision.

NOTE: Attach any photographs you may have regarding this claim.

4 Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.

Ms. Oechsel sustained multiple injuries due to this accident, including but not limited to lacerations to her chest, bruises to her chest & left shoulder & other parts of her body, burns to hands, Neck Pain & Right foot injury.

5 Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.

David Michael Pawlings.

6 The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

The claim is an unlimited case.

Date: 10/22/14 Time: Signature:

ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!

STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**TRAFFIC COLLISION REPORT**  
CHP 555 Page 1 (Rev. 4-11) OPI 060

Page 1 of 9

|                                  |                                                                                                                     |                     |                                                                                                                                                                                         |                                                                                       |                                                     |                                                             |                                                                                 |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------|
| SPECIAL CONDITIONS               |                                                                                                                     | NUMBER INJURED<br>1 | HT & RUM FLEIGHT<br><input type="checkbox"/>                                                                                                                                            | CITY<br>UNINCORPORATED                                                                | JUDICIAL DISTRICT<br>GLENDALE                       | LOCAL REPORT NUMBER<br>2014-06-0322                         |                                                                                 |
|                                  |                                                                                                                     | NUMBER KILLED<br>0  | HT & RUM WIDE/MEANOR<br><input type="checkbox"/>                                                                                                                                        | COUNTY<br>LOS ANGELES                                                                 | REPORTING DISTRICT<br>011                           | DAY OF WEEK<br>S M T W T F S                                | TOW AWAY<br><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| LOCATION                         | COLLISION OCCURRED ON<br>OCEAN VIEW BLVD                                                                            |                     |                                                                                                                                                                                         | MO. DAY YEAR<br>06 26 14                                                              | TIME (2400)<br>1320                                 | NCIC #<br>9575                                              | OFFICER ID<br>20729                                                             |
|                                  | MILEPOST INFORMATION<br>FEET/MILES OF                                                                               |                     |                                                                                                                                                                                         | GPS COORDINATES<br>LATITUDE 34.20927 LONGITUDE -118.22786                             |                                                     | PHOTOGRAPHS BY:<br><input checked="" type="checkbox"/> NONE |                                                                                 |
|                                  | <input checked="" type="checkbox"/> AT INTERSECTION WITH<br><input type="checkbox"/> OR: FEET/MILES OF MONTROSE AVE |                     |                                                                                                                                                                                         | STATE HWY REL.<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |                                                     |                                                             |                                                                                 |
|                                  |                                                                                                                     |                     |                                                                                                                                                                                         |                                                                                       |                                                     |                                                             |                                                                                 |
| PARTY 1                          | DRIVER'S LICENSE NUMBER<br>A9027208                                                                                 |                     | STATE<br>CA                                                                                                                                                                             | CLASS<br>C                                                                            | AIR BAG<br>M                                        | SAFETY EQUIP.<br>G                                          | VEH. YEAR<br>10                                                                 |
|                                  | DRIVER NAME (FIRST, MIDDLE, LAST)<br>DAVID MICHAEL RAWLWBS                                                          |                     | OWNER'S NAME<br><input type="checkbox"/> SAME AS DRIVER<br>CRESCENTA VALLEY WATER DISTRICT                                                                                              |                                                                                       | LICENSE NUMBER<br>1227365                           |                                                             | STATE<br>CA                                                                     |
|                                  | STREET ADDRESS<br>670 S. CALVADOS                                                                                   |                     | OWNER'S ADDRESS<br><input type="checkbox"/> SAME AS DRIVER<br>2700 FORTUNA BLVD, LA CRESSENTA, CA 91214                                                                                 |                                                                                       |                                                     |                                                             |                                                                                 |
|                                  | CITY/STATE/ZIP<br>COWPA CA 91723                                                                                    |                     | DISPOSITION OF VEHICLE ON ORDERS OF:<br><input type="checkbox"/> OFFICER <input checked="" type="checkbox"/> DRIVER <input type="checkbox"/> OTHER<br>CRESCENTA VALLEY TOW 818 248 1460 |                                                                                       |                                                     |                                                             |                                                                                 |
|                                  | SEX<br>M                                                                                                            | HAIR<br>BRN         | EYES<br>BLU                                                                                                                                                                             | HEIGHT<br>6'03"                                                                       | WEIGHT<br>200                                       | Mo. BIRTHDATE<br>06 16 75                                   | RACE<br>W                                                                       |
|                                  | HOME PHONE<br>626-202-3335                                                                                          |                     | BUSINESS PHONE<br>626-966-6818                                                                                                                                                          |                                                                                       | VEHICLE IDENTIFICATION NUMBER:<br>1FADP5GR2A6A46893 |                                                             |                                                                                 |
|                                  | INSURANCE CARRIER<br>SELF INSURED                                                                                   |                     | POLICY NUMBER                                                                                                                                                                           |                                                                                       | VEHICLE TYPE<br>221                                 |                                                             |                                                                                 |
|                                  | DIR OF TRAVEL<br>E                                                                                                  |                     | ON STREET OR HIGHWAY<br>MONTROSE AVE                                                                                                                                                    |                                                                                       | SPEED LIMIT<br>35                                   |                                                             |                                                                                 |
| PARTY 2                          | DRIVER'S LICENSE NUMBER<br>NG538627                                                                                 |                     | STATE<br>CA                                                                                                                                                                             | CLASS<br>C                                                                            | AIR BAG<br>L                                        | SAFETY EQUIP.<br>G                                          | VEH. YEAR<br>14                                                                 |
|                                  | DRIVER NAME (FIRST, MIDDLE, LAST)<br>MELISSA ANN OETSSEL                                                            |                     | OWNER'S NAME<br><input checked="" type="checkbox"/> SAME AS DRIVER                                                                                                                      |                                                                                       | LICENSE NUMBER<br>7DCV022                           |                                                             | STATE<br>CA                                                                     |
|                                  | STREET ADDRESS<br>1245 OAK CIRCLE DR                                                                                |                     | OWNER'S ADDRESS<br><input checked="" type="checkbox"/> SAME AS DRIVER                                                                                                                   |                                                                                       |                                                     |                                                             |                                                                                 |
|                                  | CITY/STATE/ZIP<br>GLENDALE CA 91208                                                                                 |                     | DISPOSITION OF VEHICLE ON ORDERS OF:<br><input type="checkbox"/> OFFICER <input checked="" type="checkbox"/> DRIVER <input type="checkbox"/> OTHER<br>CRESCENTA VALLEY TOW 818 248 1466 |                                                                                       |                                                     |                                                             |                                                                                 |
|                                  | SEX<br>F                                                                                                            | HAIR<br>BRN         | EYES<br>BRN                                                                                                                                                                             | HEIGHT<br>5'03"                                                                       | WEIGHT<br>145                                       | Mo. BIRTHDATE<br>07 10 60                                   | RACE<br>W                                                                       |
|                                  | HOME PHONE<br>818-395-3318                                                                                          |                     | BUSINESS PHONE<br>818-395-3326                                                                                                                                                          |                                                                                       | VEHICLE IDENTIFICATION NUMBER:<br>011               |                                                             |                                                                                 |
|                                  | INSURANCE CARRIER<br>AAA                                                                                            |                     | POLICY NUMBER<br>CAA 090086606                                                                                                                                                          |                                                                                       | VEHICLE TYPE<br>011                                 |                                                             |                                                                                 |
|                                  | DIR OF TRAVEL<br>N                                                                                                  |                     | ON STREET OR HIGHWAY<br>OCEAN VIEW BLVD                                                                                                                                                 |                                                                                       | SPEED LIMIT<br>36                                   |                                                             |                                                                                 |
| PARTY 3                          | DRIVER'S LICENSE NUMBER                                                                                             |                     | STATE                                                                                                                                                                                   | CLASS                                                                                 | AIR BAG                                             | SAFETY EQUIP.                                               | VEH. YEAR                                                                       |
|                                  | DRIVER NAME (FIRST, MIDDLE, LAST)                                                                                   |                     | OWNER'S NAME<br><input type="checkbox"/> SAME AS DRIVER                                                                                                                                 |                                                                                       | LICENSE NUMBER                                      |                                                             | STATE                                                                           |
|                                  | STREET ADDRESS                                                                                                      |                     | OWNER'S ADDRESS<br><input type="checkbox"/> SAME AS DRIVER                                                                                                                              |                                                                                       |                                                     |                                                             |                                                                                 |
|                                  | CITY/STATE/ZIP                                                                                                      |                     | DISPOSITION OF VEHICLE ON ORDERS OF:<br><input type="checkbox"/> OFFICER <input type="checkbox"/> DRIVER <input type="checkbox"/> OTHER                                                 |                                                                                       |                                                     |                                                             |                                                                                 |
|                                  | SEX                                                                                                                 | HAIR                | EYES                                                                                                                                                                                    | HEIGHT                                                                                | WEIGHT                                              | Mo. BIRTHDATE                                               | RACE                                                                            |
|                                  | HOME PHONE                                                                                                          |                     | BUSINESS PHONE                                                                                                                                                                          |                                                                                       | VEHICLE IDENTIFICATION NUMBER:                      |                                                             |                                                                                 |
|                                  | INSURANCE CARRIER                                                                                                   |                     | POLICY NUMBER                                                                                                                                                                           |                                                                                       | VEHICLE TYPE                                        |                                                             |                                                                                 |
|                                  | DIR OF TRAVEL                                                                                                       |                     | ON STREET OR HIGHWAY                                                                                                                                                                    |                                                                                       | SPEED LIMIT                                         |                                                             |                                                                                 |
| PREPARER'S NAME<br>WATSON #20729 |                                                                                                                     |                     | DISPATCH NOTIFIED<br><input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A                                                                   |                                                                                       |                                                     | REVIEWER'S NAME<br>#16741                                   |                                                                                 |
|                                  |                                                                                                                     |                     |                                                                                                                                                                                         |                                                                                       |                                                     | DATE REVIEWED<br>7.6.14                                     |                                                                                 |

|                                                                                                                                                                                                                                              |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                |                                                                                                                                                                                                                                                                                                                                                                                              |        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| DATE OF COLLISION (MO. DAY YEAR)<br>06/26/14                                                                                                                                                                                                 |  | TIME (2400)<br>1320                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | NCIC #<br>9575 | OFFICER I.D.<br>20729                                                                                                                                                                                                                                                                                                                                                                        | NUMBER |
| PROPERTY DAMAGE                                                                                                                                                                                                                              |  | OWNER'S NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                | OWNER'S ADDRESS                                                                                                                                                                                                                                                                                                                                                                              |        |
| DESCRIPTION OF DAMAGE                                                                                                                                                                                                                        |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                | NOTIFIED<br><input type="checkbox"/> YES <input type="checkbox"/> NO                                                                                                                                                                                                                                                                                                                         |        |
| <b>SEATING POSITION</b><br>                                                                                                                                 |  | <b>SAFETY EQUIPMENT</b><br><b>OCCUPANTS</b><br>A - NONE IN VEHICLE<br>B - UNKNOWN<br>C - LAP BELT USED<br>D - LAP BELT NOT USED<br>E - SHOULDER HARNESS USED<br>F - SHOULDER HARNESS NOT USED<br>G - LAP/SHOULDER HARNESS USED<br>H - LAP/SHOULDER HARNESS NOT USED<br>J - PASSIVE RESTRAINT USED<br>K - PASSIVE RESTRAINT NOT USED<br>P - NOT REQUIRED<br><b>CHILD RESTRAINT</b><br>Q - IN VEHICLE USED<br>R - IN VEHICLE NOT USED<br>S - IN VEHICLE USE UNKNOWN<br>T - IN VEHICLE IMPROPER USE<br>U - NONE IN VEHICLE<br><b>M/C BICYCLE HELMET</b><br>DRIVER PASSENGER<br>V - NO X - NO<br>W - YES Y - YES |                | <b>AIR BAG</b><br>B - UNKNOWN<br>L - AIR BAG DEPLOYED<br>M - AIR BAG NOT DEPLOYED<br>N - OTHER<br>P - NOT REQUIRED<br><b>EJECTED FROM VEHICLE</b><br>0 - NOT EJECTED<br>1 - FULLY EJECTED<br>2 - PARTIALLY EJECTED<br>3 - UNKNOWN                                                                                                                                                            |        |
|                                                                                                                                                                                                                                              |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                | <b>INATTENTION CODES</b><br>A - CELLPHONE HANDHELD<br>B - CELLPHONE HANDSFREE<br>C - ELECTRONIC EQUIPMENT<br>D - RADIO / CD<br>E - SMOKING<br>F - EATING<br>G - CHILDREN<br>H - ANIMALS<br>I - PERSONAL HYGIENE<br>J - READING<br>K - OTHER                                                                                                                                                  |        |
| ITEMS MARKED BELOW FOLLOWED BY AN ASTERISK (*) SHOULD BE EXPLAINED IN THE NARRATIVE.                                                                                                                                                         |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                |                                                                                                                                                                                                                                                                                                                                                                                              |        |
| <b>PRIMARY COLLISION FACTOR</b><br>LIST NUMBER (#) OF PARTY AT FAULT                                                                                                                                                                         |  | <b>TRAFFIC CONTROL DEVICES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                | <b>SPECIAL INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                   |        |
| 1 A VC SECTION VIOLATED:<br>21453 (a) VC<br>B OTHER IMPROPER DRIVING:                                                                                                                                                                        |  | A CONTROLS FUNCTIONING<br>B CONTROLS NOT FUNCTIONING*<br>C CONTROLS OBSCURED<br>D NO CONTROLS PRESENT / FACTOR*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                | A HAZARDOUS MATERIAL<br>B CELL PHONE HANDHELD IN USE<br>C CELL PHONE HANDSFREE IN USE<br>D CELL PHONE NOT IN USE<br>E SCHOOL BUS RELATED<br>F 76 FT MOTORTRUCK COMBO<br>G 32 FT TRAILER COMBO<br>H<br>I<br>J<br>K<br>L<br>M<br>N<br>O                                                                                                                                                        |        |
| C OTHER THAN DRIVER*<br>D UNKNOWN*                                                                                                                                                                                                           |  | TYPE OF COLLISION<br>A HEAD - ON<br>B SIDE SWIPE<br>C REAR END<br>D BROADSIDE<br>E HIT OBJECT<br>F OVERTURNED<br>G VEHICLE / PEDESTRIAN<br>H OTHER*:                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                | 1 2 3<br>A STOPPED<br>B PROCEEDING STRAIGHT<br>C RAN OFF ROAD<br>D MAKING RIGHT TURN<br>E MAKING LEFT TURN<br>F MAKING U TURN<br>G BACKING<br>H SLOWING / STOPPING<br>I PASSING OTHER VEHICLE<br>J CHANGING LANES<br>K PARKING MANEUVER<br>L ENTERING TRAFFIC<br>M OTHER UNSAFE TURNING<br>N XING INTO OPPOSING LANE<br>O PARKED<br>P MERGING<br>Q TRAVELING WRONG WAY<br>R OTHER*:          |        |
| WEATHER (MARK 1 TO 2 ITEMS)<br>X A CLEAR<br>B CLOUDY<br>C RAINING<br>D SNOWING<br>E FOG / VISIBILITY FT.<br>F OTHER*:<br>G WIND                                                                                                              |  | X D BROADSIDE<br>E HIT OBJECT<br>F OVERTURNED<br>G VEHICLE / PEDESTRIAN<br>H OTHER*:<br>I<br>J<br>K<br>L<br>M<br>N<br>O                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                | 1 2 3<br>A STOPPED<br>B PROCEEDING STRAIGHT<br>C RAN OFF ROAD<br>D MAKING RIGHT TURN<br>E MAKING LEFT TURN<br>F MAKING U TURN<br>G BACKING<br>H SLOWING / STOPPING<br>I PASSING OTHER VEHICLE<br>J CHANGING LANES<br>K PARKING MANEUVER<br>L ENTERING TRAFFIC<br>M OTHER UNSAFE TURNING<br>N XING INTO OPPOSING LANE<br>O PARKED<br>P MERGING<br>Q TRAVELING WRONG WAY<br>R OTHER*:          |        |
| LIGHTING<br>X A DAYLIGHT<br>B DUSK - DAWN<br>C DARK - STREET LIGHTS<br>D DARK - NO STREET LIGHTS<br>E DARK - STREET LIGHTS NOT FUNCTIONING*                                                                                                  |  | X C OTHER MOTOR VEHICLE<br>D MOTOR VEHICLE ON OTHER ROADWAY<br>E PARKED MOTOR VEHICLE<br>F TRAIN<br>G BICYCLE<br>H ANIMAL:<br>I FIXED OBJECT:<br>J OTHER OBJECT:                                                                                                                                                                                                                                                                                                                                                                                                                                             |                | 1 2 3<br>A STOPPED<br>B PROCEEDING STRAIGHT<br>C RAN OFF ROAD<br>D MAKING RIGHT TURN<br>E MAKING LEFT TURN<br>F MAKING U TURN<br>G BACKING<br>H SLOWING / STOPPING<br>I PASSING OTHER VEHICLE<br>J CHANGING LANES<br>K PARKING MANEUVER<br>L ENTERING TRAFFIC<br>M OTHER UNSAFE TURNING<br>N XING INTO OPPOSING LANE<br>O PARKED<br>P MERGING<br>Q TRAVELING WRONG WAY<br>R OTHER*:          |        |
| ROADWAY SURFACE<br>X A DRY<br>B WET<br>C SNOWY - ICY<br>D SLIPPERY (MUDDY, OILY, ETC.)                                                                                                                                                       |  | I FIXED OBJECT:<br>J OTHER OBJECT:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                | 1 2 3<br>A STOPPED<br>B PROCEEDING STRAIGHT<br>C RAN OFF ROAD<br>D MAKING RIGHT TURN<br>E MAKING LEFT TURN<br>F MAKING U TURN<br>G BACKING<br>H SLOWING / STOPPING<br>I PASSING OTHER VEHICLE<br>J CHANGING LANES<br>K PARKING MANEUVER<br>L ENTERING TRAFFIC<br>M OTHER UNSAFE TURNING<br>N XING INTO OPPOSING LANE<br>O PARKED<br>P MERGING<br>Q TRAVELING WRONG WAY<br>R OTHER*:          |        |
| ROADWAY CONDITIONS (MARK 1 TO 2 ITEMS)<br>A HOLES, DEEP RUT*<br>B LOOSE MATERIAL ON ROADWAY*<br>C OBSTRUCTION ON ROADWAY*<br>D CONSTRUCTION - REPAIR ZONE<br>E REDUCED ROADWAY WIDTH<br>F FLOODED*<br>G OTHER*:<br>X H NO UNUSUAL CONDITIONS |  | PEDESTRIAN'S ACTIONS<br>A NO PEDESTRIANS INVOLVED<br>B CROSSING IN CROSSWALK - AT INTERSECTION<br>C CROSSING IN CROSSWALK - NOT AT INTERSECTION<br>D CROSSING - NOT IN CROSSWALK<br>E IN ROAD - INCLUDES SHOULDER<br>F NOT IN ROAD<br>G APPROACHING / LEAVING SCHOOL BUS                                                                                                                                                                                                                                                                                                                                     |                | OTHER ASSOCIATED FACTOR(S) (MARK 1 TO 2 ITEMS)<br>A VC SECTION VIOLATED:<br>B VC SECTION VIOLATED:<br>C VC SECTION VIOLATED:<br>D<br>E VISION OBSCUREMENT:<br>F INATTENTION*:<br>G STOP & GO TRAFFIC<br>H ENTERING / LEAVING RAMP<br>I PREVIOUS COLLISION<br>J UNFAMILIAR WITH ROAD<br>K DEFECTIVE VEH. EQUIP.:<br>L UNINVOLVED VEHICLE<br>M OTHER*:<br>N NONE APPARENT<br>O RUNAWAY VEHICLE |        |
| SKETCH<br>SEE PAGE 41                                                                                                                                                                                                                        |  | MISCELLANEOUS<br>INDICATE NORTH                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                | STATS X CO. RD. X S/B DMV                                                                                                                                                                                                                                                                                                                                                                    |        |

STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**INJURED / WITNESS / PASSENGERS**  
CHP 555 Page 3 (Rev. 4-11) OPI 060

Page 3 of 9

|                                                                                                               |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
|---------------------------------------------------------------------------------------------------------------|--|--------------------------|--|---------------------|--|----------------|--|----------------------------|--|--------------------------|--|-------------------------------------|--------------------------------|--------------------------|--|-------------------------------------|--|--------------------------|--|--------------------------|--|--------------------------|--|--------------------------|--|--------------------------|--|
| DATE OF COLLISION (MO. DAY YEAR)<br>06/26/14                                                                  |  |                          |  | TIME (2400)<br>1320 |  | NCIC #<br>9575 |  | OFFICER I.D.<br>20729      |  | NUMBER<br>2014-06-0322   |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| WITNESS ONLY                                                                                                  |  | PASSENGER ONLY           |  | AGE                 |  | SEX            |  | EXTENT OF INJURY ("X" ONE) |  |                          |  | INJURED WAS ("X" ONE)               |                                |                          |  | PARTY NUMBER                        |  | SEAT POS.                |  | AIR BAG                  |  | SAFETY EQUIP.            |  | EJECTED                  |  |                          |  |
| <input type="checkbox"/> #                                                                                    |  | <input type="checkbox"/> |  | 53                  |  | F              |  | <input type="checkbox"/>   |  | <input type="checkbox"/> |  | <input checked="" type="checkbox"/> |                                | <input type="checkbox"/> |  | <input checked="" type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | 2 1 L G 0                |  |
| NAME / D.O.B. / ADDRESS<br>MELISSA ANN OELHSEL SAME AS PARTY #2                                               |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| (INJURED ONLY) TRANSPORTED BY:<br>NOT TRANSPORTED                                                             |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     | TAKEN TO:<br>WILL SEEK OWN AID |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| DESCRIBE INJURIES<br>MINOR SCRAPE TO RIGHT LEG AND LEFT KNEE, COMPLAINT OF PAIN TO NECK, CHEST AND RIGHT FOOT |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> VICTIM OF VIOLENT CRIME NOTIFIED                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input checked="" type="checkbox"/> # 1                                                                       |  | <input type="checkbox"/> |  | 37                  |  | M              |  | <input type="checkbox"/>   |  | <input type="checkbox"/> |  | <input type="checkbox"/>            |                                | <input type="checkbox"/> |  | <input type="checkbox"/>            |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  |
| NAME / D.O.B. / ADDRESS<br>WILLIAM TYLER SMITH 04/16/76 7251 LAS PLUMAS LN. TULUNGA, CA 91042 818-395-3318    |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| (INJURED ONLY) TRANSPORTED BY:                                                                                |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     | TAKEN TO:                      |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| DESCRIBE INJURIES                                                                                             |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> VICTIM OF VIOLENT CRIME NOTIFIED                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input checked="" type="checkbox"/> # 2                                                                       |  | <input type="checkbox"/> |  | 77                  |  | M              |  | <input type="checkbox"/>   |  | <input type="checkbox"/> |  | <input type="checkbox"/>            |                                | <input type="checkbox"/> |  | <input type="checkbox"/>            |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  |
| NAME / D.O.B. / ADDRESS<br>TIMOTHY LEE QUINN 06/13/1937 9572 CREEMORE PL. TULUNGA, CA 91042 818-422-7185      |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| (INJURED ONLY) TRANSPORTED BY:                                                                                |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     | TAKEN TO:                      |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| DESCRIBE INJURIES                                                                                             |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> VICTIM OF VIOLENT CRIME NOTIFIED                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> #                                                                                    |  | <input type="checkbox"/> |  |                     |  |                |  | <input type="checkbox"/>   |  | <input type="checkbox"/> |  | <input type="checkbox"/>            |                                | <input type="checkbox"/> |  | <input type="checkbox"/>            |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  |
| NAME / D.O.B. / ADDRESS                                                                                       |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| (INJURED ONLY) TRANSPORTED BY:                                                                                |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     | TAKEN TO:                      |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| DESCRIBE INJURIES                                                                                             |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> VICTIM OF VIOLENT CRIME NOTIFIED                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> #                                                                                    |  | <input type="checkbox"/> |  |                     |  |                |  | <input type="checkbox"/>   |  | <input type="checkbox"/> |  | <input type="checkbox"/>            |                                | <input type="checkbox"/> |  | <input type="checkbox"/>            |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  |
| NAME / D.O.B. / ADDRESS                                                                                       |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| (INJURED ONLY) TRANSPORTED BY:                                                                                |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     | TAKEN TO:                      |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| DESCRIBE INJURIES                                                                                             |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> VICTIM OF VIOLENT CRIME NOTIFIED                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> #                                                                                    |  | <input type="checkbox"/> |  |                     |  |                |  | <input type="checkbox"/>   |  | <input type="checkbox"/> |  | <input type="checkbox"/>            |                                | <input type="checkbox"/> |  | <input type="checkbox"/>            |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  | <input type="checkbox"/> |  |
| NAME / D.O.B. / ADDRESS                                                                                       |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| (INJURED ONLY) TRANSPORTED BY:                                                                                |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     | TAKEN TO:                      |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| DESCRIBE INJURIES                                                                                             |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| <input type="checkbox"/> VICTIM OF VIOLENT CRIME NOTIFIED                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| PREPARER'S NAME<br>WATSON                                                                                     |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| I.D. NUMBER<br>20729                                                                                          |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| MO. DAY YEAR                                                                                                  |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| REVIEWER'S NAME                                                                                               |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |
| MO. DAY YEAR                                                                                                  |  |                          |  |                     |  |                |  |                            |  |                          |  |                                     |                                |                          |  |                                     |  |                          |  |                          |  |                          |  |                          |  |                          |  |

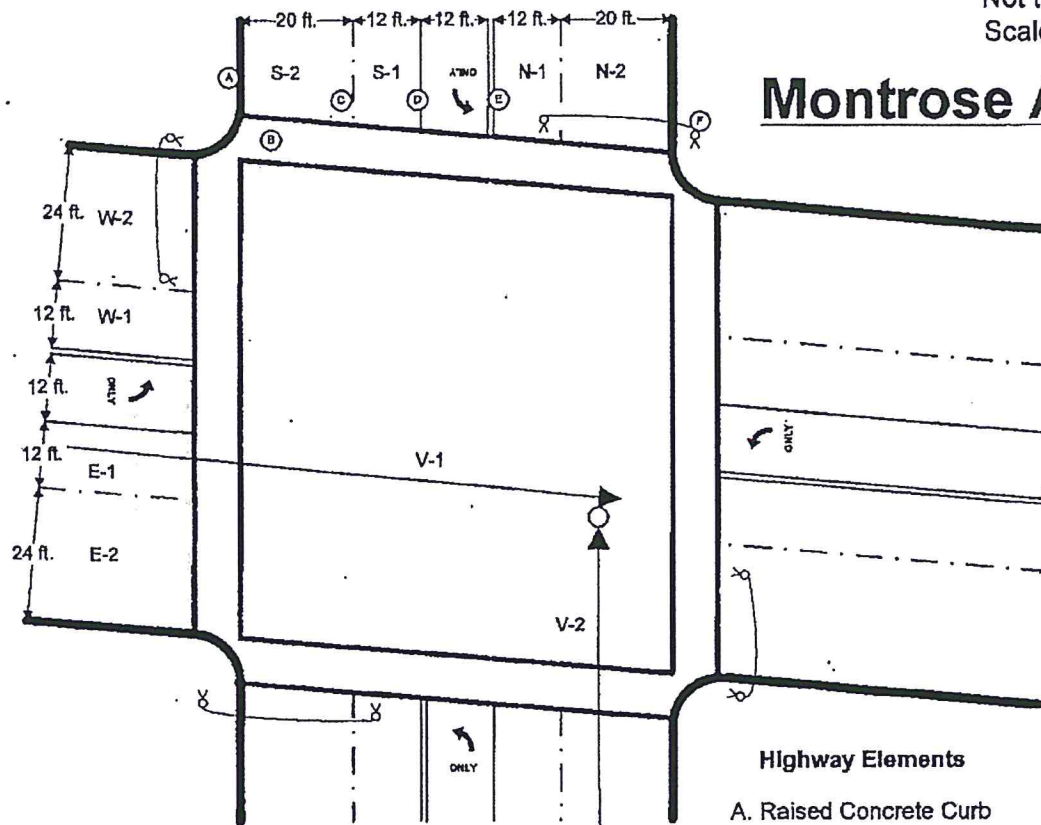
Ocean View Blvd.



### Sketch

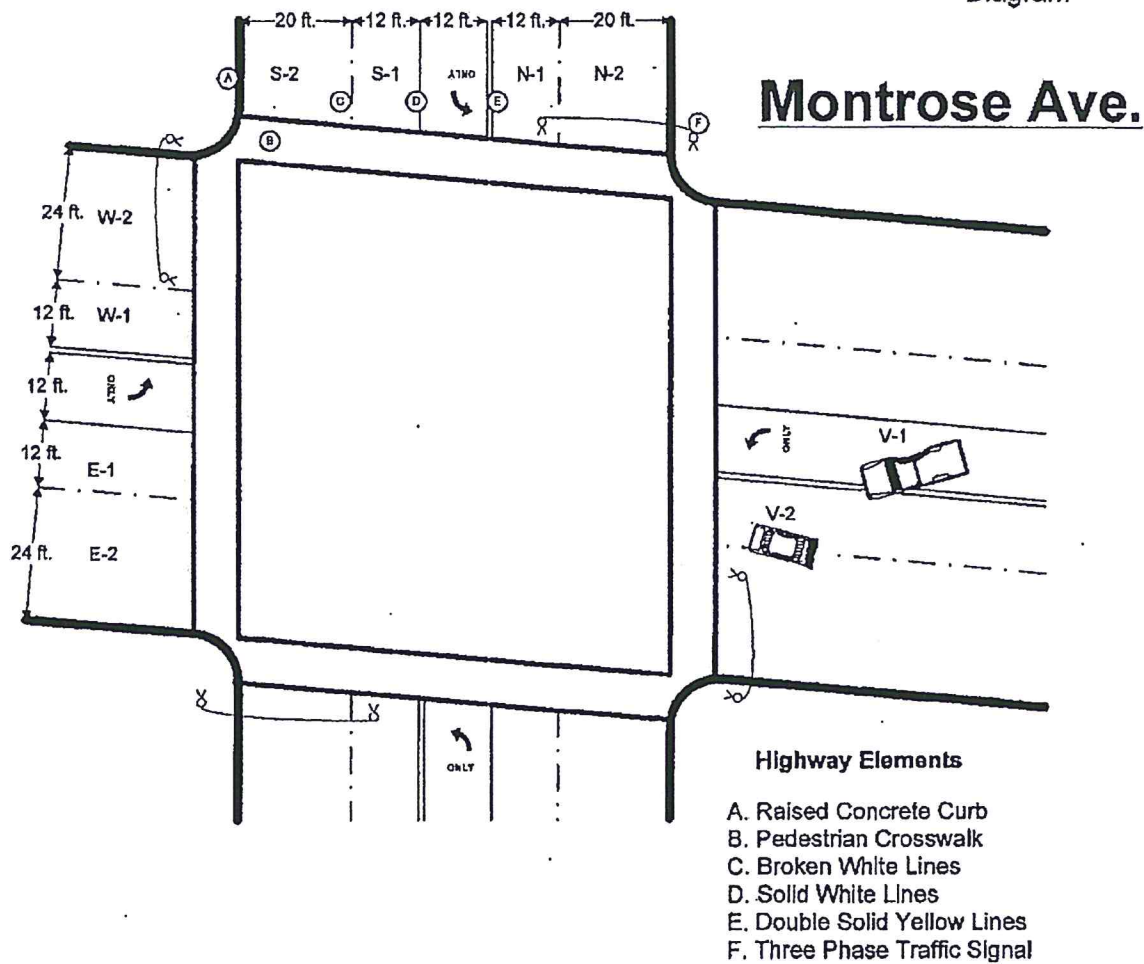
Not to  
Scale

**Montrose Ave.**



## Highway Elements

- A. Raised Concrete Curb
- B. Pedestrian Crosswalk
- C. Broken White Lines
- D. Solid White Lines
- E. Double Solid Yellow Lines
- F. Three Phase Traffic Signal

DATE OF INCIDENT  
06-26-2014TIME  
1320NCIC NUMBER  
9575OFFICER I.D.  
020729NUMBER  
2014-06-0321Ocean View Blvd.Factual  
DiagramPREPARED BY  
C. WATSONI.D. NUMBER  
020729DATE  
06/26/2014

REVIEWER'S NAME

DATE

|                  |      |             |              |              |
|------------------|------|-------------|--------------|--------------|
| DATE OF INCIDENT | TIME | NCIC NUMBER | OFFICER I.D. | NUMBER       |
| 06-26-2014       | 1320 | 9575        | 020729       | 2014-06-0321 |

**Factual Diagram Legend****Vehicle Points of Rest:****Vehicle #1 (Ford)**

Left front tire of Vehicle #1 was located 41 feet east of the east roadway edge prolongation of Ocean View Boulevard and 37 feet north of the south roadway edge prolongation of Montrose Avenue.

Left rear tire of Vehicle #1 was located 53 feet east of the east roadway edge prolongation of Ocean View Boulevard and 41 feet north of the south roadway edge prolongation of Montrose Avenue.

**Vehicle #2 (Honda)**

Right front tire of Vehicle #2 was located 25 feet east of the east roadway edge prolongation of Ocean View Boulevard and 21 feet north of the south roadway edge prolongation of Montrose Avenue.

Right rear tire of Vehicle #2 was located 17 feet east of the east roadway edge prolongation of Ocean View Boulevard and 24 feet north of the south roadway edge prolongation of Montrose Avenue.

|             |             |            |                 |      |
|-------------|-------------|------------|-----------------|------|
| PREPARED BY | I.D. NUMBER | DATE       | REVIEWER'S NAME | DATE |
| C. WATSON   | 020729      | 06/26/2014 |                 |      |

## NARRATIVE/SUPPLEMENTAL

PAGE 7 OF 9

| DATE OF INCIDENT | TIME | NCIC NUMBER | OFFICER I.D. | NUMBER       |
|------------------|------|-------------|--------------|--------------|
| 06-26-2014       | 1320 | 9575        | 020729       | 2014-06-0321 |

**Facts****Notification:**

On 06-26-14 at approximately 1327 I received a call via CHP dispatch of a traffic collision that occurred on Ocean View Boulevard and Montrose Avenue. I responded from I-210 and Arroyo Boulevard and arrived on scene at approximately 1336 hours. All times, speeds and measurements are approximate. All measurements were obtained by roll meter and visual estimation.

**Scene:**

This location is an unincorporated area of Los Angeles County. Ocean View Boulevard is a north/south aligned street. There are two lanes for northbound and two lane for southbound traffic. There is also a left turn lane for each direction. The road is bordered to the east and west by raised concrete curbs.

Montrose Avenue is an east/west aligned highway. There are two lanes for eastbound and two lanes for westbound traffic. There is a left turn lane for each direction. The road is bordered to the north and south by raised concrete curbs. There are tri-phase traffic signals at each corner and over-hanging the roadway for each direction. The roadway surface is constructed of concrete. There were no roadway defects or visual obstructions noted, claimed or reported. The weather conditions were sunny, warm and dry. Refer to the Factual Diagram for details.

**Parties:**

Party #1 (Rawlings) was contacted on scene standing on the south sidewalk. Party #1 was identified by his valid California Driver License and was determined to be the driver of Vehicle #1 (Ford) by his statement.

Vehicle #1 (Ford) was located on scene, on its wheels, facing in a westerly direction, where it came to rest after the collision. As a result of the collision, Vehicle #1 sustained damage consisting of but not limited to: a broken drive shaft, and broken exhaust pipe, a dented right rear door panel and a broken off step.

Party #2 (Oechsel) was contacted on scene seated on the south sidewalk. Party #2 was identified by her valid California Driver License and was determined to be the driver of Vehicle #2 (Honda) by her statement.

Vehicle #2 (Honda) was located on scene, on its wheels, facing in an easterly direction, where it came to rest after the collision. As a result of the collision, Vehicle #2 sustained damage consisting of but not limited to: a flat right front tire, a broken front axle, a detached hood, a smashed windshield, a detached front bumper, approximately 10 inches of front end intrusion damage, both front fenders smashed, and a scratched right front door panel.

**Physical Evidence:**

Damage to involved vehicles.

| PREPARED BY | I.D. NUMBER | DATE       | REVIEWER'S NAME | DATE |
|-------------|-------------|------------|-----------------|------|
| C. WATSON   | 020729      | 06/26/2014 |                 |      |

| DATE OF INCIDENT | TIME | NCIC NUMBER | OFFICER I.D. | NUMBER       |
|------------------|------|-------------|--------------|--------------|
| 06-26-2014       | 1320 | 9575        | 020729       | 2014-06-0321 |

Statements:

Party #1 (Rawlings) was contacted on scene and related in essence the following: He was traveling eastbound on Montrose Avenue, within the #1 lane at approximately 35 mph approaching Ocean View Boulevard. He stated that he intended to continue straight through the intersection on Montrose Avenue. As he approached the intersection he related that the traffic signal was green from as far back as he could remember seeing it and that it did not change prior to him entering the intersection. He had just entered the intersection when he observed a black sedan approaching northbound on Ocean View Boulevard. He stated that he then hit his brakes, but the sedan hit the side of his truck. The impact spun his vehicle around as it came to a stop. After the collision, he got out of his vehicle and went to help the driver of the black sedan.

Party #2 (Oechsle) was contacted on scene and related in essence the following: She was traveling northbound on Ocean View Boulevard, within the #2 lane at 35 mph, approaching Montrose Avenue. She intended to continue straight through the intersection on Ocean View Boulevard. She related that as she approached the intersection, the traffic signal was green from as far back as she could remember and did not change prior to her entering the intersection. As she entered the intersection, she observed a white truck enter the intersection traveling eastbound on Montrose Avenue at a high rate of speed. She stated that she did not have time to hit her brakes before the collision. The impact caused her airbags to deploy and the car to spin out. After the collision, she saw smoke from her car and then exited the vehicle.

Witness #1 (Smith) was contacted on scene and related in essence the following: He was traveling in his vehicle, eastbound on Montrose Avenue, within the #1 lane at 35 mph, approximately 50 yards behind Vehicle #1. He stated that he and Vehicle #1 were approaching the intersection when the traffic signal cycled from green to yellow. He then hit his brakes with the intention of stopping at the limit line. Vehicle #1 entered the intersection when the traffic signal was yellow and it changed to red while he was in the intersection. He related that he observed the black sedan approaching northbound on Ocean View Boulevard and the two vehicles collide. After the collision, he drove his vehicle through the intersection, got out to help the drivers and then used his cones to block off the lanes.

Witness #2 (Quinn) was contacted by phone on 06-30-14 at approximately 1400 hours and related in essence the following: He was traveling eastbound on Montrose Avenue, within the #2 lane, approaching Ocean View Boulevard. As he approached the intersection, he observed the traffic signal change from green to yellow to red, and he came to a stop facing eastbound at the limit line of Ocean View Boulevard. He was stopped at the red traffic signal for approximately 20-25 seconds when a white truck drove past him traveling eastbound on Montrose Avenue, within the #1 lane at approximately 35 mph. He stated that the white truck entered the intersection when the light was red. As it traveled through the intersection it almost collided with the rear of a vehicle traveling northbound on Ocean View Boulevard. He then observed a black sedan traveling northbound on Ocean View Boulevard collide with the side of the white truck. After the collision, he observed the driver of the white truck get out and help the driver of the black sedan. He waited for the light to cycle to green and drove through the intersection, stopped and provided Party #2 with his contact information.

|             |             |            |                 |      |
|-------------|-------------|------------|-----------------|------|
| PREPARED BY | I.D. NUMBER | DATE       | REVIEWER'S NAME | DATE |
| C. WATSON   | 020729      | 06/26/2014 |                 |      |

| DATE OF INCIDENT | TIME | NCIC NUMBER | OFFICER I.D. | NUMBER       |
|------------------|------|-------------|--------------|--------------|
| 06-26-2014       | 1320 | 9575        | 020729       | 2014-06-0321 |

**Opinions and Conclusion****Summary:**

Party #1 (Rawlings) was traveling in Vehicle #1 (Ford) eastbound on Montrose Avenue, within the #1 lane, at 35 mph, approaching Ocean View Boulevard. Party #2 (Oechsel) was traveling in Vehicle #2 (Honda) northbound on Ocean View Boulevard, at 35 mph, approaching Montrose Avenue, in the #2 lane. Vehicle #1 and Vehicle #2 were traveling perpendicular to each other.

This collision occurred when Party #1 entered the intersection against a red traffic signal and Party #2 entered the intersection with a green traffic signal. The front of Vehicle #2 collided with the right side of Vehicle #1. The impact caused both vehicles to spin out and come to rest on Montrose Avenue east of Ocean View Boulevard.

After the collision, both parties exited their vehicles, did not move them and walked to the south sidewalk to await the arrival of paramedics and CHP.

**Area of Impact:**

The Area of Impact (V-1 vs. V-2) occurred approximately 15 feet west of the east roadway edge prolongation of Ocean View Boulevard and 28 feet north of the south roadway edge prolongation of Montrose Avenue.

**Cause:**

Party #1 (Rawlings) caused this collision by driving in violation of 21453(a) Vehicle Code which states that A driver facing a steady circular red signal alone shall stop at a marked limit line, but if none, before entering the crosswalk on the near side of the intersection or, if none, then before entering the intersection, and shall remain stopped until an indication to proceed is shown, except as provided in subdivision (b).

**Recommendations:**

None.

*The Summary, Area of Impact, and Cause were determined by statements and vehicle damage.*

| PREPARED BY | I.D. NUMBER | DATE       | REVIEWER'S NAME | DATE |
|-------------|-------------|------------|-----------------|------|
| C. WATSON   | 020729      | 06/26/2014 |                 |      |

Information Item

# 2015 LEGISLATIVE SYMPOSIUM

March 4, 2015 • Sacramento Convention Center  
Register Online at [www.acwa.com](http://www.acwa.com)

REGISTRATION & CANCELLATION DEADLINE IS FEBRUARY 20, 2015

## PRICING REFERENCE SHEET

### REGISTRATION FEES

|  | REGULAR (ends 2/20/15) | ONSITE |
|--|------------------------|--------|
|--|------------------------|--------|

**Advantage** (For ACWA public agency members, affiliates & associates ONLY)

\$225 \$245

**Standard** (Applies to non-members of ACWA)

\$335 \$355

Your registration fee includes: continental breakfast, refreshment breaks, lunch and handout materials.

### HOTEL INFORMATION

You must be registered for the ACWA Legislative Symposium in order to make hotel reservations at the special room rate.

**Hyatt Regency Sacramento**  
1209 L Street, Sacramento, CA  
800-223-1234

**Special Hotel Rate:** \$179 per night (The cut-off date to receive the \$179 per night special rate is February 10, 2015)

Reservations can be made by one of the following ways:

**ONLINE:** <https://resweb.passkey.com/go/2015CWA5>

**PHONE:** Call 888-421-1442 (Please identify yourself as part of the Association of California Water Agencies)

Any reservation made after February 10, 2015 is subject to the hotel's regular room rate and based on availability.

**Hotel Questions, Cancellation or Changes:** Contact hotel directly at 888-421-1442

### PAYMENT INFORMATION

☒ Check payable to ACWA – 910 K Street, Ste. 100 • Sacramento, CA 95814

☒ Bill me

☒ Charge credit card: MasterCard or Visa

If you select check or bill me payment option, to expedite the check-in process onsite, ACWA must receive payment two weeks prior to the event.

**Questions?** Contact us at 916.441.4545, toll free 888.666.2292 (Event terms and conditions available at [acwa.com](http://acwa.com) in the event section.)



Duane Dike is the manager of creative production for a large entertainment company in Southern California. He has a doctorate in management and organizational leadership and an MBA in management. He is a popular guest speaker for education and management groups on subjects related to innovation, leadership and thinking.

## In praise of inconspicuous leadership

Many so-called leaders have an unhealthy interest in the outward trappings of their position. But the problem with conspicuous leadership is that it's usually only skin deep. Real leadership - the inconspicuous kind - is about far more than status or measurable achievements; it's a life-giving force in itself.

Conspicuous leadership is that human-contrived attempt to add order to organizations. It's those official authoritative positions identified by title, alignment to top bosses, office size and location, tenure, and the like. These more visible signs of official leadership are granted by organizational ritual, often with memos written by the king, proclaiming, "I am happy to announce the promotion of a bloke who is better at doing things than you are...."

Signs of conspicuous leadership are the measurable things. These leaders are praised for cutting costs, improving processes, spearheading construction of new buildings, adding clients. All that visible stuff is what ends up on resumes; things like accomplishments, education, years in previous jobs, positions held, volunteer work, and hobbies.

### **Emotional Intelligence: It's Real**

However, what you see on organizational charts or resumes are only tips of icebergs of what real leadership is. It's those inconspicuous chunks below the water line that really count. The hidden things of leadership, like emotional intelligence, are the ingredients to fostering happy and productive employees. Don't get me wrong, businesses need some sort of organizational order, but how those humans in authority relate to others is what is most important to business success.

Study after study show that leaders with high levels of emotional intelligence (a real thing) instinctively know how to place fellow leaders and workers at ease, are self-aware, respect the nuances between personal life and work, can be straightforward without being cruel, are decisive, can sense and intervene when employees have personal issues, and can skillfully manipulate change without disturbing the masses. Emotionally strong leaders feel a moral responsibility toward others.

Parenthetical time. I, too, scoffed at the concept of emotional intelligence until I studied it from academic points of view and from non-business frames of reference. It's real. If you're not convinced, I suggest hunting down a few books on the subject or searching through peer-reviewed articles. Emotional intelligence is a powerful dealmaker, distinguishing leaders who are effective from those who are destructive.

### **Antithesis: Low Emotional Intelligence**

And, here it comes. Leaders with low levels of emotional intelligence feel little or no responsibility for the human elements of organizations, are unaware of how their own emotions effect the workplace and can derail productivity with a single decree. They're the leaders who wonder why no one likes them and then come up with their own truisms, like "you can never be friends with the people you lead."

Frankly, that's just not true; leaders CAN be friends with the people they lead. I can be much more honest with employees I'm close to than with the ones I barely know. Even in those ugly times when some sort of corrective action is necessary, knowing the person makes any discussion that much more effective and meaningful. Just this week I intervened an employee who, through her behavior, was inadvertently heading down a path that could permanently damage her reputation and future. I'm not saying the conversation was easy (they never are), but I do believe it was more effective because I knew the person fairly well.

#### **Trouble: Self-Identity with a Position**

Leaders who rely on their positions for personal identity are less secure in their skin. Sadly, insecure managers are often the NO-mongers. The trouble with these no-bosses is that their employees only ever hear what the boss doesn't like. And if I only hear the things my boss hates, all my energy will focus on things to avoid. That strategy simply isn't productive.

But if I know the things my boss likes, especially if they're good things, I can aim for those with my behavior, decisions, relationships, and emotional intelligence. Smart leaders educate in goals that make sense. Education is the process of introspection and contextual understanding.

#### **Inconspicuous Leaders and Flocks**

Followers will do anything for those gems of inconspicuous leaders out of respect, support, and possibly even a touch of love (a subject for another time). In a leadership focus group, a gathering of employees described a manager they believed in by saying, "We'd walk through walls for Harriet." That's a pretty darn powerful statement. Leaders with this kind of praise are adept at moving the machine along toward productive ends. They achieve this kind of support through their powers of understanding emotions, context, timing, and systems.

If you really want to know the true skinny on a leader's effectiveness, don't bother asking that person's boss. Instead, go right to most accurate assessment scale in the book, direct reports and cohorts. Bosses often aren't privy to the inconspicuous side of direct report leadership.

#### **A Lesson from Robert Frost**

A framed copy of a Robert Frost poem, A Time to Talk, sits on my desk. It's my personal business model, the overriding philosophy for how I like to run my business. This powerful verse explains emotional intelligence in ways I never could. Here goes:

When a friend calls to me from the road  
And slows his horse to a meaning walk,  
I don't stand still and look around  
On all the hills I haven't hoed,  
And shout from where I am, What is it?  
No, not as there is a time to talk.  
I thrust my hoe in the mellow ground,  
Blade-end up and five feet tall,  
And plod: I go up to the stone wall  
For a friendly visit.

Thanks for listening.

# CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD  
LA CRESCENTA, CALIFORNIA

Agenda for the Meeting of the Engineering Committee  
of the Crescenta Valley Water District

To be held on

January 16, 2015 at 8:00 AM

Posted January 14, 2015 at 10:00 am

## Call to Order

## Adoption of Agenda

## Information Items

1. Review of Well Levels, Well Capacity Status Charts and Well Rehabilitation Status
2. Review of Statement of Qualifications and Proposed Projects for As-Need Consulting Services
3. Review of FMWD 10-Year Purchase Order Request and Water Supply Allocation Plan
4. Review of CIP Budget, Project Schedule & Project Status
  - A. Ocean View Reservoir Overflow/Drain Pipe Project
  - B. Well 16 (Rockhaven) Well Project
  - C. Ocean View Chlorination Station Project
  - D. Crescenta Valley County Park Stormwater Feasibility Study

## Public Comments

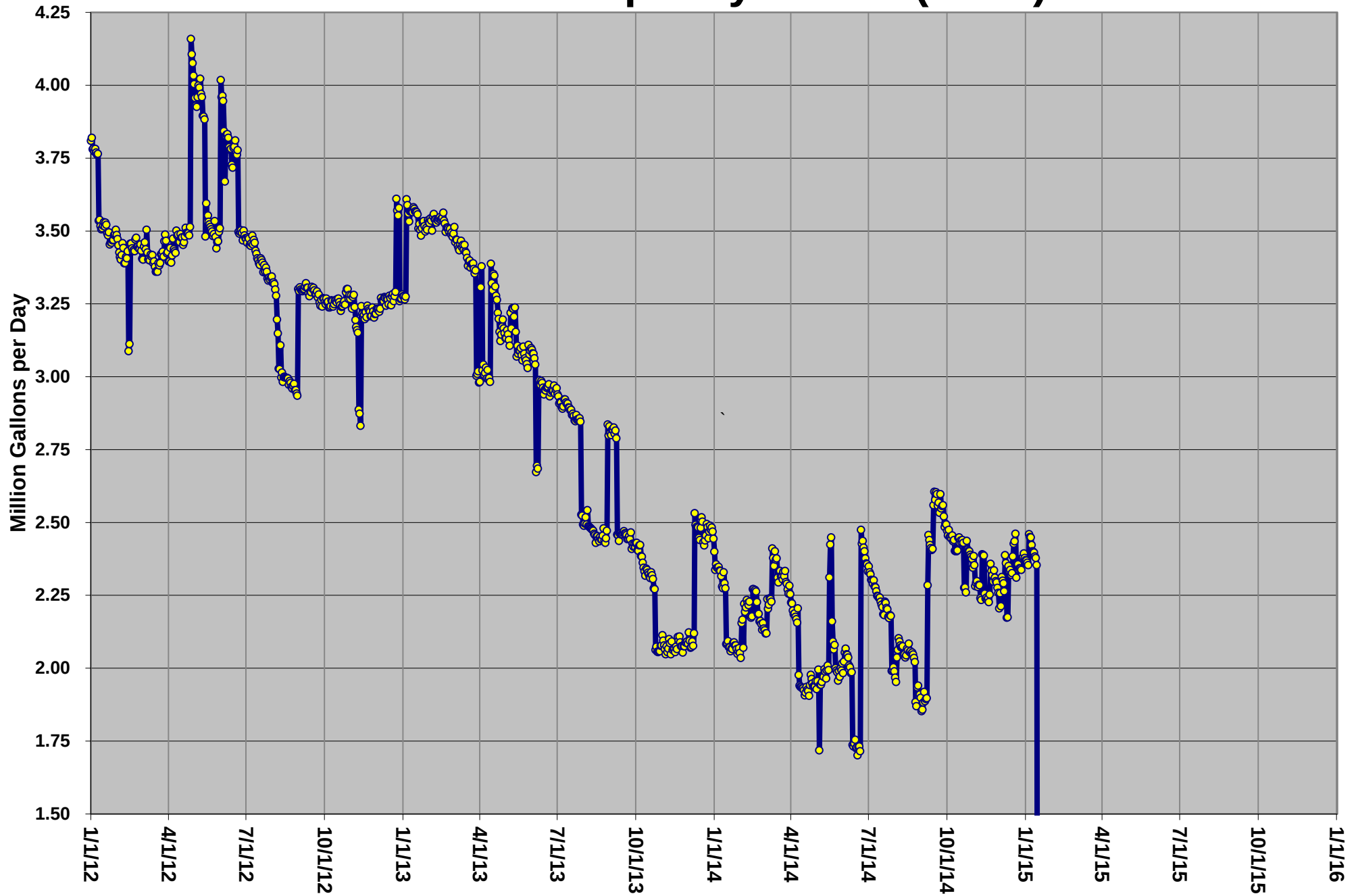
At this time, members of the public shall have an opportunity to address the committee on items of interest that are within the subject matter jurisdiction of the Committee. This opportunity is non-transferable and speakers are limited to three (3) minutes each.

## Committee Member's Request for Future Agenda Items

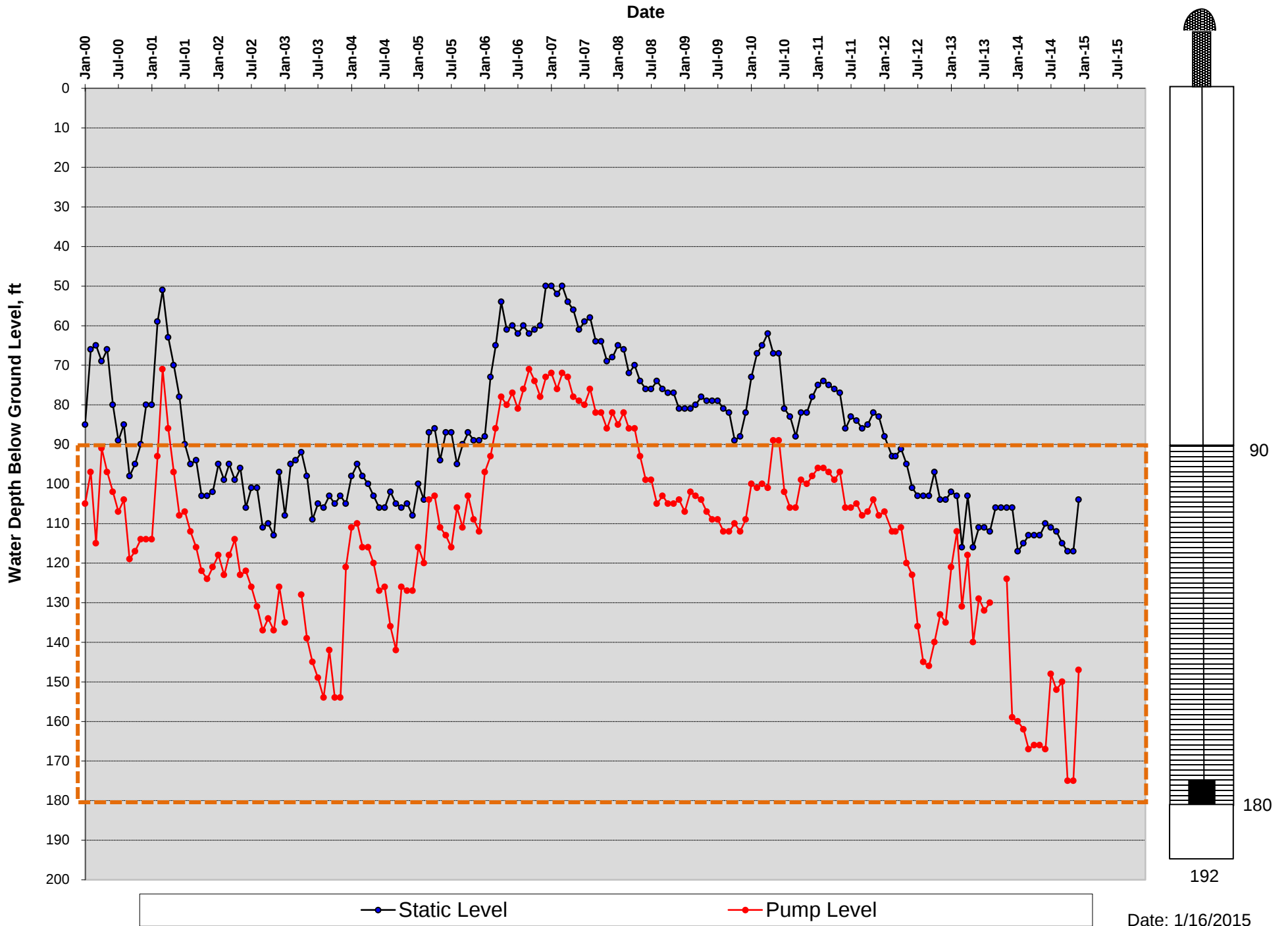
Next Engineering Committee Meeting – February 13, 2015

## Adjournment

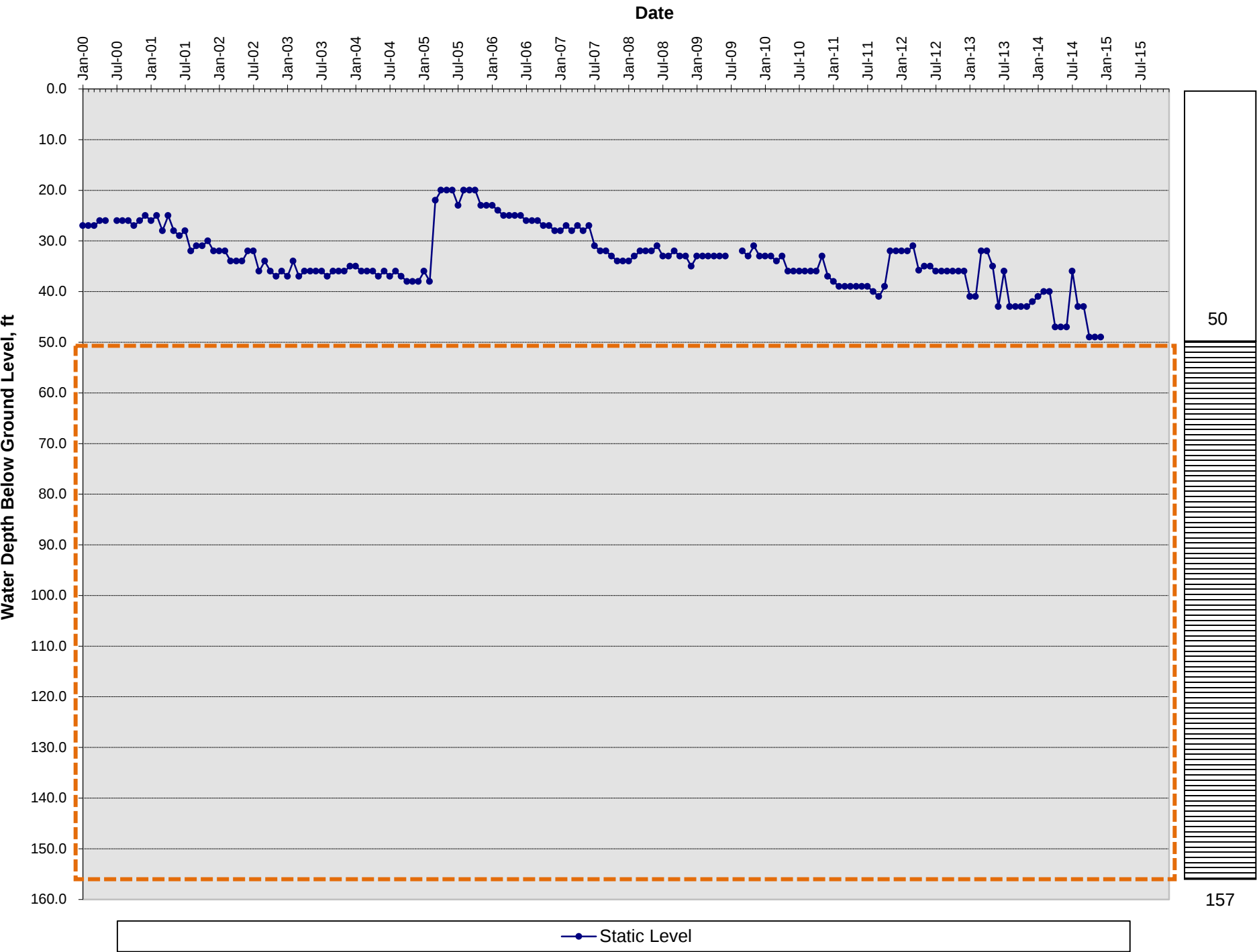
# Crescenta Valley Water District 2012-15 Well Capacity Status (MGD)



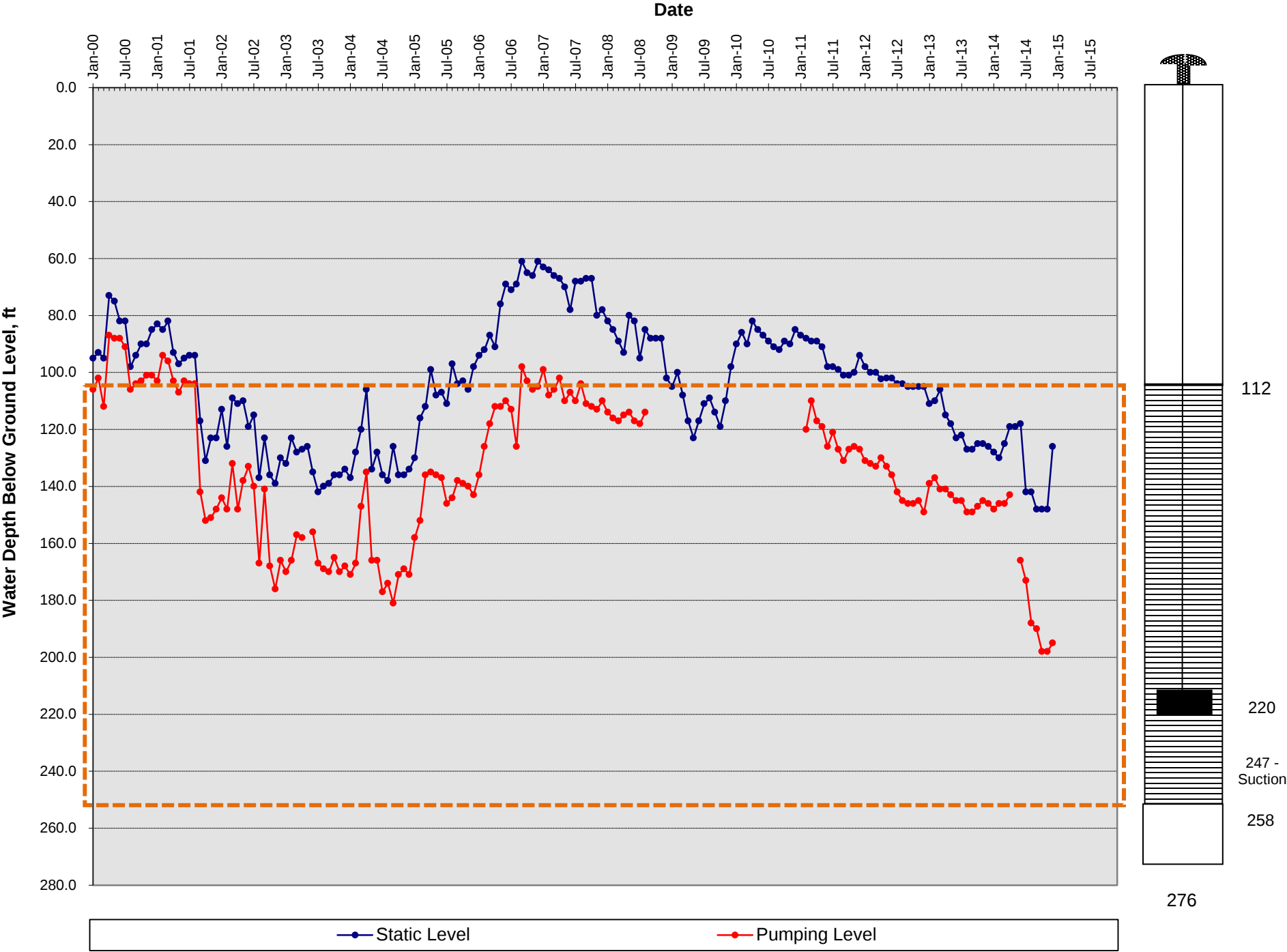
# Well 1: 2000 - 2015 - Static and Pumping Levels



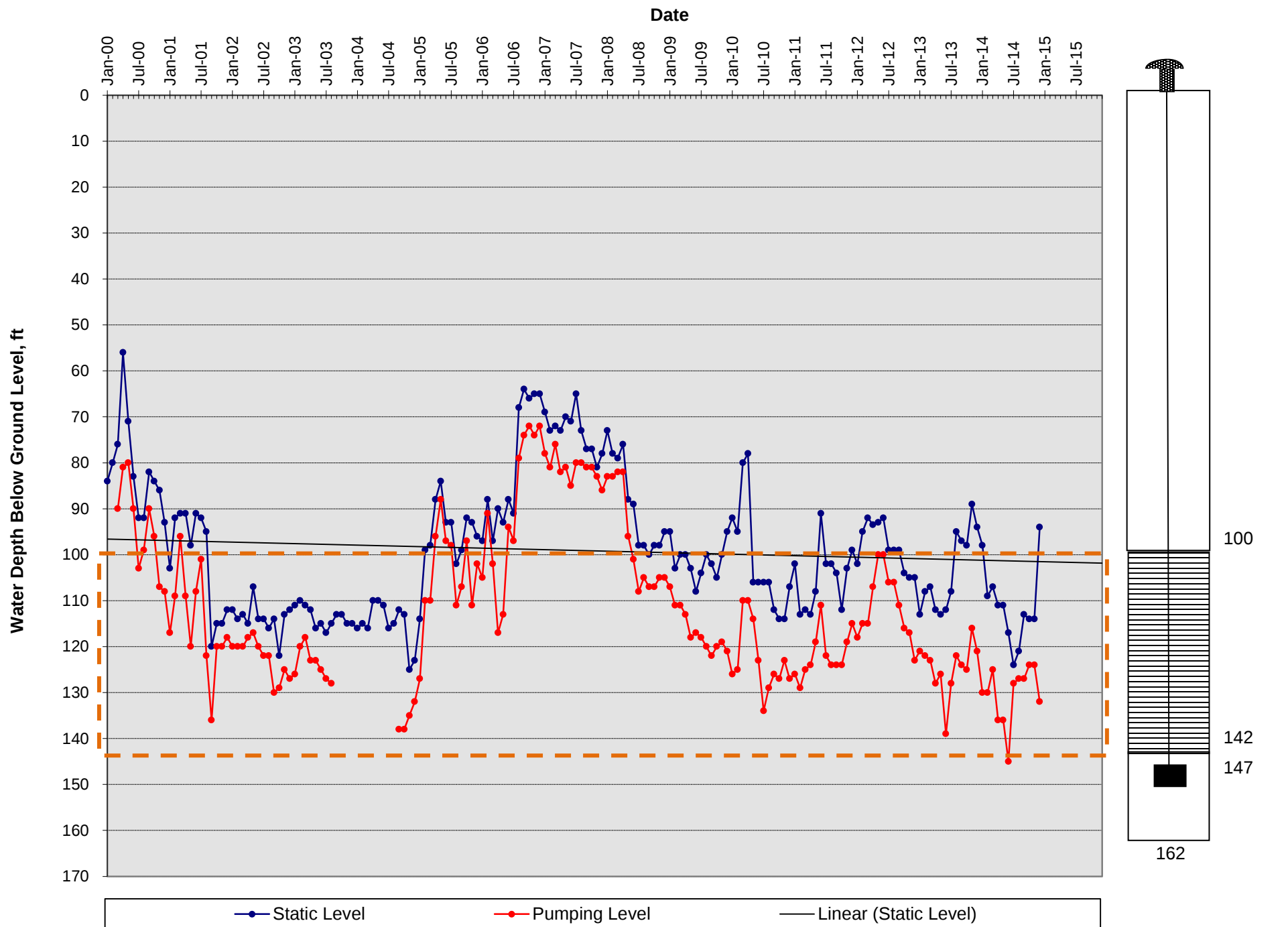
Well 2: 2000 - 2015 - Static Level



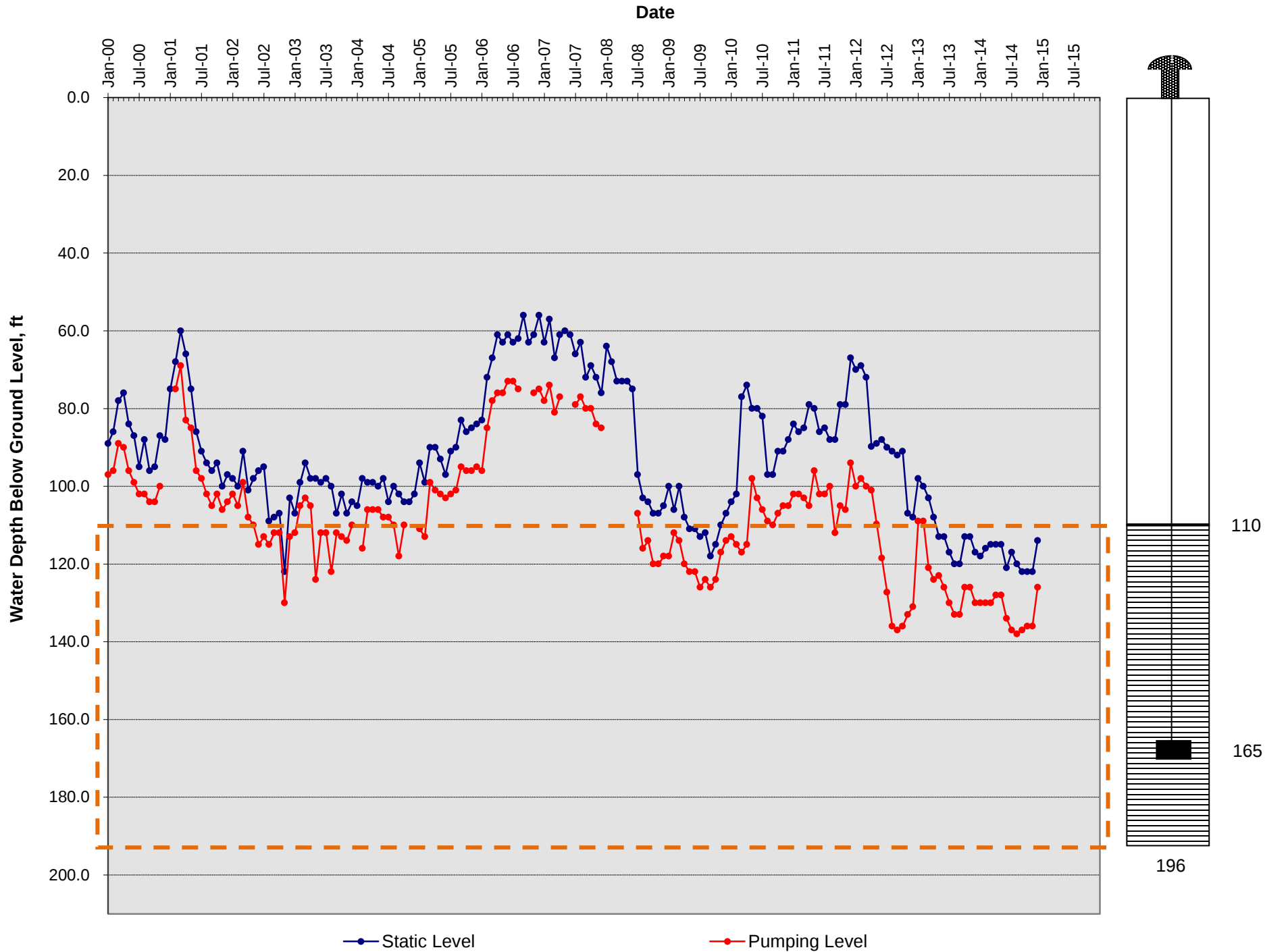
Well 5: 2000 - 2015 - Static and Pumping Levels



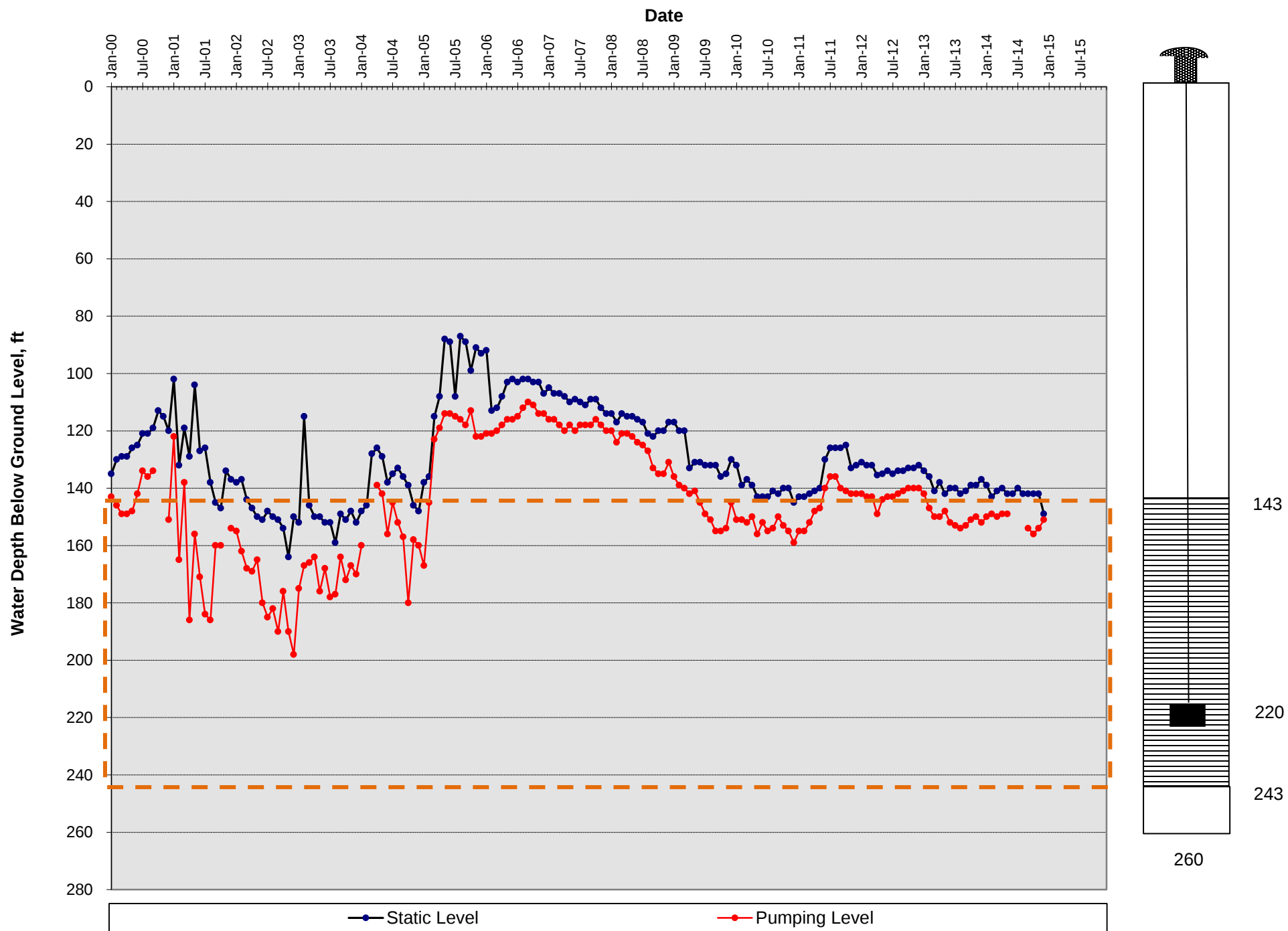
# Well 6: 2000 - 2015 - Static and Pumping Levels



# Well 7: 2000 - 2015 - Static and Pumping Levels

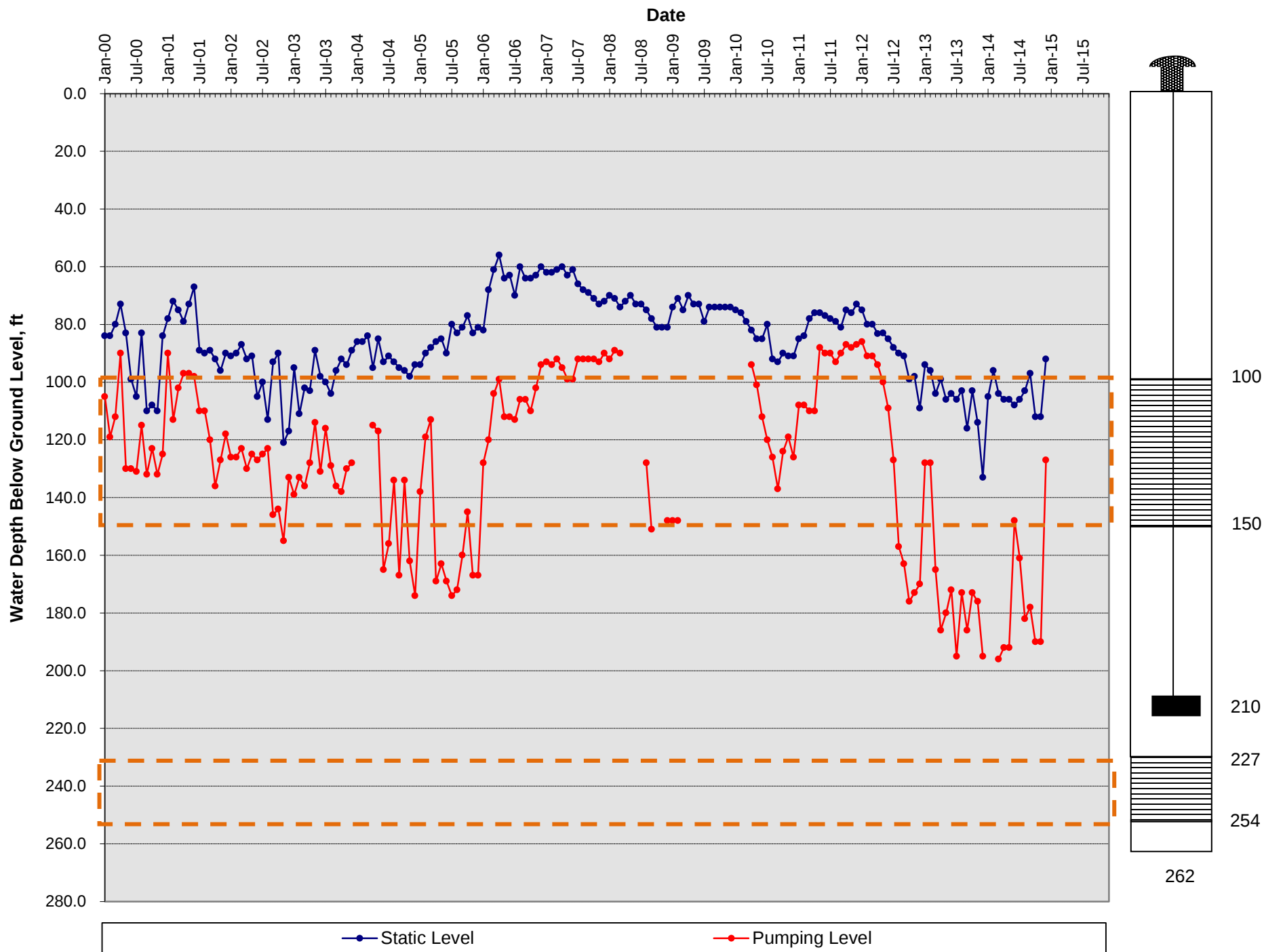


# Well 8: 2000 - 2015 - Static and Pumping Levels



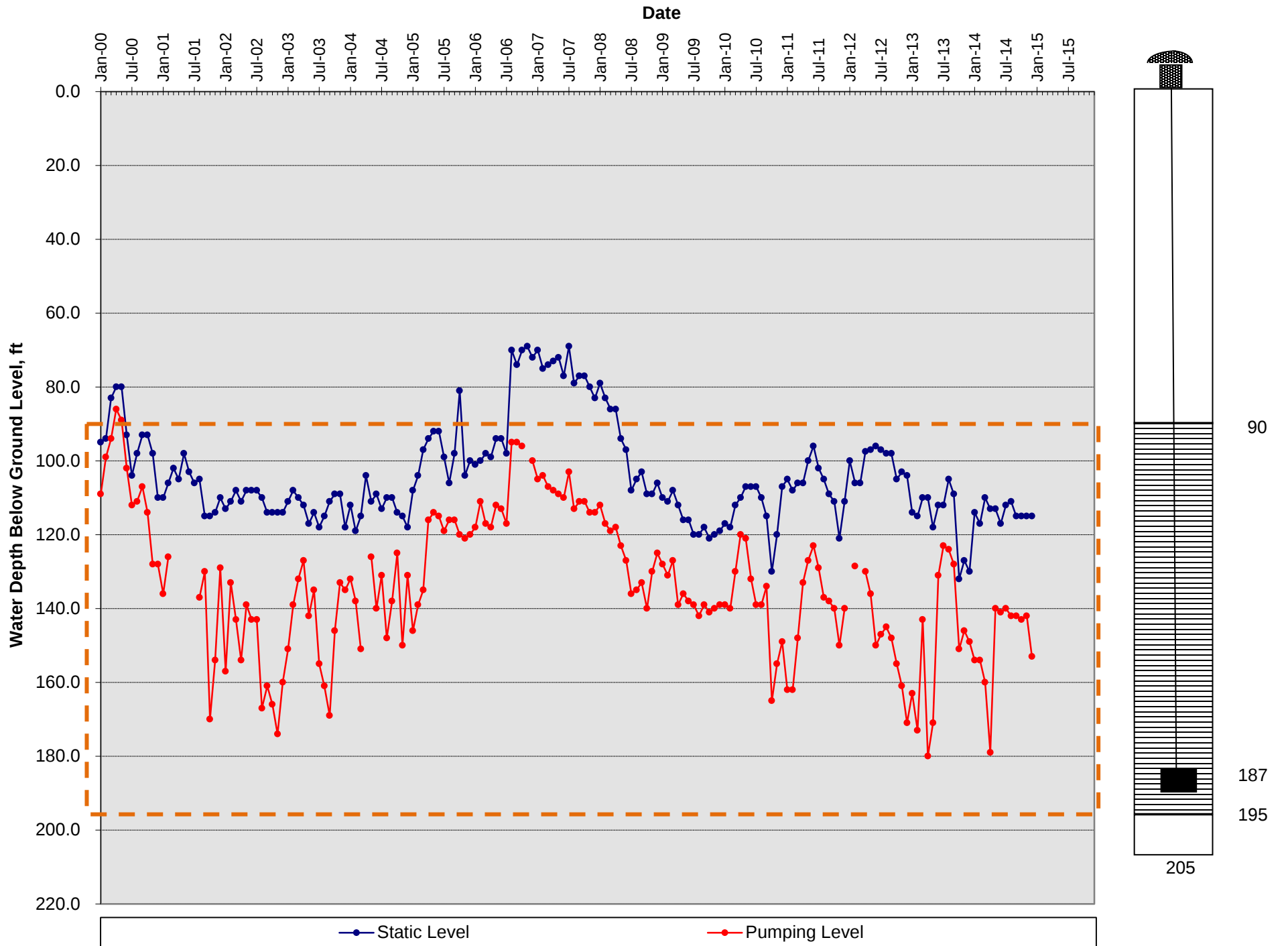
Date: 1/16/2015

# Well 9: 2000 - 2015 - Static and Pumping Levels



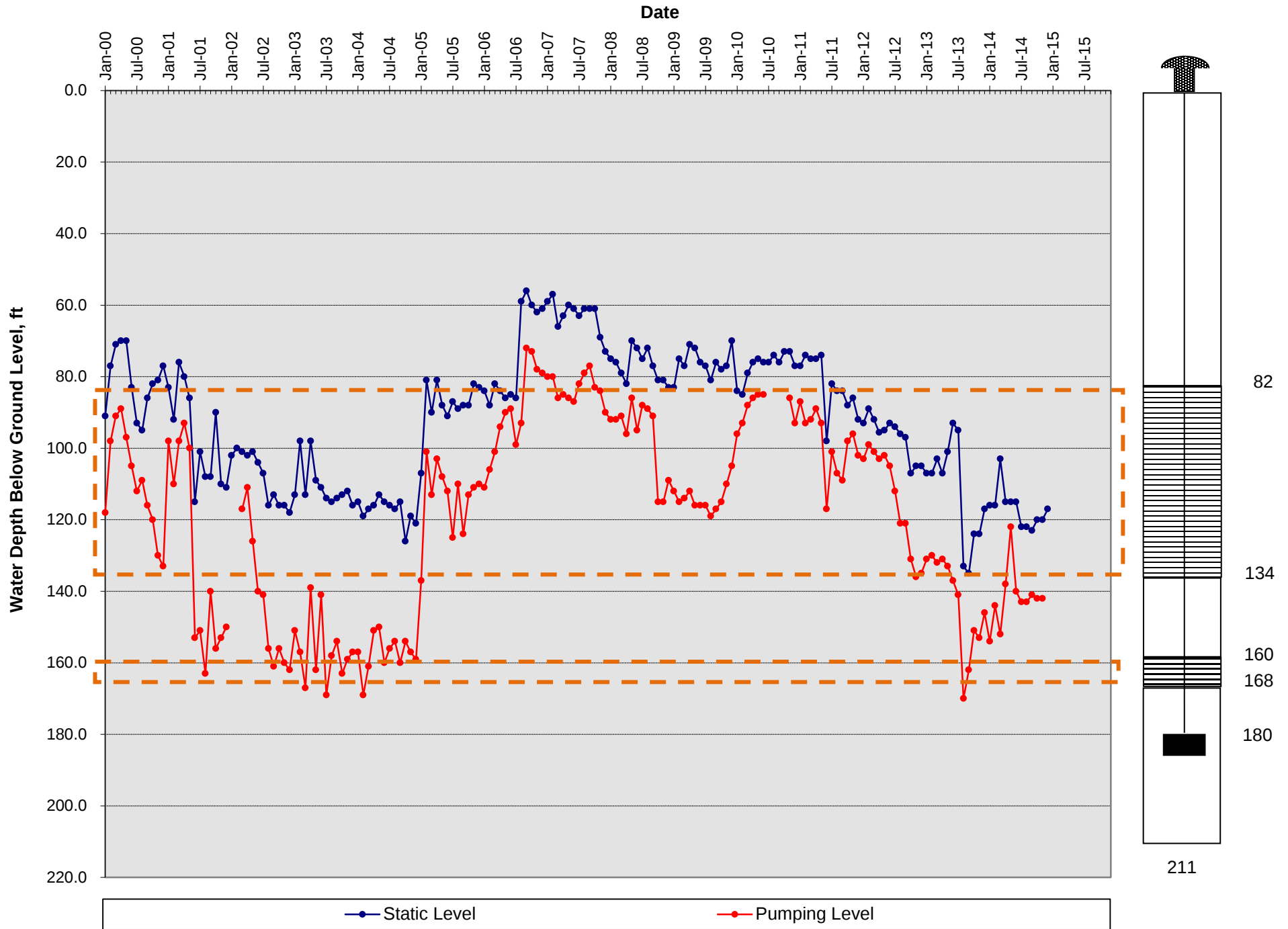
Date: 1/16/2015

# Well 10: 2000 - 2015 - Static and Pumping Levels

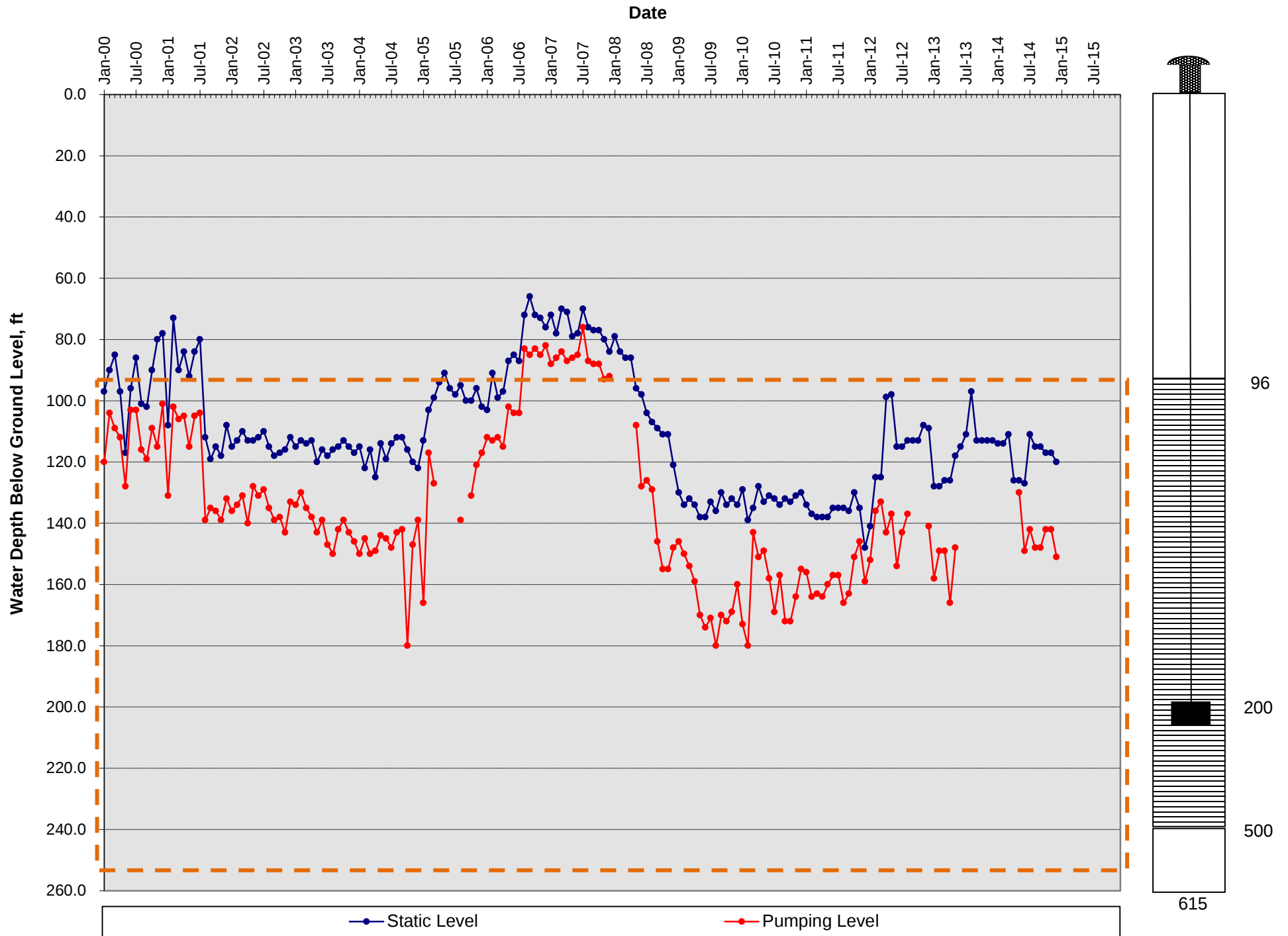


Date: 1/16/2015

# Well 11: 2000 - 2015 - Static and Pumping Levels

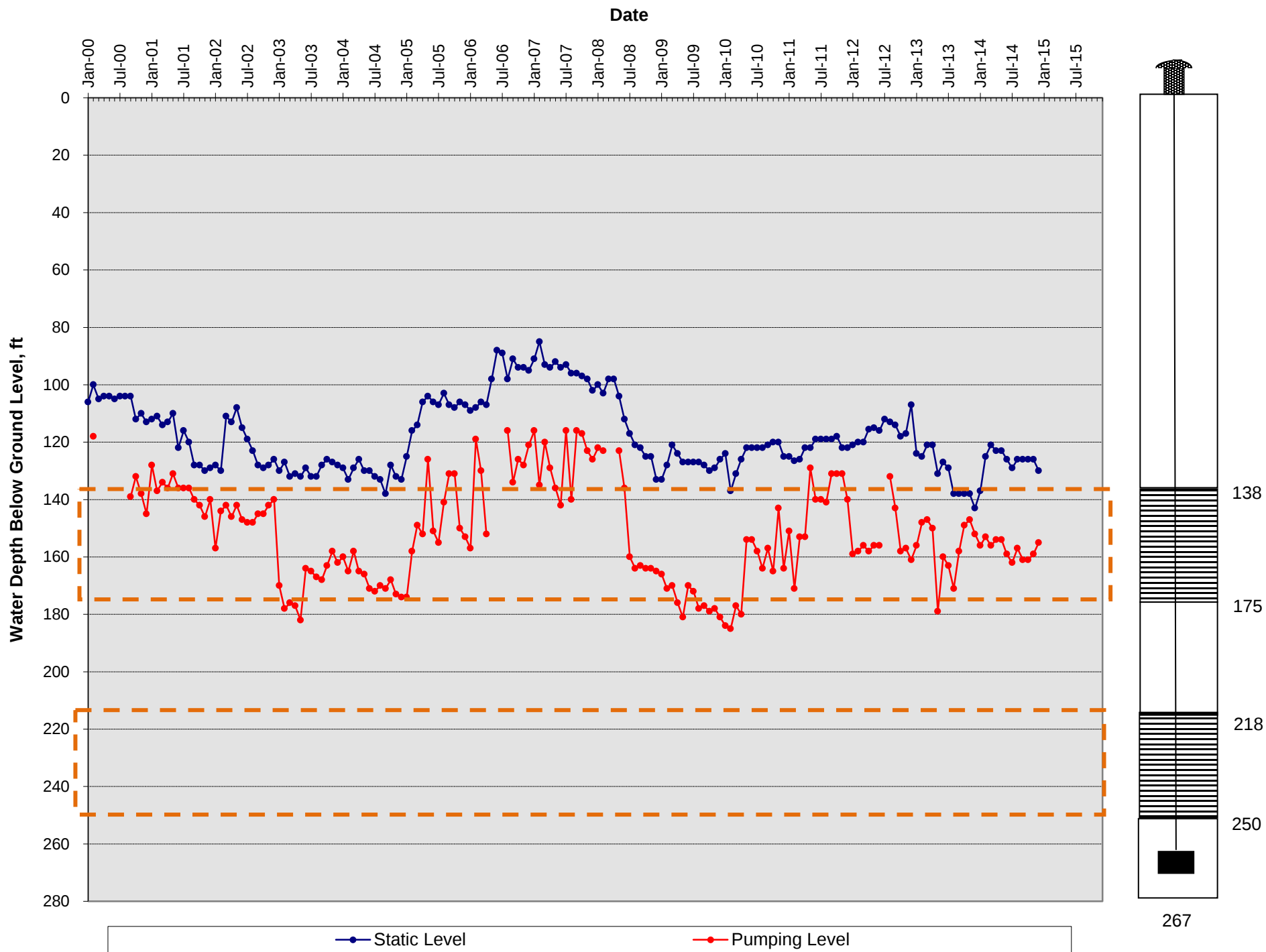


# Well 12: 2000 - 2015 - Static and Pumping Levels



Date: 1/16/2015

# Well 14: 2000 - 2015 - Static and Pumping Levels



Date: 1/16/2015

# CRESCENTA VALLEY WATER DISTRICT

## STAFF REPORT

Information Item No. 2  
January 16, 2015

**To:** Engineering Committee  
**From:** David S. Gould, P.E. – District Engineer  
**Subject:** Discussion of As-Needed Consulting Services, Project M-951

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### **INFORMATION ITEM:**

**As-Needed Consulting Services, Project M-951** – Review of Statement of Qualifications and proposed projects for as-needed consulting services

### **BACKGROUND**

At the Engineering Committee meeting on November 14, 2014, staff presented the status of the FY 14/15 CIP program. Staff indicated that a number of projects are behind schedule due to the addition of work for the Ocean View Reservoir overflow/drain line, the Verdugo/Honolulu main break, and the accelerated schedule for the Rockhaven Well project. In addition, staff discussed the timeline schedule required to complete the projects for which CVWD has received grants.

The Engineering Committee had a concern that staff will not meet the goal of completing the FY 14/15 \$2M CIP program with the additional workload and recommended that staff explore using consultants to assist the Engineering Department. It was suggested that staff put together annual contracts with at least three (3) consulting firms who could perform the necessary work to complete a project within the required project schedule.

This item was presented at the November 19, 2014 Board of Director's meeting and was approved for staff to proceed with preparing a request for qualifications for engineering services which will be sent to a number of engineering firms to provide as-needed consulting services. After staff reviews the qualifications, at least three (3) firms will be selected to provide engineering services and enter into a contract for annual services not to exceed \$30,000 for each firm.

### **DISCUSSION:**

Staff prepared a request for qualification (RFQ) from engineering consultant firms to provide assistance to staff (see Attachment No. 1 - RFQ). The RFQ stated that the District was soliciting qualification statements for professional services of engineering firms authorized to do business in the State of California, with experience in civil engineering, surveying, and other professional services.

In the RFQ, staff indicated its need for the expertise of various engineering and surveying disciplines to accomplish its goals and objectives for the Engineering Department. These services typically support small projects and are often needed in an expeditious manner. Contracts will be executed on an as-needed basis with fees commensurate with an identified scope of work.

Staff sent out the RFQ to the following nine (9) engineering firms as shown below:

- |                             |                                   |
|-----------------------------|-----------------------------------|
| 1. Black & Veatch           | 6. John Robinson Consulting, Inc. |
| 2. DMc Engineering          | 7. RBF Consulting                 |
| 3. Dudek                    | 8. SA Associates                  |
| 4. GEI Consulting Engineers | 9. Tetra Tech                     |
| 5. Hazen and Sawyer         |                                   |

On January 7, 2015, the District received statement of qualifications (SOQ) from the four (4) firms listed below:

1. DMc Engineering
2. GEI Consulting Engineers
3. RBF Consulting
4. SA Associates (with John Robinson Consulting, Inc.)

Staff reviewed each SOQ and ranked them according to the following criteria and weighted percentage:

| <i>Criteria</i>                                   | <i>Weighted Percent</i> |
|---------------------------------------------------|-------------------------|
| Firm's Concept/ Understanding of District's Needs | 20%                     |
| Professional Experience                           | 35%                     |
| Project Team Qualifications                       | 20%                     |
| Consultant's Fee Schedule                         | 25%                     |

As shown on the Consultant Ranking Table (see Attachment No. 2), all four (4) firms final weighted score was above a 4.0 and each firm was qualified to perform work for the District. Two (2) firms (DMc Engineering and SA Associates) are smaller firms with a lower average cost per hour. The other two firms are larger firms with a higher average cost per hour.

**Proposed Project List:**

The following is a list of projects which these firms could assist the District with FY 14/15 budget and in preparation of the FY 15/16 budget.

1. Plans and specifications for replacement of approximately 60 water service laterals – CVWD has been replacing water meters and determined a number of water service laterals which need to be replaced. The project will include organizing the replacement of those water service laterals using CVWD permit drawings for plans and preparing specifications for a bid package.
2. Preliminary Feasibility Study to use Recycled Water at LA County's Two-Strike Park – CVWD will research a possible future project for grant funding using recycled water. This study will explore using local sewage as source water, which will go through an MBR plant for treatment and the recycled water will be used to irrigate the park and be used for groundwater recharge.
3. Plans and specifications for rehabilitation of an existing surge tank at the Glenwood Boosters - CVWD has an existing surge tank for three (3) booster pumps located at the Glenwood Plant. The purpose of the surge tank is to defuse a water surge wave during an outage event and protect the booster pumps. The surge tank was installed in 1955 and requires rehabilitation with an air-surge system. The project will include design, plans, and specifications for rehabilitation and/or replacement of the existing surge tank.
4. Project coordination for CVWD/LADWP interconnection at Ordunio Reservoir – CVWD has received a Prop. 50 Grant for an emergency water supply connection with LADWP. The project will include reviewing plans and specifications, coordinating with consultant, coordinating with City of Glendale and City of Los Angeles, and finalizing project for bidding.
5. Plans and specifications for installation of a new chlorination station at Markridge Reservoir – CVWD needs to install a new chlorination station at CVWD's Markridge Reservoir to provide additional chlorination to the higher pressure zones. The project will include plan and specifications for installation of a sodium hypochlorite system at Markridge Reservoir. The construction may be completed by CVWD crews.
6. Plans and specifications for a new roof for Old Encinal Reservoir – CVWD has a 70 foot diameter old concrete reservoir without a roof, which is used only for equipment storage. The project will include the design, plans and specifications for installing a new roof and storage equipment layout.

**Project Schedule:**

| Task                                                                                        | Start Date | End Date  |
|---------------------------------------------------------------------------------------------|------------|-----------|
| Meet with Engineering Committee                                                             | 1/16/2015  | 1/16/2015 |
| Prepare preliminary scope of work for the top 3 projects and meet with the consulting firms | 1/19/2015  | 1/23/2015 |
| Consultants prepare and submit proposals                                                    | 1/26/2015  | 1/30/2015 |
| Meet with consultants to finalize contracts                                                 | 2/2/2015   | 2/6/2015  |
| Consultant to prepare contract documents, feasibility study or technical memorandum         | 2/9/2015   | 2/13/2015 |

**RECOMMENDATION**

It is staff's recommendation to proceed with working with the following three (3) firms on a scope of work and proposals as shown below:

|                 |                                                                                                  |
|-----------------|--------------------------------------------------------------------------------------------------|
| DMc Engineering | Plans and specifications for replacement of approximately 60 water service laterals              |
| SA Associates   | Preliminary feasibility study to use recycled water at LA County's Two-Strike Park               |
| GEI Consulting  | Technical memorandum for rehabilitation of the existing surge tank at the Glenwood Booster plant |

The proposals will be limited to a maximum cost of \$30,000 for consulting services for each project and funding is available from the FY 14/15 Expense budget account for Administrative Consultants.

Prepared & Submitted by:

---

David S. Gould, P.E.  
District Engineer

Attachments:

1. Attachment 1 – Sample Request for Qualification Letter
2. Attachment 2 – Consultant Ranking based on Statement of Qualifications table

g:\engineering committee\2015 ec memo\01-16-15 ecm memo - as-needed services.docx



## Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214  
Phone (818) 248-3925 Fax (818) 248-1659

### Directors

Judy L. Tejada  
Kathleen M. Ross  
James D. Bodnar  
Kerry D. Erickson  
Kenneth R. Putnam

### Officers

Dennis A. Erdman, P.E.  
*General Manager*  
Ron L. Mitchell  
*Secretary-Treasurer*

December 12, 2014

Mr. Tom Epperson  
Tetra Tech  
17885 Von Karman Avenue, Suite 500  
Irvine, CA 92614-6213

Subject: Request for Qualifications for Professional Engineering Services to provide "As-Needed" Consulting Services, Project M-951

Dear Mr. Epperson:

Crescenta Valley Water District (CVWD) is requesting a statement of qualifications from your firm to provide engineering and surveying services on an "as-needed" basis for the period from February 2, 2015 to June 30, 2015.

CVWD needs the expertise of various engineering and surveying disciplines to accomplish its goals and objectives for the Engineering Department. These services typically support small projects and are often needed in an expeditious manner.

The purpose of this Request for Qualifications (RFQ) is to solicit qualification statements for professional services of engineering firms, authorized to do business in the State of California, with experience in civil engineering, surveying, and other professional services. Contracts will be executed on an as-needed basis with fees commensurate with an identified scope of work.

Statement of Qualifications: The statement of qualifications should address the following items:

1. Firm/entity name
2. Brief description of the firm/entity
3. Name, title, and telephone number of individuals who would be involved with CVWD including:
  - a. Pertinent personnel professional experience.
  - b. Licensing
4. General professional experience relative to:
  - a. Water and sewer projects
  - b. Structural, surveying, electrical, and telemetry projects
  - c. Other similar studies and projects
5. References – List of recent clients on projects. Reference information should include:
  - a. Name of owner
  - b. Project name
  - c. Contact person and address
6. Sub-Consultants (if necessary)
  - a. Qualifications
  - b. Proposed areas of responsibility
7. Fees – Provide a detailed 2014 or 2015 (if available) fee schedule and rates
8. A statement of willingness to sign the District's Professional Services Agreement (See Sample Contract)
9. Insurance – Provide certificate of insurance for the following:
  - a. Workers' compensation insurance
  - b. Employer's Errors and Omissions liability insurance
  - c. Comprehensive commercial liability for at least \$1,000,000 per occurrence
  - d. Comprehensive automobile liability for at least \$1,000,000 per occurrence
  - e. District required to be named as additional insured on the policy

The RFQ will be reviewed by CVWD's Engineering Department and at least three (3) consultants will be chosen to provide as-needed engineering services.

When engineering services are needed, CVWD will contact the consultant with a scope of work and a project schedule. A cost will be negotiated based on the consultant's fee schedule and proposed hours to complete the project. The consulting budget for each project will be approximately \$30,000 and will be based on the agreed upon scope of work.

The following is a short list of potential projects with a preliminary scope of work for your review:

1. Plans and specifications for replacement of approximately 90 water service laterals – CVWD has been replacing water meters and has determined a number of water service laterals which need to be replaced. The project will include organizing the replacement of those water service laterals using CVWD permit drawings for plans and preparing specifications for a bid package.
2. Project coordination for CVWD/LADWP interconnection at Ordunio Reservoir – CVWD has received a Prop. 50 Grant for an emergency water supply connection with LADWP. The project will include reviewing plans and specifications, coordinating with consultant, coordinating with City of Glendale and City of Los Angeles, and finalizing project for bidding.
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4. Preliminary Feasibility Study to use Recycled Water at LA County's Two-Strike Park – CVWD needs to look at a possible future project for grant funding using recycled water. This study will explore using local sewage for source water which will go through an MBR plant for treatment and the recycled water will be used to irrigate the park and for groundwater recharge.
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6. Plans and specification for a new roof for Old Encinal Reservoir – CVWD has a 70 foot diameter old concrete reservoir that is not in service with no roof, which is used for equipment storage. The project will include the design, plans and specifications for installing a new roof and storage equipment layout.

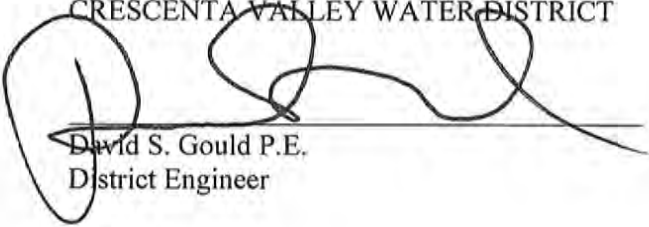
Other future projects being reviewed are: a seismic study & replacement of the roof at the main office, rehabilitation of a steel aeration tower at the Mills Plant, and installation of sewer flow monitoring stations.

One (1) copy of the RFQ should be submitted as a PDF file via e-mail no later than 12:00 pm on Wednesday, January 7, 2015. Three (3) copies of the RFQ should be mailed to my attention at: Crescenta Valley Water District, 2700 Foothill Boulevard, La Crescenta, CA 91214.

If you have any questions or comments, please contact me at (818) 236-4119 or e-mail me at [dgould@cvwd.com](mailto:dgould@cvwd.com).

Very truly yours,

CRESCENTA VALLEY WATER DISTRICT



David S. Gould P.E.  
District Engineer

DSG:sdh

cc: Dennis Erdman – CVWD

# Crescenta Valley Water District

## As-Needed Consulting Services, Project M-951

### Consultant Ranking based on Statement of Qualifications

| Ranking                                                 | Weighted Percent | GEI Consulting |                | RBF Consulting |                | SA Associates |                | DMc Engineering |                |
|---------------------------------------------------------|------------------|----------------|----------------|----------------|----------------|---------------|----------------|-----------------|----------------|
|                                                         |                  | Score          | Weighted Score | Score          | Weighted Score | Score         | Weighted Score | Score           | Weighted Score |
| Firm's Concept/<br>Understanding of<br>District's Needs | 20%              | 5.0            | 1.00           | 5.0            | 1.00           | 4.5           | 0.90           | 4.5             | 0.90           |
| Professional<br>Experience                              | 35%              | 5.0            | 1.75           | 5.0            | 1.75           | 4.5           | 1.58           | 4.0             | 1.40           |
| Project Team<br>Qualifications                          | 20%              | 4.5            | 0.90           | 4.5            | 0.90           | 4.0           | 0.80           | 4.0             | 0.80           |
| Consultant's Fee<br>Schedule                            | 25%              | 3.5            | 0.88           | 3.0            | 0.75           | 4.0           | 1.00           | 4.0             | 1.00           |
| Final Weighted<br>Score                                 | 100%             |                | 4.53           |                | 4.40           |               | 4.28           |                 | 4.10           |
|                                                         |                  |                |                |                |                |               |                |                 |                |

Each consultant's proposal rated 1 - 5 (5 outstanding - 3 average - 1 unsatisfactory) on each category above. Each rating is multiplied by the weighted average for each category and totaled for the final weighted score.

#### Categories:

**Project Concept/ Understanding** - How well the SOQ showed how the consultant will address the needs of the District

**Project Experience** - How much previous experience has the consultant on similar projects

**Project Team Qualifications** - The experience of the firm and the individual people that will be involved

**Consultants Fee Schedule** - How well the consultant's fee schedule could be utilized their staff and the costs associated with the proposal

# CRESCENTA VALLEY WATER DISTRICT

## STAFF REPORT

Information Item No. 3  
January 16, 2015

**To:** Engineering Committee  
**From:** David S. Gould, P.E. – District Engineer  
**Subject:** Discussion of FMWD 10-year Production Order & Water Supply Allocation Plan

---

### **INFORMATION ITEM:**

**FMWD 10-year Production Order & MWD Water Supply Allocation Plan** – Review of CVWD 10-year purchase order to FMWD and effects of MWD Water Supply Allocation Plan

### **BACKGROUND:**

#### **10-Year Purchase Order**

FMWD has entered into a purchase order agreement with Metropolitan Water District (MWD) to purchase water for the period from January 1, 2015 to January 1, 2025 (10-year period). The attached FMWD December 2014 Board Letter provides an explanation of the purchase order agreement, which was formalized in Resolution 835-1214 in addition to how the purchase order agreement affects its sub-agencies.

#### **Water Supply Allocation Plan**

In 2008, MWD implemented a Water Supply Allocation Plan (WSAP) in response to the past drought which occurred from 2008 - 2010. In response to the current drought, MWD has approved a revised WSAP which includes establishing new agency water demand baselines, conservation demand hardening credits, and penalty rates. In turn, FMWD revised its Foothill Allocation Plan (FAP) which mirrors MWD's WSAP except for credits for seawater barrier water use and groundwater replenishment allocation, which is discussed in the attached FMWD December 2014 Board Letter.

### **DISCUSSION:**

#### **10-Year Purchase Order**

The 10-year purchase order agreement has two (2) parts which will affect CVWD and those are explained below:

#### **Tier 1/Tier 2**

The Base Firm Demand is used to calculate the Tier 1 upper limit of 90% of the Base Firm Demand for each of the sub-agencies. As shown in the attached chart, the projection for the next ten (10) years shows that CVWD should not go above the Tier 1 limits. This is based on Well 16 being placed into service in 2015 and water conservation measures remaining in place. Staff's projections show water demands remaining stable for the next three (3) years and increase by 2% over the next seven (7) years. However, if the drought continues this summer, the projected water production will need to be re-adjusted accordingly.

According to FMWD's Board memo, if a sub-agency goes over the 90% level in a given year, that agency must pay Tier 2 rates. The funds will be placed into a Water Resource and Conservation fund. The fund will be used for future conservation projects and used as a holding fund, in case FMWD goes over Tier 1 over the next 10-years.

The Tier 1 rate is \$923/ac-ft and the current Tier 2 rate is \$1070/ac-ft starting January 1, 2015.

#### **60% Commitment Level**

MWD and FMWD have included a lower limit of 60% commitment of the Base Firm Demand, which is the minimum level that a sub-agency must use in a given year. In other words, if a sub-agency uses less than the "lower" limit level, the sub-agency may be required to pay for the amount of water not used up to the lower level.

At this time, FMWD will not charge a cost per ac-ft to a sub-agency if it does not reach the 60% commitment level on an annual basis. FMWD is still investigating credits for improving local resources and water conservation projects.

As shown in the attached chart, the projection for the next ten years shows that CVWD could be below the 60% commitment level. This is based on Well 16 being placed into service in 2015 and water conservation measures remaining in place. Again, if the drought continues this summer, the projected water production will have to be re-adjusted accordingly.

FMWD indicated that MWD will be providing a provision to lower the 60% commitment level if an agency develops local water supplies, continues water conservation, and cannot meet its commitment. Staff will work with FMWD to find out more information to be discussed at a future Engineering Committee meeting.

### **Water Supply Allocation Plan**

FMWD's FAP is similar to MWD's WSAP as discussed in the December 2014 Board letter. FMWD used a number of factors and credits such as base period, growth adjustment, local supply, and others to determine CVWD's upper limit which is 1,986 ac-ft per year.

It is uncertain at this time when the WSAP will begin as MWD has approved the plan, but has not declared a water supply allocation emergency.

As shown in the attached chart, the projection for the next ten (10) years shows that CVWD should be below the FAP level. This is based on Well 16 being placed into service in 2015 and water conservation measures remaining in place. Again, if the drought continues this summer, the projected water production will have to be re-adjusted accordingly.

The WSAP rate for going over 100% of the allocation and under 115% of the allocation is \$1,480/ac-ft and over 115% of the allocation is \$2,960/ac-ft. The following is an example should CVWD goes over the WSAP:

| <b>Total Water Production (ac-ft)</b> |                        |              |                   | <b>4,400</b>          |
|---------------------------------------|------------------------|--------------|-------------------|-----------------------|
| <b>Groundwater (ac-ft)</b>            |                        |              | <b>40%</b>        | <b>1,760</b>          |
| <b>FMWD (ac-ft)</b>                   |                        |              | <b>60%</b>        | <b>2,640</b>          |
| <b>WSAP</b>                           | <b>Lower</b>           | <b>Upper</b> | <b>Water Rate</b> | <b>MWD Total Cost</b> |
| Allocation                            | 0                      | 1968         | \$926             | \$1,822,368           |
| 100% to 115%                          | 1969                   | 2263         | \$1,480           | \$435,120             |
| >115%                                 | 2264                   | 2,640        | \$2,960           | \$1,112,960           |
|                                       | Total                  |              |                   | \$3,370,448           |
| <b>Current Rate Structure</b>         | <b>Lower</b>           | <b>Upper</b> | <b>Water Rate</b> | <b>MWD Total Cost</b> |
| Tier 1                                | 0                      | 2,154        | \$926             | \$1,994,604           |
| Tier 2                                | 2,155                  | 2,640        | \$1,070           | \$518,950             |
|                                       | Total                  |              |                   | \$2,513,554           |
|                                       | <b>Additional Cost</b> |              | <b>34%</b>        | <b>\$856,894</b>      |

Prepared & Submitted by:

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David S. Gould, P.E.  
District Engineer

Attachments:

1. FMWD - December 2014 Board letter regarding Purchase Order Agreement
2. FMWD - December 2014 Board letter regarding MWD's WSAP

g:\engineering committee\2015 ec memo\01-16-15 ecm memo - fmwd 10-yr projections.docx



## December 2014 Board Letter

**Date:** 12/22/2014  
**To:** Board of Directors  
**From:** General Manager  
**RE:** Purchase Order Agreement

**Action Item: 7.2**

**Recommendation:** It is recommended that the Board authorize the General Manager to enter into a purchase order agreement with the Metropolitan Water District of Southern California as described in this letter and adopt resolution number 835-1214 modifying the District's Administrative Code with revised terms for retail agencies purchasing FMWD water.

### Background

Effective January 1, 2003, the District entered into a purchase order agreement with the Metropolitan Water District of Southern California (MET). The agreement established an Initial Base Firm Demand (IBFD) for the District of 12,219 acre-feet. A Tier 1 limit was established for water purchases and was calculated as 90% of the IBFD or 10,997 acre-feet. In a given calendar year, purchases greater than the Tier 1 limit were purchased at a Tier 2 rate. The District also had a commitment to purchase 60% of its IBFD or 73,314 acre-feet over the entire length of the agreement.

In October 2012, the Foothill MWD Board agreed to an extension of the agreement with MET for an additional two years. The extension increased the District's commitment to 87,975 acre-feet for a total of a 12-year period commencing January 1, 2003 to December 31, 2014. From January 1, 2003 through September 30, 2012, the District had purchased 101,866 acre-feet thus already meeting the commitment obligation. Therefore the District's only benefit from entering into this agreement was being able to purchase 90% of its IBFD at Tier 1 rates.

In December 2012, MET agreed to increase the IBFD to include historical replenishment deliveries with FY 1990 through 2002 used for historic data. For the District, the Revised IBFD increased by 862 acre-feet for a total of 13,081 acre-feet. Thus the Tier 1 purchase limit increased by 776 acre-feet for a total of 11,773 acre-feet. The District's commitment remained at 87,975 acre-feet. This obligation has not been an issue in the past.

Foothill MWD "passes through" the MET purchase order agreement to its retail agencies by way of the Administrative Code (see attached). The District applies purchase order commitments (IBFDs, Tier 1 limits, 60 percent obligation, etc.) to its retail agencies based on the same methodology MET has provided. However, if a retail agency purchases greater than 90% of its Tier 1 limit in a calendar year but the District as whole does not exceed its own Tier 1 limit to MET, the retailer must still pay Tier 2 with the excess Tier 2 monies deposited into the Foothill MWD Water Resources and Conservation Fund.

### Current Situation

The current purchase order with MET expires at the end of this calendar year. MET wishes to renew the purchase order agreement with its agencies for an additional ten years and is providing a new option as well as modifications to some of the existing terms.

MET has outlined three options:

- Option 1: Stay with the current IBFD (which is the highest FY sales during the 13-year period of FY 1990 – 2002)
- Option 2: Select a new IBFD based on the highest FY sales in the most recent 12-year period of FY 2003 – 2014

- Option 3: Choose not to sign a Purchase Order Agreement (purchases over 60 percent of current IBFD are at a Tier 2 rate)

MET has also modified Tier 2 terms by only applying Tier 2 if the cumulative Tier 1 maximum is exceeded over the entire length of the ten-year purchase order agreement, which is consistent with the 60 percent commitment methodology. This reduces the exposure to Tier 2 with either Option 1 or Option 2.

For Foothill MWD, with Option 1, there is some risk of paying Tier 2 but less risk of not meeting its 60% commitment. Option 2 with the new base period would raise the District's IBFD to 14,831 acre-feet thereby exposing the retailers to even less risk of Tier 2. However, there is more exposure to the 60 percent commitment as retailer demands decrease due to conservation, groundwater leases and other impacts. An analysis is provided of those risks (see attached). Even with the lower IBFD outlined in Option 1, there is concern among some of the retail agencies of not meeting their own 60 percent commitment. However, unless the District must pay MET for water it has not taken, it is recommended that the District not charge these agencies for any commitment obligation not met. MET will also be providing a provision to lower the commitment if an agency develops local supplies, including conservation, and cannot meet its commitment.

MET's Board approved the new terms of the purchase order agreement in November and MET staff has provided the purchase order agreement language (see attached). If a purchase order agreement is not executed (Option 3), MET shall charge the District Tier 2 rates for purchases above the 60% commitment level.

It is recommended that the Board approve *Option 1: Stay with the current IBFD* and authorize the General Manager to enter into a purchase order agreement with MET and adopt resolution number 835-1214 modifying the Administrative Code with revised terms for retail agencies purchasing FMWD water.

**Prior Board Action:**

December 2012 – renewed extension of purchase order agreement

**Impact on Budget:**

As described in letter

**Attachment:**

Purchase Order Agreement

Analysis

Modification to Administrative Code

Resolution to Modify Administrative Code

**RESOLUTION NO. 835-1214**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
FOOTHILL MUNICIPAL WATER DISTRICT  
AMENDING RESOLUTION NO. 643-0100  
(THE ADMINISTRATIVE CODE)  
AS IT RELATES TO FIRM DELIVERIES**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FOOTHILL MUNICIPAL WATER DISTRICT** as follows:

**1. Purpose.**

This resolution amends Resolution No. 643-0100 (Administrative Code) to amend the administrative code as it relates to firm deliveries.

**2. Amendment.**

Section 3-4.003 of Resolution No. 643-0100 (Administrative Code) is hereby amended and reenacted to read as follows:

**"3-4.003 Firm Deliveries**

(a) The amount of firm water the District can deliver for direct use and the price is a function of the terms under which Metropolitan delivers water to the District. Commencing with Metropolitan deliveries occurring after January 1, 2015, the terms are set forth in a Purchase Order attached as Exhibit A.

(b) The District has allocated the base firm demand among customers based on actual fiscal year 2001-02 firm deliveries amended to include replenishment sales (revised base firm demands). The amount assigned annually to each customer by the District is called the customer's "base allocation." The following is the initial base firm demands, revised base firm demands and Tier 1 Limit in acre feet for the District's agencies for each calendar year. In addition, the Minimum Commitment for the ten-year period is shown below:

|                                 | Initial Base<br>Firm<br>Demands<br>(IBFD) | Revised Base<br>Firm Demands<br>(RBFD) (Includes<br>Replenishment) | Annual Tier 1<br>Limit (90% of<br>(RBFD) | Ten-Year<br>Minimum<br>Commitment<br>(60% of IBFD) |
|---------------------------------|-------------------------------------------|--------------------------------------------------------------------|------------------------------------------|----------------------------------------------------|
| Crescenta Valley Water District | 2,393                                     | 2,393                                                              | 2,154                                    | 14,360                                             |
| La Cañada Irrigation District.  | 2,879                                     | 2,947                                                              | 2,652                                    | 17,273                                             |
| Las Flores Water Company        | 776                                       | 776                                                                | 699                                      | 4,657                                              |
| Lincoln Avenue Water Company    | 1,774                                     | 1,814                                                              | 1,633                                    | 10,646                                             |
| Mesa Crest Water Company        | 744                                       | 744                                                                | 670                                      | 4,465                                              |
| Rubio Cañon Land & Water Assoc. | 1,038                                     | 1,038                                                              | 934                                      | 6,227                                              |
| Valley Water Company            | 2,614                                     | 3,369                                                              | 3,032                                    | 15,683                                             |
| <b>Total*</b>                   | <b>12,219</b>                             | <b>13,081</b>                                                      | <b>11,773</b>                            | <b>73,310</b>                                      |

\* May not foot due to rounding

Each customer's base allocation may change if the District's initial base firm demand is changed, but the sum of the base allocations of all customers shall continue to be the same

as the base firm demand assigned by Metropolitan to the District.

(c) If the District's base firm demand is changed, a customer's base allocation will change in proportion to the amount the customer contributed to the change in comparison to the total increase in the District's base firm demand. However, a customer's initial base allocation will not decrease because of increases to other agency allocations.

(d) Customers shall pay the following rates per acre foot for firm deliveries from the listed reservoir or main transmission line leading thereto:

Effective January 1, 2014

Tier 1 \$ 890

Tier 2 \$1,032

Effective January 1, 2015

Tier 1 \$ 923

Tier 2 \$1,055

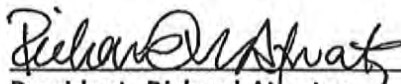
(e) In the month that any agency exceeds 90% of its base firm demand, that agency will be billed Tier 2 rates through its water billing system. Any surplus Tier 2 revenue collected by the District through Tier 2 charges when the District does not go into Tier 2 allocation will be used for conservation and reliability projects within the District. Average Tier 2 supply rates from MWD will be tracked to ensure that there is enough funds in the Water Resources and Conservation Fund to cover any additional payments to Metropolitan at the end of the ten-year period. Any credit from Metropolitan will go into the Water Resources and Conservation Fund.

(f) A tracking system will be developed showing how much has been purchased and planned future purchases so that agencies may purchase water and put into storage if the minimum commitment cannot be made. If at the end of the ten-year period, the District has not purchased its minimum commitment, any charge that is assessed by Metropolitan for that obligation will be passed through proportionately to those agencies that did not purchase their minimum commitment."

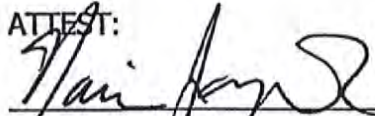
**3. Other.**

Except as provided herein, Resolution No. 643-0100 is reaffirmed and readopted.

**PASSED, APPROVED AND ADOPTED on DECEMBER 22, 2014.**

  
President, Richard Atwater

ATTEST:

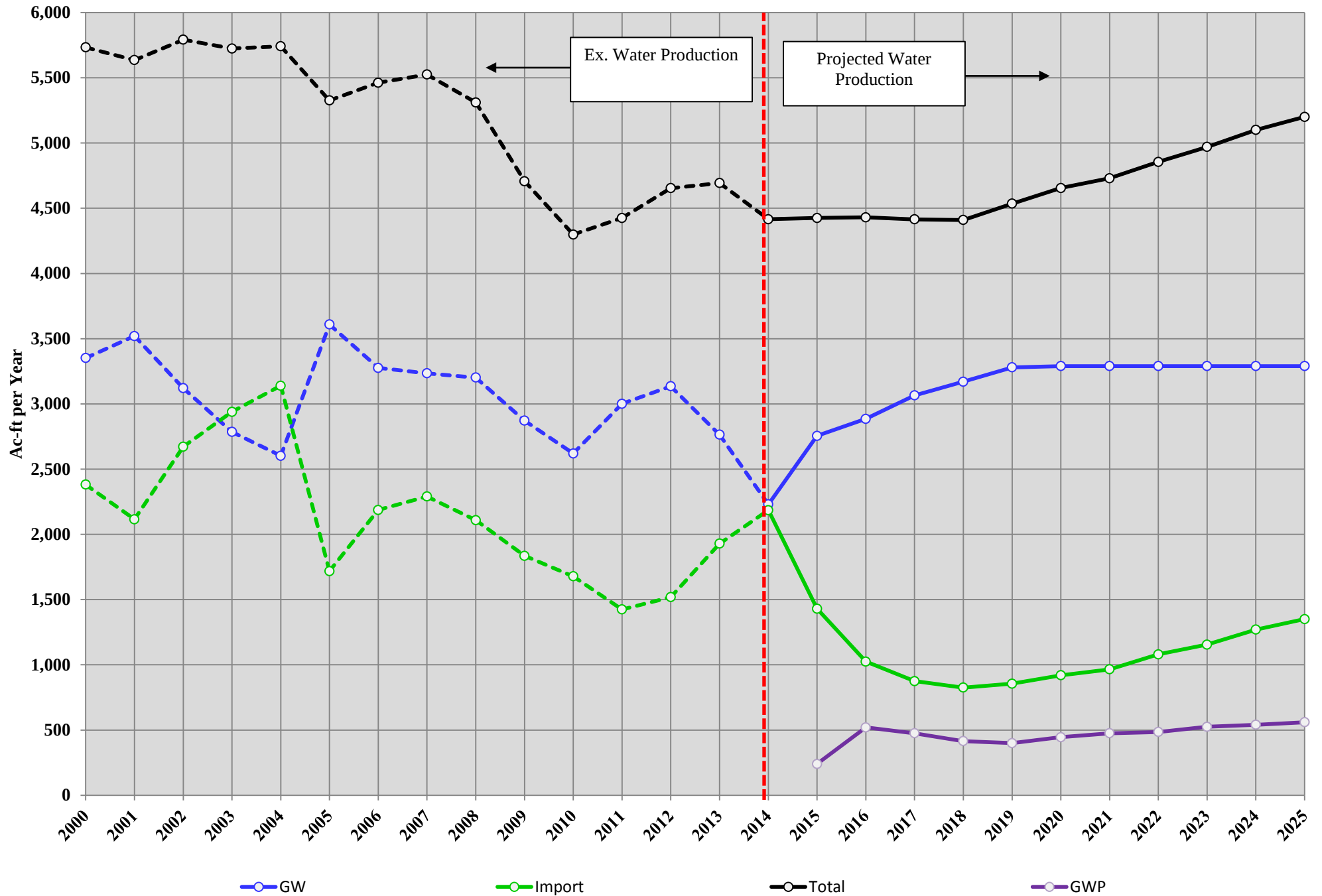
  
Secretary, Nina Jazmadarian

(Seal)

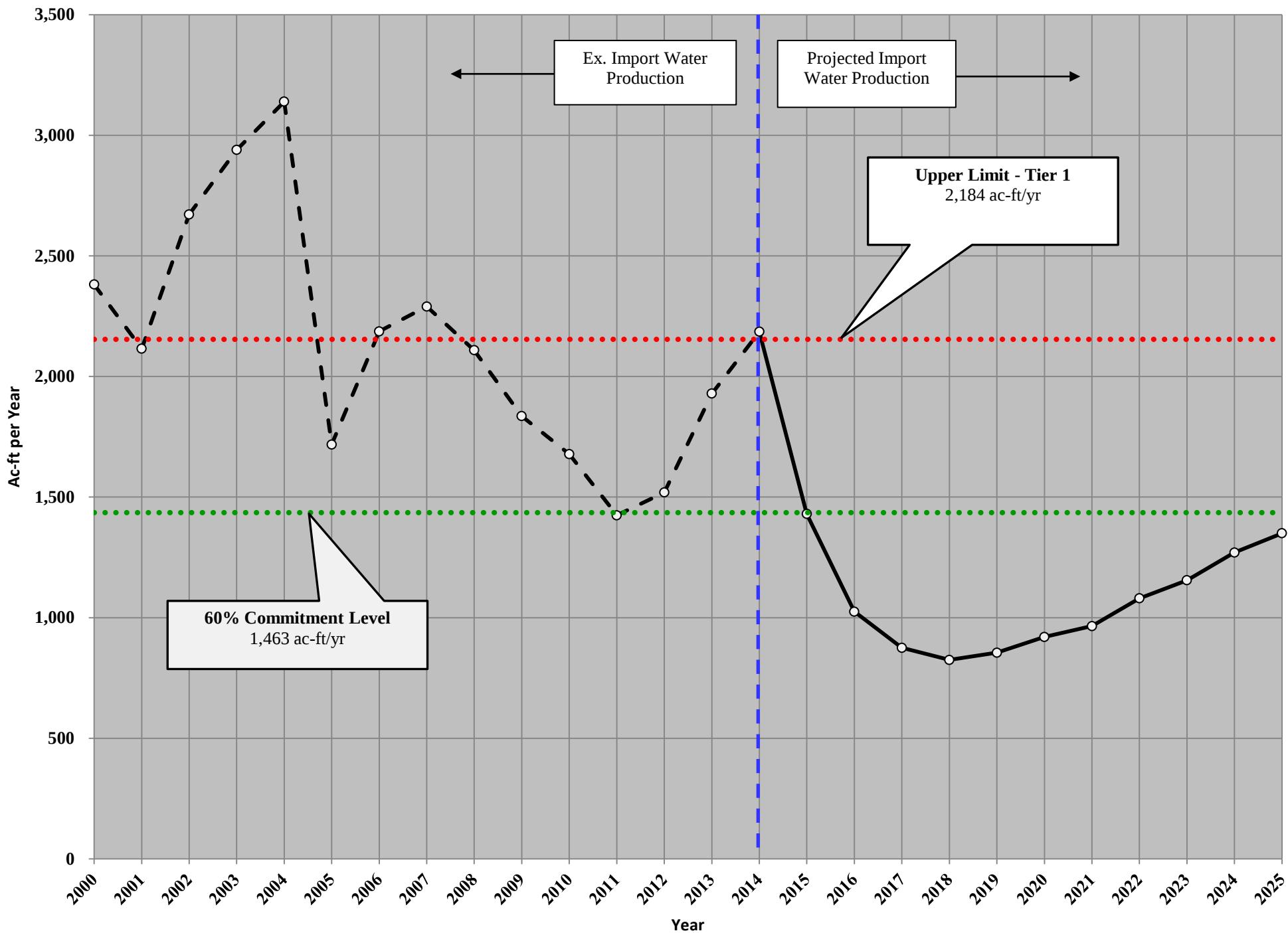
| Table 1                                                                  |                           |             |                                                    |               |                            |                                 |
|--------------------------------------------------------------------------|---------------------------|-------------|----------------------------------------------------|---------------|----------------------------|---------------------------------|
| FMWD - Purchase Order - 10 years - 2015 - 2025                           |                           |             |                                                    |               |                            |                                 |
| Base Firm Demand and Projected Water Production for the Next 10 CY years |                           |             |                                                    |               |                            |                                 |
| Retail Agency                                                            | Initial Base Firm Demands | Percent     | Initial Base Firm Demands with Replenishment Water | Percent       | Tier 1 (90% of Base)       | Tier 1 Commitment (60% of Base) |
| Crescenta Valley Water District                                          | 2,393                     | 20%         | 2,393                                              | 18%           | 2,154                      | 14,360                          |
| La Cañada Irrigation District                                            | 2,879                     | 24%         | 2,947                                              | 23%           | 2,652                      | 17,273                          |
| Las Flores Water Company                                                 | 776                       | 6%          | 776                                                | 6%            | 699                        | 4,657                           |
| Lincoln Avenue Water Company                                             | 1,774                     | 15%         | 1,814                                              | 14%           | 1,633                      | 10,646                          |
| Mesa Crest Water Company                                                 | 744                       | 6%          | 744                                                | 6%            | 670                        | 4,465                           |
| Rubio Cañon Land & Water                                                 | 1,038                     | 8%          | 1,038                                              | 8%            | 934                        | 6,227                           |
| Valley Water Company                                                     | 2,614                     | 21%         | 3,369                                              | 26%           | 3,032                      | 15,683                          |
| Total                                                                    | 12,219                    | 100%        | 13,081                                             | 100%          | 11,773                     | 73,312                          |
| CVWD - Water Production Projections - 2015 - 2025 (Including Well 16)    |                           |             |                                                    |               |                            |                                 |
| Calendar Year                                                            | GW (ac-ft)                | GWP (ac-ft) | Import (ac-ft)                                     | Total (ac-ft) | Above/Below Tier 2 (ac-ft) | Above/Below 60% (ac-ft)         |
| 2015                                                                     | 2,755                     | 240         | 1,430                                              | 4,425         | (724)                      | (6)                             |
| 2016                                                                     | 2,885                     | 520         | 1,025                                              | 4,430         | (1,129)                    | (411)                           |
| 2017                                                                     | 3,065                     | 475         | 875                                                | 4,415         | (1,279)                    | (561)                           |
| 2018                                                                     | 3,170                     | 415         | 825                                                | 4,410         | (1,329)                    | (611)                           |
| 2019                                                                     | 3,280                     | 400         | 855                                                | 4,535         | (1,299)                    | (581)                           |
| 2020                                                                     | 3,290                     | 445         | 920                                                | 4,655         | (1,234)                    | (516)                           |
| 2021                                                                     | 3,290                     | 475         | 965                                                | 4,730         | (1,189)                    | (471)                           |
| 2022                                                                     | 3,290                     | 485         | 1,080                                              | 4,855         | (1,074)                    | (356)                           |
| 2023                                                                     | 3,290                     | 525         | 1,155                                              | 4,970         | (999)                      | (281)                           |
| 2024                                                                     | 3,290                     | 540         | 1,270                                              | 5,100         | (884)                      | (166)                           |
| 2025                                                                     | 3,290                     | 560         | 1,350                                              | 5,200         | (804)                      | (86)                            |
| Total                                                                    |                           |             | 11,750                                             |               |                            |                                 |
| Amount under Tier 2 in 10 years                                          |                           |             |                                                    |               | (9,790)                    |                                 |
| Amount below 60% level in 10 years                                       |                           |             |                                                    |               |                            | (2,610)                         |

# Water Production - CY 2000 - CY 2025

## With Well 16 (GWP)



# Imported Water (FMWD) Production - CY 2000 - CY 2025





## December 2014 Board Letter

**Date:** 12/22/2014

**To:** Board of Directors

**From:** General Manager

**RE:** Foothill Allocation Plan

**Action Item:** 7.5

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**Recommendation:** It is recommended that the Board approve the modifications to the Foothill Allocation Plan as described in this letter.

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### **Background**

In February 2008, the Metropolitan Water District of Southern California (MET or Metropolitan) Board of Directors approved a Water Supply Allocation Plan (WSAP or Plan). The Plan, when implemented, provides reduced water deliveries to all of MET's member agencies. The Plan incorporates a number of elements including past conservation efforts, local water supplies and penalty fees. A Plan that for the most part mirrors this was adopted by the District to allocate water to its retail agencies in April 2008.

Starting in July 2014, MET working with its member agencies began developing modifications and updates to the WSAP. In December 2014, the MET Board of Directors approved a revised WSAP with the following updates incorporated:

- Establish FY 12-13 through FY 13-14 as a baseline to avoid multiple years of growth adjustments.
- Provide an adjustment to the baseline for mandatory restrictions and actions already taken by agencies in the base years.
- Determine a "Conservation Demand Hardening Credit" based on GPCD to recognize and adjust for impacts of conservation-based hardening during an allocation.
- Create a separate Groundwater Replenishment Allocation to address potential consumptive use issues and basin impacts that may occur without groundwater replenishment.
- Replace WSAP penalty rates with an allocation surcharge based on the marginal costs of conservation programs.

These adjustments to MET's WSAP prompted the District to revisit its own Allocation Plan and revise accordingly.

The remainder of this Board letter describes Foothill's proposed allocation plan.

### **Foothill Allocation Plan**

The plan mirrors Metropolitan's plan with two exceptions. The first exception is that since Foothill does not take delivery of any Seawater Barrier water and the District is considered ineligible for the Replenishment Allocation, reference to those deliveries has been deleted.

The second exception is because of the way the water is allocated, without a further prorate, total water allocated to Foothill's member agencies will never match the total water allocated to

the District. Thus, an adjustment has been added to prorate the difference between the amount allocated to Foothill by Metropolitan and the initial allocation by Foothill to its retailers.

Water Supply Allocation Plan Formula Elements

The following are the elements of the proposed allocation formula:

**Base Period Demands** – A two-year average of historical water use for fiscal years 2013 and 2014 is proposed. Water use is divided into three components, total retail demand, locally produced water and imported water.

**Growth Adjustment** – Retail demands are adjusted for growth between the base period and the time of allocation based on county level estimates of average annual growth in population. That growth for Los Angeles County is .46%.

**Local Supplies** – The amount of local supplies that are planned to be utilized in an allocation year.

**Extraordinary Allocation Year Local Supplies** – These are previously unscheduled local supplies to be utilized in an allocation year and may include water transfers, recycled water, desalination and groundwater recovery. This amount is credited while not reducing the Wholesale Minimum Allocation; instead it reduces overall dependence on MET and reduces the Retail Impact Adjustment.

**Wholesale Minimum Allocation** – Describes the minimum amount of wholesale allocation that can be expected from MET (note that FMWD will still have to apply its own prorate). Calculated as an allocation baseline demand on MET (Base Period Demands minus Local Supplies) multiplied by the Wholesale Minimum Percentage of the associated Regional Shortage Level.

**Retail Impact Adjustment** – This is the maximum additional allocation an agency may receive based on impacts to retail customers. Those agencies with less local supplies would receive a higher adjustment than those agencies with more local supplies. Calculated as percent dependence on MET times the allocation baseline demand on MET multiplied by the Retail Impact Adjustment factor of the associated Regional Shortage Level.

**Conservation Demand Hardening Adjustment** – An adjustment made for demand hardening due to conservation based on gallons per capita per day (GPCD). Calculation considers conservation savings, dependence on MET and the associated Regional Shortage Level percentage.

**Minimum Per-Capita Adjustment** – An adjustment made should gallons per capita per day for an agency drop to 100 GPCD or lower.

**Regional Shortage Percentage** – This is the percentage of shortage between supplies and demands and will be declared by Metropolitan's board.

The following table reflects the set of percentages used to establish water allocations for agencies:

| Regional Shortage Level | Regional Shortage Percentage | Wholesale Minimum Allocation | Retail Impact Adjustment Maximum |
|-------------------------|------------------------------|------------------------------|----------------------------------|
| 1                       | 5%                           | 92.5%                        | 2.5%                             |
| 2                       | 10%                          | 85.0%                        | 5.0%                             |
| 3                       | 15%                          | 77.5%                        | 7.5%                             |
| 4                       | 20%                          | 70.0%                        | 10.0%                            |
| 5                       | 25%                          | 62.5%                        | 12.5%                            |
| 6                       | 30%                          | 55.0%                        | 15.0%                            |
| 7                       | 35%                          | 47.5%                        | 17.5%                            |
| 8                       | 40%                          | 40.0%                        | 20.0%                            |
| 9                       | 45%                          | 32.5%                        | 22.5%                            |
| 10                      | 50%                          | 25.0%                        | 25.0%                            |

**Allocation Surcharge** – Formerly WSAP Penalty Rates, an Allocation Surcharge will be in effect that is based on the costs to implement outdoor water use reductions through turf removal programs. The Allocation Surcharge would provide a price signal based on the marginal conservation costs incurred to reduce water use in dry and shortage years.

The structure is outlined in the table below:

| Use Up to and Including:    | Base Water Rate       | Allocation Surcharge Per AF |
|-----------------------------|-----------------------|-----------------------------|
| 100% of Allocation          | FMWD Tier 1 or Tier 2 | \$0                         |
| 100% < = 115% of Allocation | FMWD Tier 1 or Tier 2 | \$1,480                     |
| > 115% of Allocation        | FMWD Tier 1 or Tier 2 | \$2,960                     |

Due to the high cost impacts of the Allocation Surcharge, it is proposed that the District only assess 50% of the surcharge against its retail agencies in situations where Foothill MWD is not subject to the Allocation Surcharge from MET.

Should Foothill MWD as a whole be subject to the Allocation Surcharge from MET, retailers that have over used their allocation will take on the obligation proportionally and be subject to 100% of the surcharge.

#### Foothill MWD Allocation

A preliminary allocation will be provided to agencies based on calculations that mirror MET's WSAP. Without further adjustment, total water allocated to Foothill's member agencies will never match the total water allocated to Foothill. Thus, an adjustment has been added to prorate the difference between the amount allocated to Foothill by Metropolitan and the initial allocation by Foothill. The elements listed above along with the appropriate percentages are entered into a model which then provides the allocation for each member agency.

It is further proposed that the District reconcile over use and under use at the same time as MET (typically the end of 12 months when an Allocation is first declared) although monthly calculations will be provided. Should Foothill not be subject to the Allocation Surcharge but some member agencies have over used their allocation The agencies would be charged Foothill's regular Tier 1 or Tier 2 rate for having delivered the water and the appropriate Allocation Surcharge for any remaining water after the pool-back reconciliation.

The two tables below provide examples of how this would work. The first table reflects allocation surcharges to agencies should Foothill have used less than its Metropolitan allocation:

In the first table, seven agencies are reflected in the first column. The second column (B) shows the amount of allocation per agency. The third column (C) reflects the actual use by agency. Column (D) shows how much each agency under used or over used.

Agency 4 and Agency 5 have over used their allocations by a total of 275 AF. Agency 4 has over used its allocation by 120% while Agency 5 has over used its allocation by 113% as reflected in column (E).

Because MET has tiered allocation surcharges, two different allocation surcharges will apply to Agency 4 which has exceeded the first tier percentage from FMWD. Thus the first 115% of over use is penalized at 50% of the lower tier surcharge (\$1,480) and the remainder of the over use is penalized at 50% of the higher tier surcharge (\$2,960). Agency 5 is penalized at only the lower tier surcharge of 50% \$1,480 since its usage did not exceed 115% of its allocation. The penalties would be deposited in the Foothill MWD Water Resource and Conservation Fund.

| (A)          | (B)          | (C)          | (D)              | (E)                 | (F)                      | (G)                      | (H)               |
|--------------|--------------|--------------|------------------|---------------------|--------------------------|--------------------------|-------------------|
|              | Allocation   | Actual Use   | Under (Over) Use | Percentage Over Use | 50% of \$1,480 Surcharge | 50% of \$2,960 Surcharge | Total Surcharge   |
| Agency 1     | 1,800        | 1,750        | 50               | 0%                  | \$ -                     | \$ -                     | \$ -              |
| Agency 2     | 2,200        | 2,000        | 200              | 0%                  | \$ -                     | \$ -                     | \$ -              |
| Agency 3     | 500          | 450          | 50               | 0%                  | \$ -                     | \$ -                     | \$ -              |
| Agency 4     | 1,000        | 1,200        | (200)            | 120%                | \$ 85,100                | \$ 7,400                 | \$ 92,500         |
| Agency 5     | 600          | 675          | (75)             | 113%                | \$ 55,500                | \$ -                     | \$ 55,500         |
| Agency 6     | 650          | 550          | 100              | 0%                  | \$ -                     | \$ -                     | \$ -              |
| Agency 7     | 1,900        | 1,700        | 200              | 0%                  | \$ -                     | \$ -                     | \$ -              |
| <b>TOTAL</b> | <b>8,650</b> | <b>8,325</b> | <b>325</b>       | <b>0%</b>           | <b>\$ 140,600</b>        | <b>\$ 7,400</b>          | <b>\$ 148,000</b> |

In the second table, seven agencies are again reflected in the first column. The second column (B) shows the amount of allocation per agency. The third column (C) reflects the actual use by agency. The highlighted areas show the change from the first table. Column (D) shows how much each agency under used or over used. Agency 4 and Agency 5 have over used their allocations by a total of 275 AF. However, the District has now exceeded its own MET allocation by 30 AF. Thus, Foothill must also pay a surcharge to MET and this penalty is proportioned to the agencies that over used their allocation.

Agency 4 has over used its allocation by 200 AF and Agency 5 has over used its allocation by 75 AF as reflected in column (D). Agency 4's allocation is 63% of the 1,600 AF of allocation between the two agencies that over used and Agency 5's allocation is 38%. Thus 63% (18.8 AF) of the 30 AF of Foothill's over usage is assigned to Agency 4 and 38% (11.3 AF) of the 30 AF of Foothill's over usage is assigned to Agency 5 as reflected in column (F). This over usage is charged 100% of MET's allocation surcharge since it needs to be passed through to MET. In this case, the first tier surcharge is applied since the District as a whole has not exceeded 115% of its allocation. The dollars to be paid to MET are reflected in column (G).

The next set of calculations aims to address the remaining 245 AF of over usage by Agency 4 and Agency 5. Column (H) reflects the amount of acre-feet remaining to be addressed for each agency. This unused pool will now be considered the amount of over use for each agency applicable to the FMWD surcharges (50% of the tier surcharge).

Because MET has tiered allocation surcharges, two different allocation surcharges will apply to Agency 4 which has exceeded the first tier percentage from FMWD. Thus the first 115% of over use is penalized at 50% of the lower tier surcharge (\$1,480) and the remainder of the over use is penalized at 50% of the higher tier surcharge (\$2,960). Agency 5 is penalized at only the lower tier surcharge of 50% \$1,480 since its usage did not exceed 115% of its allocation. The penalties would be deposited in the Foothill MWD Water Resource and Conservation Fund.

(A) (B) (C) (D) (E) (F) (G) (H) (I) (J) (K) (L)

|          | Allocation | Actual Use | Under (Over) Use | Percentage Allocation of Agencies that Over Used | Proportion of AF Use Above Foothill MWD Allocation | To Be Paid to MET: \$1,480 Surcharge | Unused Pool (245 AF) | Percentage Over Use of Unused Pool | 50% of \$1,480 Surcharge | 50% of \$2,960 Surcharge | Total Surcharge |
|----------|------------|------------|------------------|--------------------------------------------------|----------------------------------------------------|--------------------------------------|----------------------|------------------------------------|--------------------------|--------------------------|-----------------|
| Agency 1 | 1,800      | 1,750      | 50               | 0%                                               | 0                                                  | \$ -                                 | N/A                  | 0%                                 | \$ -                     | \$ -                     | \$ -            |
| Agency 2 | 2,200      | 2,150      | 50               | 0%                                               | 0                                                  | \$ -                                 | N/A                  | 0%                                 | \$ -                     | \$ -                     | \$ -            |
| Agency 3 | 500        | 450        | 50               | 0%                                               | 0                                                  | \$ -                                 | N/A                  | 0%                                 | \$ -                     | \$ -                     | \$ -            |
| Agency 4 | 1,000      | 1,200      | (200)            | 63%                                              | 18.8                                               | \$ 27,824                            | 181.2                | 118%                               | \$ 85,100                | \$ 97,976                | \$ 210,900      |
| Agency 5 | 600        | 675        | (75)             | 38%                                              | 11.3                                               | \$ 16,724                            | 63.7                 | 113%                               | \$ 47,138                | \$ -                     | \$ 63,862       |
| Agency 6 | 650        | 575        | 75               | 0%                                               | 0                                                  | \$ -                                 | N/A                  | 0%                                 | \$ -                     | \$ -                     | \$ -            |
| Agency 7 | 1,900      | 1,880      | 20               | 0%                                               | 0                                                  | \$ -                                 | N/A                  | 0%                                 | \$ -                     | \$ -                     | \$ -            |
| TOTAL    | 8,650      | 8,680      | (30)             | N/A                                              | 30                                                 | \$ 44,548                            | N/A                  | N/A                                | \$ 132,238               | \$ 97,976                | \$ 274,762      |

*Penalty*

Allocation Example: Regional Shortage Level 1 (5%)

The following example reflects how water would be allocated to a retailer during a regional shortage. The example assumes a Regional Shortage Level 1.

**Step 1: Base Period Retail Demand**

Base Period Retail Demand is calculated by averaging total retail demands for FY 2013 and FY 2014.

In this example, assume:

| Element                    |          |
|----------------------------|----------|
| Base Period Retail Demands | 4,600 AF |

**Step 2: Growth Adjustment**

A growth adjustment is applied to the retailer's base period service area population to calculate population growth. A GPCD factor is then applied to that growth.

For Los Angeles County the growth adjustment is currently .46% and MET has provided a 161 GPCD factor.

| Element                                                             |             |
|---------------------------------------------------------------------|-------------|
| Base Period Average Population                                      | 31,800      |
| Allocation Year Population<br>(1.0046 X 31,800)                     | 31,946      |
| GPCD Applied to Growth                                              | 161         |
| Allocation Year Retail Demand Growth<br>(146 X 161 X 365 / 325,851) | 26.33 AF    |
| Allocation Year Retail Demands<br>(4,600 AF + 26.33 AF)             | 4,626.33 AF |

**Step 3: Planned Allocation Year Local Supplies**

Determine the amount of local supplies the retailer plans on utilizing. In this example it is assumed the retailer will utilize 2,600 AF of local supplies:

| Element                                |          |
|----------------------------------------|----------|
| Planned Allocation Year Local Supplies | 2,600 AF |

**Step 4: Calculate Wholesale Minimum Allocation**

The Wholesale Minimum Allocation is calculated by first finding the Allocation Year Baseline Demand on MET and then multiplying by the Wholesale Minimum Percentage (WMP) of the associated Regional Shortage Level. In this example the Regional Shortage is Level 1 with a WMP of 92.5%.

| Element                                                            |             |
|--------------------------------------------------------------------|-------------|
| Allocation Year Baseline Demand on MET<br>(4,626.33 AF – 2,600 AF) | 2,026.33 AF |
| Wholesale Minimum Allocation<br>(92.5% x 2,026.33 AF)              | 1,874.36 AF |

**Step 5: Calculate Retail Impact Adjustment**

The Retail Impact Adjustment is calculated as percent dependence on MET times the allocation baseline demand on MET multiplied by the Retail Impact Adjustment (RIA) factor of the associated Regional Shortage Level. In this example the Regional Shortage is Level 1 with an RIA of 2.5%

| Element                                                  |          |
|----------------------------------------------------------|----------|
| Dependence on MET<br>(2,026.33 AF / 4,626.33 AF)         | 43.8%    |
| Retail Impact Adjustment<br>(2.5% X 43.8% X 2,026.33 AF) | 22.19 AF |

**Step 6: Calculate Conservation Demand Hardening Adjustment**

The Conservation Demand Hardening Credit is an adjustment made for demand hardening due to conservation based on gallons per capita per day (GPCD). The retailer is handed a base period for its GPCD (which is the same that FMWD is handed from MET). In this example the retailer's baseline reads a 140 GPCD.

| Element                                                                               |         |
|---------------------------------------------------------------------------------------|---------|
| Baseline GPCD                                                                         | 140     |
| Allocation Year GPCD<br>(4,600 AF X 325,851 / 31,946 / 365)                           | 128     |
| Change in GPCD<br>(140 – 128)                                                         | 12      |
| GPCD Based Conservation Savings<br>(12 X 31,946 X 365 / 325,851)                      | 429 AF  |
| GPCD Percent Reduction<br>(1 – 128/140)                                               | 8.6%    |
| Conservation Demand Hardening Adj.<br>(429 AF X (0.1 + 5.0%RSL) X (1 + 8.6%) X 43.8%) | 30.6 AF |

**Step 7: Preliminary FMWD Allocation**

The numbers derived above would be added together to calculate the Preliminary FMWD Allocation:

| <b>Element</b>                     |                    |
|------------------------------------|--------------------|
| Wholesale Minimum Allocation       | <b>1,874.36 AF</b> |
| Retail Impact Adjustment           | <b>22.19 AF</b>    |
| Conservation Demand Hardening Adj. | <b>30.6 AF</b>     |
| <b>Preliminary FMWD Allocation</b> | <b>1927.15 AF</b>  |

*Attached is a table that reflects preliminary allocations to Foothill's member agencies based upon receiving a certain amount of water from MET for Regional Shortage Level 1.*

**Step 8: Total FMWD Allocation**

Since Metropolitan's allocation and FMWD's Preliminary Allocation to all agencies does not match, a final adjustment prorating the difference is made. In this instance, FMWD's allocation has been over allocated by 257 AF. Thus, the percentage of preliminary allocation for the sample agency is multiplied by the over allocation. The preliminary allocation is then reduced by that portion of over allocation to obtain the Total FMWD Allocation.

| <b>Element</b>                    |                   |
|-----------------------------------|-------------------|
| Preliminary FMWD Allocation       | 1927.15 AF        |
| Total FMWD Supplies Allocated     | 8,663 AF          |
| Proportion of Agency's Allocation | 22.25%            |
| Preliminary Allocation Adjustment | (257 AF)          |
| <b>Total Allocation</b>           | <b>1870.34 AF</b> |

**Recommendation**

**It is recommended that the Board approve the Foothill Allocation Plan as described above.**

**Prior Board Action:**

April 2008 - adopted the CEQA determination and approve the Foothill Allocation Plan.

April 2009 - Adopted resolutions to adopt a conservation plan and Water Shortage Stage 4: Allocation

May 2009 – Adopted changing conservation alert signs from yellow to orange effective June 1, 2009

September 2010 – Approved refinements to allocation plan

April 2011 - adopted the attached resolution to change the allocation stage from Stage 4 allocation to Stage 1 voluntary

January 2014 – approved green for the conservation alert status.

April 2014 – approved yellow for the conservation alert status.

**Impact on Budget:**

None

**Attachments:**

Preliminary Allocation to Retail Agencies

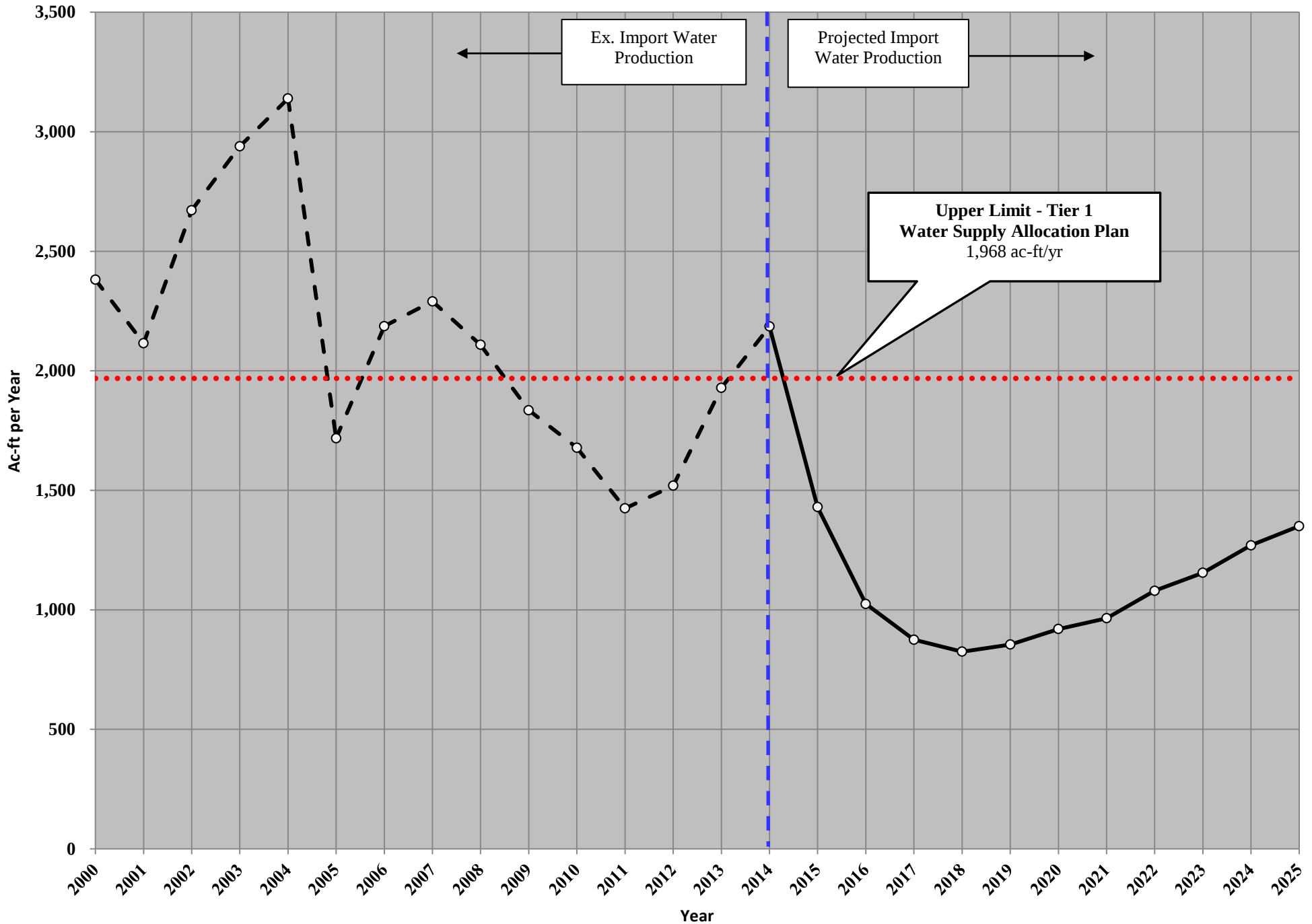
[illegible]

|                                                                      |              |              |            |              |            |            |           |              |
|----------------------------------------------------------------------|--------------|--------------|------------|--------------|------------|------------|-----------|--------------|
| Member Agency Allocation Year Population Estimate                    | 31,963       | 8,970        | 1,886      | 9,151        | 13,686     | 3,932      | 9,454     | 79,044       |
| Estimated Percent Residential                                        | -            | -            | -          | -            | -          | -          | -         | -            |
| Acre-Feet at 55 GPCD Residential Retail-Level Use                    | -            | -            | -          | -            | -          | -          | -         | -            |
| Acre-Feet at WSAP Residential Retail-Level Use                       | -            | -            | -          | -            | -          | -          | -         | -            |
| Acre-Feet at 100 GPCD Total Retail-Level Use                         | 3,580        | 1,005        | 211        | 1,025        | 1,533      | 440        | 1,059     | 8,854        |
| Acre-Feet at WSAP Total Retail-Level Use                             | 4,601        | 2,741        | 663        | 3,697        | 2,514      | 838        | 2,252     | 17,306       |
| Minimum Per-Capita Adjustment Allocation                             | -            | -            | -          | -            | -          | -          | -         | -            |
| <b>TOTAL M&amp;I ALLOCATION (Not Including SWB or Replenishment)</b> | <b>1,968</b> | <b>2,575</b> | <b>663</b> | <b>2,748</b> | <b>258</b> | <b>504</b> | <b>93</b> | <b>8,809</b> |
| Retail Level Reliability (Not Including SWB or Replenishment)        | 99.0%        | 96.8%        | 96.4%      | 97.0%        | 99.9%      | 98.9%      | 99.8%     | 98.3%        |
| <b>SEAWATER BARRIER ALLOCATION</b>                                   |              |              |            |              |            |            |           |              |
| Total SWB Requirement                                                | -            | -            | -          | -            | -          | -          | -         | -            |
| SWB Local Supplies                                                   | -            | -            | -          | -            | -          | -          | -         | -            |
| SWB Demand on Metropolitan                                           | -            | -            | -          | -            | -          | -          | -         | -            |
| SWB Allocation Percentage                                            | 100%         | 100%         | 100%       | 100%         | 100%       | 100%       | 100%      | 100%         |
| Seawater Barrier Allocation                                          | -            | -            | -          | -            | -          | -          | -         | -            |
| <b>REPLENISHMENT ALLOCATION</b>                                      |              |              |            |              |            |            |           |              |
| 10-Year Historical Average Replenishment for Active Agencies         | -            | -            | -          | -            | -          | -          | -         | -            |
| Replenishment Allocation Percentage                                  | 95.0%        | 95.0%        | 95.0%      | 95.0%        | 95.0%      | 95.0%      | 95.0%     | -            |
| Initial Maximum Replenishment Allocation                             | -            | -            | -          | -            | -          | -          | -         | -            |
| Additional Replenishment Allocation by Appeal                        | -            | -            | -          | -            | -          | -          | -         | -            |
| Replenishment Allocation                                             | -            | -            | -          | -            | -          | -          | -         | -            |
| <b>TOTAL MWD ALLOCATION</b>                                          | <b>1,968</b> | <b>2,575</b> | <b>663</b> | <b>2,748</b> | <b>258</b> | <b>504</b> | <b>93</b> | <b>8,809</b> |

| Table 2                                                               |                               |                |                   |                  |                     |
|-----------------------------------------------------------------------|-------------------------------|----------------|-------------------|------------------|---------------------|
| Water Supply Allocation Plan - 2015                                   |                               |                |                   |                  |                     |
| Retail Agency                                                         | FMWD<br>Allocation<br>(ac-ft) | Percent        |                   |                  |                     |
| Crescenta Valley Water District                                       | 1,968                         | 22%            |                   |                  |                     |
| La Cañada Irrigation District                                         | 2,575                         | 29%            |                   |                  |                     |
| Las Flores Water Company                                              | 504                           | 6%             |                   |                  |                     |
| Lincoln Avenue Water Company                                          | 258                           | 3%             |                   |                  |                     |
| Mesa Crest Water Company                                              | 663                           | 8%             |                   |                  |                     |
| Rubio Cañon Land & Water                                              | 93                            | 1%             |                   |                  |                     |
| Valley Water Company                                                  | 2,748                         | 31%            |                   |                  |                     |
| Total                                                                 | 8,809                         | 100%           |                   |                  |                     |
| CVWD - Water Production Projections - 2015 - 2025 (Including Well 16) |                               |                |                   |                  |                     |
| Calendar Year                                                         | GW<br>(ac-ft)                 | GWP<br>(ac-ft) | Import<br>(ac-ft) | Total<br>(ac-ft) | Above/Below<br>WSAP |
| 2015                                                                  | 2,755                         | 240            | 1,430             | 4,425            | (538)               |
| 2016                                                                  | 2,885                         | 520            | 1,025             | 4,430            | (943)               |
| 2017                                                                  | 3,065                         | 475            | 875               | 4,415            | (1,093)             |
| 2018                                                                  | 3,170                         | 415            | 825               | 4,410            | (1,143)             |
| 2019                                                                  | 3,280                         | 400            | 855               | 4,535            | (1,113)             |
| 2020                                                                  | 3,290                         | 445            | 920               | 4,655            | (1,048)             |
| 2021                                                                  | 3,290                         | 475            | 965               | 4,730            | (1,003)             |
| 2022                                                                  | 3,290                         | 485            | 1,080             | 4,855            | (888)               |
| 2023                                                                  | 3,290                         | 525            | 1,155             | 4,970            | (813)               |
| 2024                                                                  | 3,290                         | 540            | 1,270             | 5,100            | (698)               |
| 2025                                                                  | 3,290                         | 560            | 1,350             | 5,200            | (618)               |

# Imported Water (FMWD) Production - CY 2000 - CY 2025

## Water Supply Allocation Plan



# CRESCENTA VALLEY WATER DISTRICT

## STAFF REPORT

Information Item No. 4  
January 16, 2015

**To:** Engineering Committee  
**From:** David S. Gould, P.E. – District Engineer  
**Subject:** FY 14/15 Capital Improvement Project Program Update

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### **ITEM:**

1. Review of FY 14/15CIP Budget, Project Schedule, & Project Status

### **DISCUSSION:**

Staff is continuing on the FY 2014/15 CIP program and attached is the proposed project schedule for the coming year.

The FY 14/15 CIP budget was \$2,000,000 which included well rehabilitation, pipeline replacement, motor control center upgrades, SCADA Upgrades, and the Crescenta Valley County Park Stormwater Feasibility Study.

#### **a. Status - Ocean View Reservoir Overflow/Drain Pipe Project**

- AC Pavement Replacement
  - i. Traffic loops and striping complete
- Pipeline Design
  - i. Request by LCF for Hydrology/Hydraulics Design Cost
  - ii. Civiltec Design – waiting
  - iii. After meeting with LCF on Pipe Size, proceed with Design

#### **b. Status - Well 16 – Well Project**

- Agreement - Complete
- Grant
  - i. Agreement complete by Jan. 2015
- Design
  - i. Site plan – 50% complete
  - ii. Submittal to Glendale by February 2015
  - iii. Design complete for pipeline and advertise for bids in Feb. 2015
  - iv. Award Contract – March 2015; Start in April 2015
  - v. Building – Advertise for bids in April 2015

#### **c. Status - Ocean View Chlorination Station Project**

- **E-733CS – 1 Piping and Metering Vaults:** - Complete
- **E-733CS – 2 Chlorination Building:** Design Complete – Advertise for Bids – Jan. 20, 2015; Award Contract – Feb. 17, 2015, Start Construction – April 2015
- **E-733CS – 3 Purchase and Install Treatment Equipment:** Staff researching the purchase of treatment equipment including metering pumps, chemical storage tanks, and a chlorine analyzer. This equipment will be ordered after the final design of the new building design is approved.

- **E-733CS – 4 Electrical and SCADA Equipment:** This equipment shall be purchased and installed after the structure is complete. Staff estimates that this work will begin in March 2015.
- **E-733CS – 5 Collaborative Work Performed by CVWD Crews:** This work will be completed by CVWD crews after the building construction is finished.
- **E-733CS – 6 Other Work:** Currently, staff is preparing bids for contractors for the paving of the sidewalk and street adjacent to Ocean View now that piping and vault installation is complete. This work is anticipated to be completed by late March 2015.

**d. Status - CVWD/LADWP Interconnection Project**

- Connection from LADWP to CVWD is complete
- Connection from CVWD to LADWP to complete the design by March 2015 and construction by September 2015

**e. Status - Oak Creek Motor Control Center**

- Shop drawings being reviewed
- Construction starts in mid-April 2015 and completed by August 2015

**f. Status – CVC Park – Stormwater Feasibility Study**

- Monitoring Well Drill – Starts – January 26, 2015
- Public Outreach

Prepared & Submitted by:

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David S. Gould, P.E.  
District Engineer

Attachments:

1. FY 14/15 CIP Budget and Project Schedule – Revised 1/14/15

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| Capital Improvement Project Program<br>FY 14/15 - Updated 1/16/15          | E-job | Budget<br>FY 14/15 | Cost to date<br>7/1/14 -<br>12/31/14 | Cost<br>Committed -<br>1/1/15 - 6/30/15 | Cost<br>Remaining |
|----------------------------------------------------------------------------|-------|--------------------|--------------------------------------|-----------------------------------------|-------------------|
| <b>1. Water Supply</b>                                                     |       |                    |                                      |                                         |                   |
| <b>A. Groundwater</b>                                                      |       |                    |                                      |                                         |                   |
| <b>i. Well Rehabilitation</b>                                              |       |                    |                                      |                                         |                   |
| <i>Well 11 Rehabilitation</i>                                              | E-934 | \$ 65,000          | \$ 16,315                            | \$ 88,685                               | \$ (40,000)       |
| <i>Well 14 Rehabilitation (Project Removed)</i>                            |       | \$ 60,000          | \$ -                                 | \$ -                                    | \$ 60,000         |
| <b>ii. New Wells</b>                                                       |       |                    |                                      |                                         |                   |
| <i>Rockhaven Well - Equipment &amp; Pipeline - Design (Grant Funding)</i>  | E-940 | \$ 85,000          | \$ 13,757                            | \$ 46,790                               | \$ 24,453         |
| <i>Rockhaven Well - Equipment &amp; Pipeline - Construction</i>            | E-940 | \$ -               | \$ -                                 | \$ -                                    | \$ -              |
| <b>B. Imported Water</b>                                                   |       |                    |                                      |                                         |                   |
| <i>CVWD/LADWP Interconnection (Grant Funding)</i>                          | E-766 | \$ 125,000         | \$ -                                 | \$ 75,000                               | \$ 50,000         |
| <i>Ocean View Pipeline &amp; Chlorination Station (Grant Funding)</i>      | E-733 | \$ 210,000         | \$ 51,176                            | \$ 180,000                              | \$ (21,176)       |
| <b>C. Groundwater Basin Recharge</b>                                       |       |                    |                                      |                                         |                   |
| <i>Storm Water Recharge Study (Grant Funding)</i>                          | M-903 | \$ 55,000          | \$ 39,602                            | \$ 15,398                               | \$ -              |
| <b>WS Total</b>                                                            |       | \$ 600,000         | \$ 120,849                           | \$ 405,873                              | \$ 73,278         |
| <b>2. Water Storage</b>                                                    |       |                    |                                      |                                         |                   |
| <b>A. Reservoir Rehabilitation</b>                                         |       |                    |                                      |                                         |                   |
| <b>v. Overflow &amp; Drain System Upgrade</b>                              |       |                    |                                      |                                         |                   |
| <i>Upgrade Overflow/Drain System - Design + Maintenance</i>                | M-943 | \$ -               | \$ 15,236                            | \$ 20,764                               | \$ (36,000)       |
| <i>Ocean View Reservoir - AC Pavement</i>                                  | M-943 | \$ -               | \$ 70,267                            | \$ -                                    | \$ (70,267)       |
| <i>Ocean View Reservoir - Upgrade Overflow/Drain System - Construction</i> | M-943 | \$ -               | \$ -                                 | \$ 350,000                              | \$ (350,000)      |
| <b>WS Total</b>                                                            |       | \$ -               | \$ 85,503                            | \$ 370,764                              | \$ (456,267)      |
| <b>3. Water Distribution</b>                                               |       |                    |                                      |                                         |                   |
| <b>A. Pipeline Replacement</b>                                             |       |                    |                                      |                                         |                   |
| <i>2900 Block - Paraiso Way - 800 LF</i>                                   | E-947 | \$ 200,000         | \$ 11,250                            | \$ 163,334                              | \$ 25,416         |
| <i>2900 Block - Santa Carlotta - 800 LF</i>                                | E-947 | \$ 200,000         | \$ 11,250                            | \$ 163,344                              | \$ 25,406         |
| <i>4900 Block - Glenwood - 600 LF</i>                                      | E-947 | \$ 150,000         | \$ 7,500                             | \$ 122,500                              | \$ 20,000         |
| <i>2800 Block - Prospect - 600 LF (Project Removed)</i>                    |       | \$ 150,000         | \$ -                                 | \$ -                                    | \$ 150,000        |
| <i>4400 Block - Glenwood - 200 LF (Project Removed)</i>                    |       | \$ 50,000          | \$ -                                 | \$ -                                    | \$ 50,000         |

| Capital Improvement Project Program<br>FY 14/15 - Updated 1/16/15            | E-job | Budget<br>FY 14/15 | Cost to date<br>7/1/14 -<br>12/31/14 | Cost<br>Committed -<br>1/1/15 - 6/30/15 | Cost<br>Remaining |
|------------------------------------------------------------------------------|-------|--------------------|--------------------------------------|-----------------------------------------|-------------------|
| <b>C. Booster Pump System</b>                                                |       |                    |                                      |                                         |                   |
| <b>i. Annual Pump /Motor Replacement</b>                                     |       |                    |                                      |                                         |                   |
| <i>Eagle Canyon - Booster B</i>                                              | E-941 | \$ -               | \$ 3,729                             | \$ 33,725                               | \$ (37,454)       |
| <i>Encinal - Booster A</i>                                                   | E-918 | \$ 35,000          | \$ 24,556                            | \$ -                                    | \$ 10,444         |
| <b>ii. Pump Station Upgrade</b>                                              |       |                    |                                      |                                         |                   |
| <i>Mills Plant - Aeration Tower Rehabilitation (Project Removed)</i>         |       | \$ 35,000          | \$ -                                 | \$ -                                    | \$ 35,000         |
| <b>iv. MCC Replacement</b>                                                   |       |                    |                                      |                                         |                   |
| <i>MCC upgrade at Oak Creek</i>                                              | E-931 | \$ 300,000         | \$ 24,850                            | \$ 385,150                              | \$ (110,000)      |
| <b>E. Miscellaneous Projects</b>                                             |       |                    |                                      |                                         |                   |
| <b>i. Water Surge Control</b>                                                |       |                    |                                      |                                         |                   |
| <i>Rehabilitation Surge Tanks at Glenwood (Project Removed)</i>              |       | \$ 28,000          | \$ -                                 | \$ -                                    | \$ 28,000         |
| <b>iii. Misc</b>                                                             |       |                    |                                      |                                         |                   |
| <i>Repairs to Ramsdell Mixing Station (Project Removed)</i>                  |       | \$ 35,000          | \$ -                                 | \$ -                                    | \$ 35,000         |
| <b>WD Total</b>                                                              |       | \$ 1,183,000       | \$ 83,135                            | \$ 868,053                              | \$ 231,812        |
| <b>4. Water Treatment</b>                                                    |       |                    |                                      |                                         |                   |
| <b>B. Chlorine Disinfection</b>                                              |       |                    |                                      |                                         |                   |
| <i>New Chlorination Station at Markridge Reservoir (Project Removed)</i>     |       | \$ 43,000          | \$ -                                 | \$ -                                    | \$ 43,000         |
| <b>WT Total</b>                                                              |       | \$ 43,000          | \$ -                                 | \$ -                                    | \$ 43,000         |
| <b>5. Technology</b>                                                         |       |                    |                                      |                                         |                   |
| <b>B. Supervisory Control and Data Acquisition (SCADA) System</b>            |       |                    |                                      |                                         |                   |
| <i>SCADA RTU Replacement (35 sites) - Design</i>                             | E-939 | \$ 25,000          | \$ 9,000                             | \$ 7,500                                | \$ 8,500          |
| <i>SCADA RTU Replacement - Equipment &amp; Integration (Project Reduced)</i> | E-939 | \$ 149,000         | \$ -                                 | \$ 55,000                               | \$ 94,000         |
| <b>C. Graphical Information System (GIS)</b>                                 |       |                    |                                      |                                         |                   |
| <b>TECH Total</b>                                                            |       | \$ 174,000         | \$ 9,000                             | \$ 62,500                               | \$ 102,500        |

| Capital Improvement Project Program<br>FY 14/15 - Updated 1/16/15 | E-job | Budget<br>FY 14/15 | Cost to date<br>7/1/14 -<br>12/31/14 | Cost<br>Committed -<br>1/1/15 - 6/30/15 | Cost<br>Remaining |
|-------------------------------------------------------------------|-------|--------------------|--------------------------------------|-----------------------------------------|-------------------|
| <b>6. Public Safety/Emergency Response</b>                        |       |                    |                                      |                                         |                   |
| SF/ER Total                                                       |       | \$ -               |                                      |                                         |                   |
| <b>7. Facilities &amp; Planning</b>                               |       |                    |                                      |                                         |                   |
| F & P Total                                                       |       | \$ -               |                                      |                                         |                   |
| <b>Capital Improvement Projects - Total</b>                       |       | \$ 2,000,000       | \$ 298,488                           | \$ 1,707,190                            | \$ (5,677)        |

| Design and Construction Schedule for FY 14/15 |  |  |  |  |  |  |  |  |  |
|-----------------------------------------------|--|--|--|--|--|--|--|--|--|
|-----------------------------------------------|--|--|--|--|--|--|--|--|--|

[illegible]

## Legend

- |                                                                                     |                        |                                                                                     |                     |
|-------------------------------------------------------------------------------------|------------------------|-------------------------------------------------------------------------------------|---------------------|
|  | - Request - Proposal   |  | - Award of Contract |
|  | - Project Design       |  | - Construction      |
|  | - Project Bidding      |  | - Status Date       |
|  | - Advertising for Bids |  | - Project Complete  |