

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 April 15, 2014 at 7:00 p.m.**

Posted: April 11, 2014 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 April 1, 2014.
2. Ratification of Disbursements for March 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. **Proposition 218 Notifications** – Consideration and motion to authorize staff to mail Proposition 218 notification letters for proposed increases to water and wastewater rates and charges.
2. **Installation of Piping & Metering Vaults at Williams Reservoir, Project E-733CS-1** – Consideration and motion to authorize the General Manager to advertise for bids for the installation of piping and metering vaults at Williams Reservoir with an engineer's estimate of \$170,000.

Information Items

Written Communications to District

Staff Reports

Secretary-Treasurer

1. Cash and Investments –April 15, 2014.

General Manager

1. Administrative Report.

District Engineer

1. Water Production Report –April 1 – 13, 2014.
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. Consideration of engineering issues affecting the District.

Finance Committee

1. Consideration of Financial 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 Committee.

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 Labor Negotiators (§54957.6)**
 - District negotiators: Dennis Erdman and Ron Mitchell
- **Conference with Legal Counsel**
 - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One case.

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

April 1, 2014

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Adjourned Regular Meeting of March 18, 2014, a Regular Meeting was held on April 1, 2014, at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President James D. Bodnar presiding.

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

Directors:	James D. Bodnar Kerry D. Erickson Kenneth R. Putnam Kathleen M. Ross Judy L. Tejeda
Attorney:	Thomas S. Bunn III
General Manager:	Dennis A. Erdman
Secretary-Treasurer:	Ron L. Mitchell
District Engineer:	David S. Gould (Absent)
Others Present:	Mark Hass, IT Manager Wendy Holloway, Customer Accounts Supervisor Christy Scott, Program Specialist Larry Byers, Plant Superintendent Brook Yared, Associate Engineer

PLEDGE OF ALLEGIANCE

President Bodnar opened the meeting by asking Director Erickson to lead the Board and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Putnam and carried by a 5-0 vote that the Agenda for the Regular Meeting of April 1, 2014 be adopted as presented.

PUBLIC COMMENT – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Erdman reported that he attended a FMWD Special Meeting on March 31, 2014 for consideration and to select a new MWD Director, as former Director Jim Edwards had resigned. Director Putnam submitted his name for consideration and after discussion by members of the FMWD board; they thought it would be best to have the representative be a member from the FMWD board. At that time they placed Mr. Atwater's name in nomination and they unanimously elected him as the MWD Director for FMWD. Mr. Erdman said that he also attended a meeting today on the budget review for the managers, the 2nd of 4 meetings, and there is no proposed rate increase and they are planning to go one more year with no rate adjustment.

CONSENT CALENDAR

It was moved by Director Ross, seconded by Director Tejeda and carried by a 5-0 vote to approve the Minutes of the Adjourned Regular Board Meeting held on March 18, 2014 with a minor edit.

ACTION CALENDAR

Fiscal Year 2014/15 Water and Wastewater Budgets – Mr. Mitchell reported that after the last Board meeting and the discussion of the budget, staff has reduced the O & M Expense Budget for Water and Wastewater operations per the request from the Board. Also at the last meeting, staff presented the tiered rate structure and the possibility of changing the set points. Staff has discussed this and decided not to change the set points. Mr. Mitchell also asked for the Board's discussion regarding the schedule for public notification under provisions of Proposition 218 for proposed water and wastewater rate increases. Mr. Mitchell provided a staff report which included the background and steps required to be taken by the District in order to be in compliance with Proposition 218 along with draft Public Notices for the Board's review. After much discussion concerning the many details of the notice, the Board directed staff to make changes on the preliminary Proposition 218 Notices and bring them back to the next Board Meeting on April 15, 2014.

Resolution No. 715 – Mr. Erdman reported that the Valic 457 Deferred Compensation Plan is one of the plans available to employees and that he is the only member. He would like to discontinue his participation in the Valic Plan and transfer his assets to another program. He has been informed by Valic that as long as the Plan is active that it would cost him a 5% transfer fee, but if the Plan were to be terminated, the transfer fee would be waived. In order to accomplish terminating the Valic Plan, the Board must adopt Resolution No. 715 and send a copy of the Resolution to Valic. The termination of the Valic Plan has been discussed with the union, which has no objection. Staff recommends that the Board adopt Resolution No. 715 terminating the District's participation in the Valic 457 Deferred Compensation Plan effective January 10, 2014.

Following discussion:

It was moved by Director Ross, seconded by Director Tejeda and carried to adopt Resolution 715 authoring the termination of the District's participation in the Valic 457 Deferred Compensation Plan effective January 10, 2014 by the following roll call vote:

AYES:	Director Bodnar
AYES:	Director Erickson
AYES:	Director Putnam
AYES:	Director Ross
AYES:	Director Tejeda

NOES:	None
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INFORMATION ITEMS – CV Weekly Letter to the Editor: Lesson in cell tower technology. Cell phone Towers: Emotion vs. Common Sense. WKZO.com: Long California drought could hit utility ratings.

WRITTEN COMMUNICATIONS TO DISTRICT – FMWD Memorandum: Jim Edwards resigned as Metropolitan Water District representative for the District effective April 1, 2014.

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 April 1, 2014:

Cash Accounts	\$207,184
Great Pacific Securities	\$39,772
Bond Debt Service Fund Acct	\$324,801
Local Agency Investment Fund	\$1,741,806
Federal Farm Credit (78)	\$480,830
Federal Farm Credit (81)	\$941,390
Federal Farm Credit (83)	\$496,675
Federal Farm Credit (86)	\$931,430
Federal Farm Credit (87)	\$494,955
US Treasury (92)	\$931,950
US Treasury (93)	\$931,950
Federal Farm Credit (94)	\$915,180
Federal Farm Credit (95)	\$560,526

MTBE Contingency Funds

Local Agency Investment Fund	\$2,948,587
Great Pacific Securities	
Federal Farm Credit (M-4)	\$963,490
US Treasury (M-5)	\$496,055
US Treasury (M-11)	\$999,520
Federal Farm Credit (M-10)	\$938,660
Federal Farm Credit (M-12) (NEW)	\$459,070
Federal Farm Credit (M-13) (NEW)	\$460,815
US Treasury (M-14) (NEW)	\$999,520
US Treasury (M-15) (NEW)	\$938,660

Fund Balances at December 31, 2013

Water	\$14,735,945.95
Wastewater	\$4,470,006.25

Mr. Mitchell also provided the Budget versus Actual for the eight months ended February 28, 2014.

GENERAL MANAGER – Mr. Erdman reported that Larry Byers is celebrating his anniversary of 27 years with the District this month. He reported that CVWD will be hosting a confined

space class in April for ACWA/JPIA. Also there have been two fire hydrants hit and broken within the last week at Ocean View and Montrose and also on Teasley Street.

DISTRICT ENGINEER

Water Production – For the period of March 1 through March 31, 2014, water production averaged 106.1 million gallons per day, which is **6.9% less** than the daily average production of the same period in 2013. This is **0.6% less** from the daily average production of the previous five years.

Rainfall: March 2014	2.37"
Season-to-date:	8.20"

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

Rainfall Update – 2.37" for March 2014. Rainfall total for 2013-14 is 8.20".

Report on Engineering:

CIP Projects – Pipeline – 3000 & 3100 Block of Paraiso Way – 3100 Block of Paraiso Way – 100% complete. 4900 Block of Cloud – 100% complete. 3000 Block Paraiso Way – 100% complete. 4900 Block of Ramsdell – 85% complete. Pipeline – 3800 Block of Honolulu Avenue – Design 100% complete – ordered 14-inch steel pipe – arrive April 14, 2014. Start – April 22, 2014. Well Rehabilitation, E-934 – Well 12 – Pump installation – April 3, 2014. Well 9 – back in service. Well 5 – Remove pump and begin rehabilitation – April 7, 2014. Ocean View Chlorination Project – Developing new bid proposals. Edmund #1 Roof – Construction begins – April 8, 2014. Oak Creek MCC – 50% submittal – under review.

Crescent Valley County Park - Local Groundwater Assistance Grant – AMEC – design for runoff flow gauge installation. Working with LA County on water quality sampling.

Glendale – Rockhaven Well – working with GWP on negotiations. Preparing documents for grant funding.

FMWD Issues – No report.

ULARA – No report.

Water Meter Replacement Program – Start FY 13/14 Water Meter Replacement Program – replaced 700 meters to date.

Report on Administrative and Field Operations:

Well Status – Well production capacity – March 1 – March 31- 2.3 MGD. Well 12 – Well rehabilitation complete. Working with CDHP to bring back online.

Booster Pumps – No Report.

Glenwood Nitrate Plant – No Report.

Water Quality – No Report.

Mills Plant – No Report.

Reservoirs/Booster Stations – Edmund #1 – Out of service until roof replacement completed in May 2014.

MTBE Update – MTBE levels in Wells below 1ppb.

Field Maintenance and Operations update for March 1 – March 16, 2014

Water lateral leaks & repairs

- 2934 Los Olivos
- 2755 Orange
- 2733 Orange

Water Main Leaks – No Report.

Fire Hydrant Replacement – 2324 Teasley – 5836 Edmund

Developer Projects – No Report.

Valve Replacement – No Report.

General Maintenance – Continuing with Valve Exercising Program.

SCADA/Telemetry System – No Report.

Sewer Maintenance – Cleaning in the Wiley tract.

PROGRAM SPECIALIST – Ms Scott reported on the Water Conservation Alert System and said that on March 4, 2014 the Quad Cities Conservation Group, since renamed the Water Efficiency Team (WET) met and discussed the alert system. They will meet again in April after the review date for the State Water Project Allocation. Ms. Scott also reported on Graywater Regulations and currently they are not rebated by Metropolitan Water District or any of their member or retail agencies. Graywater defined by the California Health and Safety Code is untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. The Code also specifies what household sources can provide gray water; bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs. Any wastewater coming from kitchen sinks or dishwashers cannot be classified as Graywater in California. She also said that Saturday April 5, 2013 is the Hometown Fair at Crescenta Valley County Park.

INFORMATION TECHNOLOGY – Mr. Hass said that at the next meeting he will report on communications on fiber and on wireless. He reported on capital jobs for SCADA & the diverter valve in Los Angeles, and also on installing an auto switch for the emergency generator at the main office.

ATTORNEY – Mr. Bunn reported on Blastco, the contractor the District hired to replace the roof at Edmund 1 Reservoir, and said that CVWD received a letter from Painters & Allied Trade Compliance Administrative Trust stating that a number of previous jobs that Blastco performed faced penalties and lawsuits for not paying prevailing wages, not complying with apprenticeship standards, and not paying overtime wages. They have asked the Board to find Blastco a non responsible bidder and to award the job to another contractor. Since the Board has already entered into a contract with Blastco the District cannot cancel the contract.

REPORTS OF COMMITTEES

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

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

Community Relations/Water Conservation Committee – Director Tejeda 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 not met; however a meeting will be scheduled as needed.

DIRECTORS ORAL REPORTS

Director Ross asked Mr. Erdman if the District was moved into an elevated status during the Fullerton earthquake and Mr. Erdman replied that it was not needed. At her church meeting she took this opportunity to discuss seismic sensors on the water tanks and how they work. She also talked about the dedication of District employees to their jobs and the community. Director Ross reported that she has taken in a 15 year old foster son and is working on a project regarding the design of a city that is environmentally sound.

Director Erickson reported that he attended the CVTC meeting and Director Bodnar is now on the Land Use Committee and that he has completed his CERT class. He would like to have a review of the system to see if seismic sensors are needed at more reservoirs. He attended the Sagebrush meeting last week for the schools and said that some people are confused and wonder if water service will be transferred to La Canada. There is a new trash service in La Crescenta, and it is Burrtec Waste Industries.

Director Bodnar reported that on March 12, 2014 he attended the LAFCO meeting. On March 19, 2014 he attended the CV Ready meeting and discussed a portable system to deliver water in emergencies. On March 20, 2014 he attended the CVTC meeting and has been appointed an alternate on the Land Use Committee. He also reported that he was promoted to Supply Acquisition Manager at MWD.

Director Tejeda reported that she attended the Water Symposium in Palm Springs and that there were many great speakers on various topics including restoration of the Colorado River.

Director Putnam reported on the effort he put forth to be the FMWD Representative on the MWD Board. He also reported that FMWD needs to work on improving their system by increasing their budget for O & M and CIP Projects.

CLOSED SESSION

No reportable Action.

ADJOURNMENT

There being no other business to come before the Board, at 9:57 p.m., it was moved by Director Bodnar and seconded by Director Erickson that the meeting be adjourned in memory of John (Jack) Foley, Chairman of the MWD Board who passes away March 21st to April 15, 2014 at 7:00 p.m.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

MARCH 2014



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
Fund: 01 Water					
0	3/24	Southern California Edison Co.	Power purchased	18,645.44	288.03
29468	3/3	City of Glendale - Permits	Street use permit for traffic control	710.28	
29469	3/4	AAMCO Transmissions Corp.	Unit #27-oil change, trans service, brakes, flush system	948.31	316.10
29470	3/4	ABC Auto Electric	Unit #27 -replace blend door motor	220.94	73.64
29471	3/4	ACWA/Joint Powers Ins. Authori	Proeprty Program Renewal 04/2014 to 04/2015	7,392.00	7,392.00
29472	3/4	All American Landscape Co.	Landscape maintenance 03/2014	217.50	72.50
29473	3/4	Anawalt Lumber & Materials Co.	Misc hardware 02/2014	75.23	8.05
29474	3/4	Arrowhead Mountain Spring Water	Distilled water	66.05	
29475	3/4	Regino Avalos	Ordunio Reservoir - cut tree down	1,200.00	
29476	3/4	AVAYA Financial Services	Land line phone lease	380.68	126.90
29477	3/4	BC Laboratories, Inc	Water Analysis	1,739.25	
29478	3/4	Natalie Bellissimo	Mileage reimbursement for January and February 2014	75.95	1.01
29479	3/4	California Urban Water Cons Council	Membership dues for 2014	2,007.86	669.28
29480	3/4	CalPers	Employee contributions 02/2014	22,265.17	14,843.45
29481	3/4	Charter Communications	Fiber lines for Main Office, Glenwood and Mills for 02/2014	3,653.25	1,217.74
29482	3/4	Choice Pest Control	Monthly service Mills house	132.00	44.00
29483	3/4	City of Glendale - Permits	Excavation permits	815.64	
29484	3/4	City of Glendale Water & Power	Power purchased Markridge	49.17	
29485	3/4	Colonial Life & Accidents Ins.	Employee paid insurance	183.61	
29486	3/4	DataProse Inc.	Printing & posting for Controls 1-4	1,478.82	1,478.82
29487	3/4	Foothill Car Wash, Lube & Oil	Oil change Unit #14	67.36	22.44
29488	3/4	Graybar Electric Co., Inc.	140' generator cable for Main Office	979.96	
29489	3/4	Great America Leasing Corp.	Kyocera copier lease	434.91	434.91
29490	3/4	Martingale Investments, LLC	Refund Check	18.13	
29491	3/4	Hratch Keyo	Refund Check	63.06	
29492	3/4	Daniel Kimber	Turf rebate	1,100.00	
29493	3/4	Donna Kokinda	Turf rebate	4,891.00	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water</u>		<u>Wastewater</u>	
				<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>
29494	3/4	L.A. County Dept. Public Works	Excavation permit E-921	1,213.90			
29495	3/4	Jeannie Lee	Refund Check	153.14			
29496	3/4	Los Angeles Times	Subscription renewal	75.76		25.25	
29497	3/4	Microflex Corporation	4 cases of latex gloves	531.26			
29498	3/4	Mimecast North America, Inc.	E-mail security	150.00		50.00	
29499	3/4	Armen Najarian	Turf rebate	1,700.00			
29500	3/4	Napa Auto Parts	Unit #27 - Air filter, windshield solution and squeegee	90.53		30.17	
29501	3/4	Neopost USA, Inc	Postal machine rental	600.28		200.10	
29502	3/4	New Image Landscape & Design	Mills/Oak Crk./Ocean View weeding	2,500.00			
29503	3/4	Northern Safety Co., Inc	Safety glasses	111.70		37.24	
29504	3/4	Office Depot - Credit Plan	Misc supplies 02/2014	893.03		573.92	
29505	3/4	Orchard Supply Hardware	Misc hardware 02/2014	529.18		80.37	
29506	3/4	Outsource Fleet Service, Inc.	Unit #25 -Check brakes	302.13		100.71	
29507	3/4	Paveco Construction Inc	List 74V - various paving locations	10,900.88			
29508	3/4	Priority Mailing Systems, LLC	Ink and Labels	170.04		170.04	
29509	3/4	Pump Check	Pump test Well #1 and Mills Booster "B"	655.00			
29510	3/4	Ramco	Crushed misc base	1,331.01			
29511	3/4	Eileen Richelsen	Turf rebate	1,200.00			
29512	3/4	Ryan Herco Products Corp.	10 - male connectors	80.38			
29513	3/4	Sawyer Petroleum	500 gallons clear diesel fuel	1,537.46		512.48	
29514	3/4	Ray Son	Refund Check	37.60			
29515	3/4	Sully-Miller Contracting Co.	Cold mix	729.18			
29516	3/4	Judy Tejeda	Mileage reimbursement for JPIA workshop	36.00		12.00	
29517	3/4	The Gas Company	Gas purchased main office	123.63		41.21	
29518	3/4	Three Valley's Municipal Water District	Leadership breakfast - Dennis & Ron	22.50		7.50	
29519	3/4	Underground Service Alert/SC	Underground notification 02/2014	102.38		34.12	
29520	3/4	Vision Service Plan Co-(CA)	Group vision for 03/2014	264.55		176.36	
29521	3/4	Vulcan Materials Company	51.48 tons class "A" base	1,134.46			
29522	3/4	Waste Management - Sun Valley	Disposal service 03/2014	581.83		193.95	
29523	3/4	Water Well Redevelopers Inc	E-934 Well #9 rehabilitation	650.00			
29524	3/4	Western Water Works	4-6" blind flanges; 4-6" hydrant extensions; 8 -1-1/2" risers	1,381.25			
29525	3/4	Wil-Power Battery &DC Special	Telemetry batteries	170.86		56.95	
29526	3/4	Choice Pest Control	Monthly service Well 9	48.00			
29527	3/14	Ron Mitchell	Health Reimbursement	146.94		97.96	
29528	3/18	AAmco Transmissions Corp.	Unit #24 -Alternator belt, air filter, oil change, trans service	418.97		139.66	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
29529	3/18	ABC Auto Electric	Unit #27 -Install jumper cable pack	268.89	89.63
29530	3/18	ACV Systems, LLC	Repair 3 Cla-Val control valves at Glenwood forebay	1,731.93	
29531	3/18	ACWA/JPIA	Group Health	33,597.12	22,398.09
29532	3/18	ADS, LLC	Monthly monitoring		1,580.00
29533	3/18	Aflac	Employee paid insurance	1,074.53	
29534	3/18	Airgas USA, LLC	Monthly cylinder rental	153.59	153.58
29535	3/18	American Water College	Grades 1,2,3,4 training - 13 employees	2,193.75	831.24
29536	3/18	Ameripride Uniform Services, Inc	Uniform rentals 02/2014	607.05	202.35
29537	3/18	ARC	Monthly Bond Plot	826.78	275.60
29538	3/18	AT&T	Phone service at Main Office, Glenwood and Mills	1,028.14	359.79
29539	3/18	Regino Avalos	Trim tree Main office	281.25	93.75
29540	3/18	AW Direct, Inc	Jump-Start set	238.14	79.38
29541	3/18	BC Laboratories, Inc	Water analysis	4,463.75	
29542	3/18	BC Laboratories, Inc	Water analysis	632.00	
29543	3/18	James Bodnar	Registration and mileage for MLAB ASCE	28.83	9.61
29544	3/18	Cash-Petty Cash	Petty cash reimbursement	286.63	63.91
29545	3/18	City of Glendale - Permits	Labor costs for sewer clean out Broadview		1,805.70
29546	3/18	City of Glendale - Permits	Water system fees	3,928.44	
29547	3/18	City of Glendale Water & Power	Power purchased	30,047.60	11.81
29548	3/18	City of Los Angeles	Capital Portion of Assc		119,039.00
29549	3/18	Consolidated Elec. Distributor	Conduit etc. for Main office emergency generator	937.22	312.40
29550	3/18	County Sanitation District #2	Inert loads 02/2014	872.94	
29551	3/18	Roger or Denise Diehl	Refund Check	71.03	
29552	3/18	Do-it Center	Misc hardware 02/2014	193.13	13.47
29553	3/18	Eurofins Eaton Analytical Inc.	Water analysis	590.00	
29554	3/18	Fire Master	Service fire extinguishers, 2 new ext. & training class	1,203.74	401.25
29555	3/18	First Choice	Coffee service plant	123.13	123.12
29556	3/18	Foothill Municipal Water	Water delivery	203,972.67	
29557	3/18	Grainger	Shop supplies at Glenwood	73.27	51.36
29558	3/18	Harrington Ind Plastics LLC	Labor to replace probe in magmeter	840.64	
29559	3/18	HD Supply Waterworks Ltd	3-3"Octave meters & 17-2" Octave Meters	30,306.02	0.15
29560	3/18	Joseph A. Huerta	Mileage reimbursement for Jan & Feb 2014	22.14	
29561	3/18	Hutchinson & Bloodgood	Compcon consulting 02/2014	135.00	45.00
29562	3/18	Mun Goo Kim	Refund Check		99.00
29563	3/18	L.A. County Dept. Public Works	Excavation permit	2,956.00	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water</u>		<u>Wastewater</u>	
				<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>
29564	3/18	L.A. County Dept. Public Works	Excavation permit	3,760.00			
29565	3/18	L.A. County Dept. Public Works	Excavation permit	3,008.00			
29566	3/18	LA County Tax Collector	2nd payment property taxes	6,015.01		2,005.01	
29567	3/18	Lagerlof, Senecal, Gosney & Kr	Legal service 02/2014	3,100.00		1,250.00	
29568	3/18	Lance Allen Company, Inc	Cost for copies & supplies	939.43		939.42	
29569	3/18	Logan Supply Co. Inc	Black marking paint	76.92		76.92	
29570	3/18	Los Angeles Times	Subscription renewal through 05/01/14	27.00		9.00	
29571	3/18	Lorre MacDougall	Refund Check	13.69			
29572	3/18	Market Experts Management	Refund Check	27.74			
29573	3/18	Carlo Micalizio	Refund Check	22.29			
29574	3/18	Montrose Chamber of Commerce	Membership renewal	45.00		15.00	
29575	3/18	Newegg, Inc.	2- Archieve attached storage devices	343.84		114.61	
29576	3/18	O'Reilly Auto Parts	Misc parts 02/2014	146.80		48.93	
29577	3/18	Jaysen Ortega	Special License Comp - reimbursement for test fee			545.00	
29578	3/18	Paper Cuts, Inc	Paper shredding	2.50		2.50	
29579	3/18	Paveco Construction Inc	List 74W-various paving locations	9,136.53			
29580	3/18	James Pickering	Refund Check	24.31			
29581	3/18	Plumbers Depot Inc	Unit #31 annual service			1,230.45	
29582	3/18	Powers Electric Products, Co.	Repair electrodes used for well monitoring devices	107.04			
29583	3/18	Sessions Consulting Engineers	M-933 Wall design for Ordunio Reservoir	350.00			
29584	3/18	Shell	Gas purchased	2,245.94		748.65	
29585	3/18	Tyler Smith	Wash/clean service trucks	411.00		137.00	
29586	3/18	Southland Pipe Corp.	1600' of 8" steel pipe & 720' of 10" steel pipe	48,138.78			
29587	3/18	Staples Business Advantage	Date stamp	29.50		29.50	
29588	3/18	Star Brite Bldg. Maintenance Inc	Janitorial service 03/2014	618.75		206.25	
29589	3/18	The Gas Company	Gas purchased	14.08		4.69	
29590	3/18	Toro's Lawnmower & Garden	Oil for generator on Unit #33			78.12	
29591	3/18	Univar USA Inc	1490 gal. bleach	2,536.19			
29592	3/18	UPS	Shipping charges to return merchandise	45.86		45.84	
29593	3/18	US Bank	Administration fees 02/01/14 to 01/31/15	1,650.00			
29594	3/18	Wells Fargo Card Services	Erdman: Parking for Infraguard training & RWQCB meeting; dinner for crews working on sewer overflow incident	45.80		68.87	
29595	3/18	Wells Fargo Card Services	Gould: AWWA Spring Conf. reg. for R. Dodge & meals	355.77		26.93	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
29596	3/18	Wells Fargo Card Services	Hass: Monthly recurring charges; computer hardware & software; cell phone supplies; SCADA supplies; AWWA Spring Conf. - reg.	1,118.59	372.86
29597	3/18	Western Water Works	1"angle stops, couplings, gaskets, spools, hydrant extensions, adapters, and flanges	7,181.82	
29598	3/18	Yale Chase Materials Inc	Maintenance for unit 17 fork lift	104.85	34.95
29599	3/24	ACWA/Joint Powers Ins. Authori	Excess Public employee fidelity program 4/2014 to 04/2015	646.50	646.50
29600	3/24	AT&T	PRI Usage 03/2014	1,132.34	377.45
29601	3/24	AT&T Mobility	Cell phone service	1,592.82	530.93
29602	3/24	Cannon	E-931 Design motor control center at Oak Creek Reservoir	2,869.85	
29603	3/24	City of Glendale Water & Power	Flooding meter final bill for sewer clean out		152.13
29604	3/24	DataProse Inc.	Printing and postage for Control 1-4	1,631.13	1,631.12
29605	3/24	Hamilton Tool & Engineering	New helicoil for a stripped screw		30.00
29606	3/24	Harrington Ind Plastics LLC	6 -2" unions pvc schedule 40	83.13	
29607	3/24	J&R Concrete Products, Inc	2 -6B poly boxes w/covers & lids	344.96	
29608	3/24	Jason Laase	Refund Check	35.99	
29609	3/24	Lincoln Financial Group	Dental and Life insurance 04/01 to 04/30/2014	2,764.18	1,842.78
29610	3/24	Mimecast North America, Inc.	E-mail security	150.00	50.00
29611	3/24	New Image Landscape & Design	Monthly maintenance	1,002.50	177.50
29612	3/24	Christina Olmedo	Mileage reimbursement	33.50	
29613	3/24	Scap	Membership renewal 2014/2015		538.00
29614	3/24	Marcel Shoppers	Refund Check	78.28	
29615	3/24	Hudson Scott	Refund Check	155.89	
29616	3/24	Forrest Seltzer	Refund Check	126.72	
29617	3/24	Sems Technologies Corp.	Renewal software license	3,108.75	1,036.25
29618	3/24	Staples Business Advantage	Misc supplies	23.00	23.00
29619	3/24	Arment Zadooriani	Refund Check	24.30	
Subtotals				\$ 531,517.62	\$ 192,594.21
Grand Total				\$ 724,111.83	

PAYROLL REPORT

March-14

Directors	\$	1,350
Office Regular Payroll	\$	121,599
Office OT	\$	637
Plant Regular Payroll	\$	96,327
Plant OT and Standby	\$	13,178
Employer Payroll Taxes	\$	17,235
Payroll Service Charges	\$	350
Total	\$	<u>250,676</u>

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
April 15, 2014

To: Honorable President and Members of the Board of Directors
From: Ron L. Mitchell – Secretary-Treasurer
Subject: Proposition 218 Notifications

AGENDA ITEM:

Proposition 218 Notifications – Consideration and motion to authorize staff to mail Proposition 218 notification letters for proposed increases to water and wastewater rates and charges.

BACKGROUND:

At the April 1, 2014 meeting, the Board and staff discussed at length the preliminary Proposition 218 notification letters. The Board provided staff with their input related to wording and structure for revisions to both notices. Staff has incorporated the input and has worked with Directors Ross and Tejada on the revisions which are reflected in the draft notices included in this packet.

As mentioned in the previous Board materials related to this subject, CVWD is required to notify all customers regarding a proposed change in the water rate and/or wastewater rate and allow customers an opportunity to protest the proposed rate increase as outlined in the provisions of Proposition 218. This legislation states that any new fee or rate imposed by a government agency must be noticed to its stakeholders and stakeholders must have an opportunity to protest any proposed rate increase.

For CVWD to be in compliance with the provisions of Proposition 218, the following steps must be followed:

1. Staff prepares a Proposition 218 notice describing the proposed rate increase and the method for protesting. The notice is provided to the Board of Directors for discussion.
2. The Board of Directors approves the notice and directs staff to send the Proposition 218 notice to all property owners within the District's service area.
3. A 45-day Public Notice review period commences for the public to submit a written protest.
4. Any written protests are summarized and submitted to the Board of Directors after the 45-day notice period is completed.
5. A public hearing will be held to determine if a majority of property owners within the District's service area have submitted written protests. If the submissions are less than one half of the majority of property owners, then the Board of Directors can precede with a public hearing on the proposed rate increase.

Assembly Bill 3030

In September 2008, Assembly Bill 3030 (AB3030) was approved, which states "*An agency providing water, sewer, or refuse collection service may adopt a schedule of fees or charges authorizing automatic adjustments that pass through increases in wholesale charges for water or adjustments for inflation*".

SCHEDULE:

Staff has taken the comments from the Board and incorporated them into a final Proposition 218 Notice and is asking for the Board's approval to mail the notices. After final approval, staff will prepare the notices to send them to property owners by April 25, 2014. This will start the 45-day review and comment period which will end on June 9, 2014. The comments will be tabulated and presented to the Board at the Public Hearing on June 10, 2014.

Prepared by:



Ron L. Mitchell
Secretary-Treasurer

Submitted by:



Dennis A. Erdman, P.E.
General Manager



PUBLIC NOTICE OF PROPOSED INCREASE IN **WATER** RATES AND CHARGES

Tuesday, June 10, 2014, at 6:00 p.m.
2700 Foothill Blvd., La Crescenta, CA 91214

In order to fund the necessary improvements and to offset the increased costs associated with water operations and imported water, the CVWD Board of Directors is considering a 5.8% water rate increase to become effective July 1st 2014. **If approved a typical residence with a 3/4-inch meter using 22 units of water will experience an increase from \$139.36 to \$147.46 per bi-monthly billing period. That is \$8.10 per bi-monthly bill or \$4.05 per month.**

EFFECTIVE DATE

If approved, the increased rates will become effective on any billing periods that end after July 1, 2014.

YOUR WATER BILL

There are three components that make up the water portion of your CVWD bill which you receive every two months.

- 💧 **Water Service Charge:** A portion of the District's overall fixed costs; or the cost it takes to run the District if it did not sell any water.
- 💧 **FMWD Charge:** The estimated amount that CVWD will pay Foothill Municipal Water District for purchasing imported water.
- 💧 **Water Quantity Charge:** The CVWD price per unit of water based on a tiered structure. A unit of water is 1,000 gallons.

PROPOSED WATER RATE INCREASE

Water service charge: Increase from \$34.20 per bi-monthly billing period to **\$36.18** per bi-monthly billing period for a typical (3/4-inch) residential water meter. Refer to the attached table for increased water service charges for larger meters.

FMWD Charge: Increase from \$1.90 per unit to **\$2.03** per unit. That amount is applicable to each unit in every tier including multi-family, commercial, and irrigation accounts.

Water Quantity Charge: Single Family Residence

- 💧 **Tier 1 water rate (0-10 units):** Increase from \$2.22 to **\$2.33** per unit.
- 💧 **Tier 2 water rate (11-33 units):** Increase from \$3.43 to **\$3.61** per unit.
- 💧 **Tier 3 water rate (34-50 units):** Increase from \$5.70 to **\$6.01** per unit.
- 💧 **Tier 4 water rate (51 units and above):** Increase from \$8.29 to **\$8.75** per unit.

Water Quantity Charge: Multi-Family Dwellings, Commercial, Institution, and School

- 💧 Increase from \$3.43 to **\$3.61** per unit.

Water Quantity Charge: Irrigation

- 💧 **Tier 1 water rate (0-70 units):** Increase from \$3.43 to **\$3.61** per unit.
- 💧 **Tier 2 water rate (71 units and above):** Increase from \$8.29 to **\$8.75** per unit.

For the total water quantity charges, please see the proposed water rate chart on the following page.

PROPOSED WATER RATE TABLE

CURRENT RATES				PROPOSED RATES			
Quantity Charge: Single Family Residences				Quantity Charge: Single Family Residences			
Water Use Range		CVWD	FMWD	Water Use Range		CVWD	FMWD
Tier I	1-10 Units	\$2.22	\$1.90	Tier I	1-10 Units	\$2.33	\$2.03
Tier II	11-33 Units	\$3.43	\$1.90	Tier II	11-33 Units	\$3.61	\$2.03
Tier III	34-50 Units	\$5.70	\$1.90	Tier III	34-50 Units	\$6.01	\$2.03
Tier IV	51 Units and above	\$8.29	\$1.90	Tier IV	51 Units and above	\$8.75	\$2.03
Quantity Charge: Multi-Family Units, Commercial, & Schools				Quantity Charge: Multi-Family Units, Commercial, & Schools			
		CVWD	FMWD			CVWD	FMWD
Base Rate		\$3.43	\$1.90	Base Rate		\$3.61	\$2.03
Quantity Charge: Irrigation				Quantity Charge: Irrigation			
Irrigation Usage Charge:		CVWD	FMWD	Irrigation Usage Charge:		CVWD	FMWD
Tier I	1-70 Units	\$3.43	\$1.90	Tier I	1-70 Units	\$3.61	\$2.03
Tier II	Above 70 Units	\$8.29	\$1.90	Tier II	Above 70 Units	\$8.75	\$2.03
Meter Service Charge per bi-monthly billing period				Meter Service Charge per bi-monthly billing period			
		7/1/2013	7/1/2013			7/1/2014	7/1/2014
Meter Size		Within District	Outside District *	Meter Size		Within District	Outside District *
3/4"		\$34.20	\$34.60	3/4"		\$ 36.18	\$36.58
1"		\$42.00	\$42.40	1"		\$ 44.44	\$44.84
1½"		\$61.34	\$61.74	1½"		\$ 64.88	\$65.28
2"		\$77.58	\$77.98	2"		\$ 82.06	\$82.46
3"		\$84.58	\$84.98	3"		\$ 89.48	\$89.88
4"		\$217.32	\$217.72	4"		\$ 229.90	\$230.30
Private Fire Protection Service Charge per bi-monthly billing period				Private Fire Protection Service Charge per bi-monthly billing period			
		7/1/2013	7/1/2013			7/1/2014	7/1/2014
Meter Size		Within District	Outside District *	Meter Size		Within District	Outside District *
1"		\$14.32	\$14.72	1"		\$15.14	\$15.54
2"		\$21.08	\$21.48	2"		\$22.30	\$22.70
3"		\$31.46	\$31.86	3"		\$33.28	\$33.68
4"		\$42.66	\$43.06	4"		\$45.12	\$45.52
6"		\$73.32	\$73.72	6"		\$77.58	\$77.98
8"		\$111.56	\$111.96	8"		\$118.02	\$118.42
10"		\$155.78	\$156.18	10"		\$164.80	\$165.20

One Unit of Water is 1,000 gallons.

* Customers located within the City of Glendale are charged a \$0.40 administration fee per bi-monthly period for collection of Glendale Utility Tax.
 Crescenta Valley Water District (CVWD) Foothill Municipal Water District (FMWD)

WHERE YOUR WATER COMES FROM

The water that the District serves residents is either pumped from the ground (produced) by the District through a series of groundwater wells located within the Verdugo Basin or it is purchased from FMWD. FMWD is a wholesaler whose primary job is to purchase water from Metropolitan Water District of Southern California (MWD) and sell it to retail agencies like CVWD. The water that is purchased consists of a combination of water from the California State Water Project and from the Colorado River. The distance the water must travel greatly increases the cost of supplying the water. Water the District purchases is nearly three times more expensive than the water the District produces.

FMWD CHARGE

The costs of imported water are represented on each bill as the FMWD pass through charge (Imported Water Costs). The District does not control the fees associated with purchasing imported water. MWD has proposed an overall rate increase ranging from 2% - 3.7% for the 2014/2015 fiscal year. The District uses historical information to estimate the expense the District will incur during the fiscal year to purchase water from FMWD. That amount is divided equally into the amount of water the District sells by units of 1,000 gallons. Each customer pays the FMWD charge on each unit of water they use. In addition to supplementing the District's water supply, imported water is used for water quality purposes and also serves as a backup to the District's groundwater supply. The FMWD pass through charge is proposed to increase from \$1.90 to \$2.03 per unit.

REASON FOR RATE INCREASE

CVWD, like many other utilities around Southern California, must address aging infrastructure. The Board of Directors made the decision to invest in our community's water infrastructure and improve maintenance to ensure a safe and reliable water system now and for future generations. The District funds all capital repairs and replacements with its rate revenues on a pay-as-you-go basis. The contributing components of the rate increase are:

- 💧 Capital improvement projects (listed below)
- 💧 Maintenance of equipment and assets at a rate that places the District on a sustainable path to meet its mission statement
- 💧 Increased operational costs:
 - 💧 Electricity
 - 💧 Fuel
 - 💧 Chemical Treatment
 - 💧 Regulatory Compliance
 - 💧 Water Service Replacement
 - 💧 Improvement of District Facilities

CAPITAL IMPROVEMENT PROJECTS PLANNED FOR Fiscal Year 2014 / 2015

- 💧 Rehabilitation of two of the District's groundwater wells,
- 💧 Purchase of additional water source within the Verdugo Basin,
- 💧 Complete the emergency water supply interconnection with the Los Angeles Department of Water and Power,
- 💧 Complete a study to use stormwater to recharge the groundwater basin,
- 💧 Replacement of 3000 linear feet of aging pipelines, the majority of which was installed in the early 1950's,
- 💧 Upgrade of the Motor Control Center at Oak Creek Reservoir, and
- 💧 Continue replacement of the 20 year-old Telemetry/Remote Data system.

WHAT THE DISTRICT HAS DONE TO CONTROL COSTS

The Board of Directors and Staff continue to work to operate and maintain the water and wastewater services provided to the community in a cost effective and reliable manner. Every year during the past decade, the District has remained at or below the budgets established. The District's reserves for emergencies and operations are at, or slightly above, the target reserve levels. Every employee is encouraged to provide exceptional customer service and maintain a high standard of reliability. The Staff and the Board go through every budget item, line by line, to cut and reduce expenses, if possible. Every employee is encouraged to reduce expenses and look for alternative solutions and products that maintain quality and/or lessen expenditures. The District is a Public agency and does not operate on a for profit basis. The rate increase proposed by staff supports capital improvements and maintenance at a level which maximizes facility life expectancy while ensuring a safe and reliable water system for the community.

PROTEST LETTERS

Any CVWD customer or property owner within the CVWD service area may file a written protest of the proposed rate changes by sending a letter to CVWD, 2700 Foothill Boulevard, La Crescenta, CA 91214. A valid protest letter must include your name, your CVWD service address, a statement of protest and an original signature.

Protest letters will be tabulated and presented to the Board of Directors at a public hearing to be held on Tuesday, **June 10, 2014, at 6:00 p.m. at the CVWD main office.** Any CVWD customer or property owner may submit a letter or appear at the hearing to make comments regarding the proposed rate increase. Letters received prior to June 6th at noon will be included in the agenda package distributed to the Board of Directors and posted online at www.cvwd.com.

The Board of Directors may adopt, revise, or modify the rate increase as proposed at the Board meeting after the public hearing, which is scheduled for June 17, 2014 at 7:00 p.m.

The Board may not increase water rates and charges more than indicated in this notice.

WHERE TO GET MORE INFORMATION

The proposed water rate chart is available for inspection on the website www.cvwd.com or at the District's office at 2700 Foothill Boulevard, La Crescenta, CA 91214 between 8:00 a.m. and 4:30 p.m., Monday through Friday. The District can assist in answering any questions about your water bill. If you have questions or need additional information, please contact CVWD at (818) 248-3925 or e-mail water@cvwd.com.

DISTRICT INFORMATION

The District is a Public agency and is governed by five elected Board of Directors. The mission of the District is to provide dependable water service and wastewater collection in La Crescenta, Montrose, and portions of Glendale, and La Canada Flintridge. In carrying out this mission, the District places special emphasis on delivering a high quality water supply and system reliability at the most reasonable costs to its ratepayers. The District endeavors to promote conservation of its resources and to perform all operations in the most efficient manner to meet the needs of the community.

The Board meets at 7:00 p.m. every 1st and 3rd Tuesday of each month at CVWD's main office at 2700 Foothill Blvd. in La Crescenta and the District welcomes the public's input. This document and other information regarding the District can also be found on the web site at www.cvwd.com.

CVWD offers a **20% senior low-income discount (62-years or older and an annual household income of \$30,000 per year or less)** for up to 26 units of water used per bi-monthly billing period. Visit CVWD's website, www.cvwd.com for more information or contact CVWD at (818) 248-3925.

WAYS TO REDUCE YOUR WATER BILL



Check to ensure that you don't have any leaks. Begin with an indoor audit. Do dye tablet or food coloring tests in toilets to check for hidden leaks. Be sure to flush the coloring after 10-15 minutes to prevent staining. Outdoors, check for broken or misaligned sprinklers. Make sure that your controller is set to run so that there is no water runoff. You can also check your water meter to ensure there are no leaks. Contact the District for low flow shower heads, toilet leak detection tabs, water audits, or instructions on how to check your water meter.

Take advantage on savings for water efficient devices and rebates on turf removal. For details check the District website at www.cvwd.com. Rebate information is also available at www.socalwatersmart.com.



PUBLIC NOTICE OF PROPOSED INCREASE IN WASTEWATER (SEWER) RATES AND CHARGES

**Tuesday, June 10th, 2014 at 6:00 pm
2700 Foothill Blvd, La Crescenta, CA 91214**

PROPOSED WASTEWATER (SEWER) RATE INCREASE

In order to offset the rising fees from the City of Los Angeles and increased operation costs, the Board of Directors is considering an increase in wastewater (sewer) rates over the next two years. The proposed increases would be 4.7% beginning in July 2014 and 4.4% beginning in July 2015. **If approved, a typical residence would experience an increase from \$64.50 to \$67.50, per bi-monthly billing period (every two months) beginning on July 1, 2014. That is an increase of \$3.00 per bi-monthly billing period or \$1.50 per month. Beginning on July 1, 2015, a typical residence would experience an increase from \$67.50 to \$70.50, per bi-monthly billing period. That is an increase of \$3.00 per bi-monthly bill or \$1.50 per month.**

EFFECTIVE DATE

If approved, the increased rates will become effective on any billing periods that end after July 1, 2014.

REASON FOR A WASTEWATER (SEWER) RATE INCREASE

The City of Los Angeles provides for the treatment and disposal of wastewater from CVWD. In order to be in compliance with on-going and new State and Federal regulations, the City of Los Angeles is continually upgrading their wastewater treatment plants and infrastructure.

Over time, CVWD's wastewater (sewer) collection system has aged. CVWD must maintain a wastewater system that adheres to strict State and Federal regulations to remain in compliance with regulations. Increasing costs is a fundamental bi-product of this process.

Before even considering this wastewater rate increase, the District has reviewed all expenditures and the District and its employees are doing their part to reduce costs as part of their annual goals. Nevertheless, there are day-to-day operational costs that continue to rise.

CVWD's mission is to provide its customers with safe and reliable treatment and disposal of wastewater.

WHAT THE DISTRICT HAS DONE TO CONTROL COSTS

The Board of Directors and staff continue to work to operate and maintain the water and wastewater services provided to the community in a cost effective and reliable manner. Every year during the past decade, the District has remained at or below the budgets established. The District's reserves for emergencies and operations are at, or slightly above, the target reserve levels. Every employee is encouraged to provide exceptional customer service and maintain a high standard of reliability. The staff and the Board go through every budget item, line by line, to cut and reduce expenses, if possible. Every employee is encouraged to reduce expenses and look for alternative solutions and products that maintain quality and/or lessen expenditures. The District is a Public agency and does not operate on a for-profit basis. The rate increase proposed by staff supports costs for the treatment and disposal of wastewater, capital improvements, and maintenance at a level which maximizes facility life expectancy while ensuring a safe and reliable wastewater system for the community.

Proposed Wastewater (Sewer) Rates for July 1, 2014 & July 1, 2015

Description	Current Rate	Proposed Rates 7/1/14	Proposed Rates 7/1/15
Residential (Single Family & Multi-Family)			
Residential Dwelling Units	\$32.25	\$33.75	\$35.25
Commercial (COM)			
Commodity Charge (\$/1,000 gal)	\$5.30	\$5.50	\$5.70
Minimum Commodity Charge (\$/Month)	\$32.25	\$33.75	\$35.25
Customer Charge (\$/Month)	\$2.00	\$2.10	\$2.20
Schools (SCH)			
Primary School (\$/Month/Daily Attendance)	\$77.40	\$81.00	\$84.60
Secondary School (\$/Month/Daily Attendance)	\$154.90	\$162.10	\$169.30
Customer Charge (\$/ Month)	\$2.00	\$2.10	\$2.20

PROTEST LETTERS

Any CVWD customer or property owner within the CVWD wastewater service area may file a written protest of the proposed rate changes by sending a letter to: CVWD, 2700 Foothill Boulevard, La Crescenta, CA 91214. A valid protest letter must include your name, your CVWD service address, a statement of protest, and an original signature.

Protest letters will be tabulated and presented to the Board of Directors at a public hearing to be held on Tuesday, **June 10, 2014, at 6:00 p.m. at the CVWD main office.** Any CVWD customer or property owner may appear at the hearing to make comments regarding the proposed rate increase. Letters received prior to June 6th at noon will be included in the agenda package distributed to the Board of Directors and posted online at www.cvwd.com.

The Board of Directors may adopt, revise, or modify the rate increase as proposed at the Board meeting after the public hearing, which is scheduled for June 17, 2014 at 7:00 p.m.

The Board may not increase wastewater water rates more than indicated in this notice.

WHERE TO GET MORE INFORMATION

The proposed wastewater rate chart is available for inspection on the District website, www.cvwd.com or at the District's office at 2700 Foothill Boulevard, La Crescenta, CA 91214 between 8:00 a.m. and 4:30 p.m., Monday through Friday. The District can assist in answering any questions about your water bill. If you have questions or need additional information, please contact CVWD at (818) 248-3925 or e-mail wastewater@cvwd.com.

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The Board meets at 7:00 p.m. every 1st and 3rd Tuesday of each month at CVWD's main office at 2700 Foothill Blvd. in La Crescenta and the District welcomes the public's input. This document and other information regarding the District can also be found on the District web site, www.cvwd.com.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Agenda Item No. 2

April 15, 2014

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: **Installation of Piping and Metering Vaults at Williams Reservoir, Advertise for Bids, Project E-733CS-1**

AGENDA ITEM

1. **Installation of Piping and Metering Vaults at Williams Reservoir, Project E-733CS-1** – Consideration and motion to authorize the General Manager to advertise for bids for the installation of piping and metering vaults at Williams Reservoir with an engineer's estimate of \$170,000.

Background:

In 2008, CVWD received a \$606,925 Proposition 50 Grant from the State of California to construct an emergency water supply interconnection with the Los Angeles Department of Water and Power (LADWP). In an emergency, water from the interconnection would supply CVWD and could be brought through CVWD's system to FWMD's system and ultimately provide water to the La Cañada Flintridge and Altadena areas. The Proposition 50 Grant is a 50/50 matching fund, where CVWD is matching the \$606,925 and the construction cost estimate for the entire project is \$1,213,850.

The project would provide a second source of water to the Crescenta Valley, La Cañada Flintridge and the Altadena areas in case the main water supply from MWD is interrupted due to a disaster event or planned shutdown at MWD's Weymouth Plant.

A portion of the overall project involves the construction of a chlorination station building, underground piping, and two (2) vaults at the Williams Reservoir. The Chlorination Station & Metering Vaults at Williams Reservoir Project have been advertised for bids twice, and the bid proposals were significantly higher than the amount provided by the Proposition 50 Grant.

Staff met with the California Department of Public Health (CDPH) about getting additional grant funding for the project. CDPH indicated that there was no additional grant funding available, but CVWD could get a time extension and change the scope of work. Staff has made the request and is awaiting a response from CDPH.

The change in scope of work would be to remove the upgrades at FMWD's P-1 Station from the grant project and use the additional funds for the Chlorination Station & Metering Vaults project. Staff has met with FMWD's Board of Directors and it was agreed that the upgrading of the bypass piping to FWMD's P-1 Station will be included in their FY 15/16 CIP program.

DISCUSSION:

Staff discussed with the Engineering Committee and the Board approved breaking down the Chlorination Station & Metering Vaults at Williams Reservoir Project into smaller phases using CVWD crews and specialty contractors to reduce the construction costs of the project. The staff has separated the project into the following phases:

E-733CS – 1

Piping and Metering Vaults

CVWD orders materials and contractor to install piping, vaults, and conduits along Ocean View Blvd.

E-733CS – 2

Chlorination Building

Contractor over-excavates soils, and installs concrete pad and building on the Williams Reservoir Site.

E-733CS – 3

Purchase and Install Treatment Equipment

CVWD to purchase and install treatment equipment such as chlorine analyzer, metering pumps, sodium hypochlorite system, anhydrous ammonia system, SCADA equipment, and other appurtenances.

E-733CS – 4

Electrical and SCADA Equipment

Contractor installs on-site electrical and SCADA conduits, junction boxes, and wiring from existing MCC to new building, and other appurtenances.

E-733CS – 5

Collaborative Work Performed by CVWD Crews

CVWD crews install 2-inch water service and sewer lateral, excavation, tree removal, and other on-site work as necessary.

E-733CS – 6

Other Work

Contractor replaces the sidewalk and AC pavement on Ocean View Blvd.

Discussion - E-733CS – 1 - Piping and Metering Vaults

Staff has completed the re-design and specifications for this portion of the project. The scope of work will include installation of the two (2) metering vaults and the piping inside the vaults, the connection to the existing 12-inch FMWD water main, and connection to the existing 16-inch water main to Williams Reservoir. The removal of the sidewalk and trees will be done by CVWD crews and replaced later in the project. CVWD will also be furnishing the pipe, valves, fittings, flow control valve, and other appurtenances to reduce the costs by eliminating the contractor's mark up. The contractor will be responsible for furnishing and installing the concrete vaults, the electrical conduits for future use, and traffic control for public safety around the construction zone.

Staff has a public outreach program for the project that will include sending letters within the next two weeks to the residents in the area notifying them of the upcoming project, and sending a second letter two weeks before construction begins. Progress reports on the project will be posted on CVWD's website for residents to check status and staff will send a press release to the local newspapers about the upcoming construction project.

The construction cost estimate for the project is \$170,000.00, and the entire project costs including materials, soils engineer, staff engineering and inspection, and contingencies are estimated at \$100,000.00.

Project Schedule:

The following is the proposed project schedule which shows that the project should be completed by the middle of August 2014;

<u>Task</u>	<u>Date</u>
Advertise for Bids	04/15/14
Pre-Bid Meeting	05/06/14
Bid Opening	05/14/14
Award Contract	05/20/14
Pre-Construction Meeting	06/04/14
Start Construction	06/16/14
End Construction – 60 days	08/15/14

Discussion on Remaining Phases of Project

Staff is working on the re-design and specifications of the next phase, E-733CS – 2, the Chlorination Building, with the goal of advertising for bids at the next board meeting. Staff is looking into a pre-fabricated building and the associated costs to determine if it's more cost effective than a standard concrete masonry building. The remaining phases are also under design and staff will bring these phases to future Board meetings. The ultimate goal is to complete construction of the entire project by end of December 2014.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to advertise for bids for the subject project. Staff will advertise the project in the McGraw-Hill Dodge Construction News and will send out plans to selected contractors.

ENVIRONMENTAL REVIEW:

N/A

FUNDING AVAILABILITY:

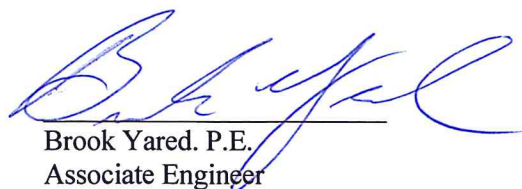
The following table shows the cost estimate breakdown for each phase of the project:

Phase No.	Phase	Construction Estimate	Materials	Total
E-733CS – 1	Piping and Metering Vaults	\$170,000	\$100,000	\$270,000
E-733CS – 2	Chlorination Building	\$85,000	\$5,000	\$90,000
E-733CS – 3	Purchase and Install Treatment Equipment	\$10,000	\$85,000	\$95,000
E-733CS – 4	Electrical and SCADA Equipment	\$60,000	\$5,000	\$65,000
E-733CS – 5	Collaborative Work Performed by CVWD Crews	\$20,000	\$5,000	\$25,000
E-733CS – 6	Other Work	\$30,000	\$5,000	\$35,000
	Total	\$375,000	\$205,000	\$580,000
	Grant Amount - Phase 2 with Contingency			\$585,070
	Amount Remaining			(\$5,070)

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

Account Description	Amount
FY 14/15 Water CIP– Water Supply – Import Water	\$292,535
Proposition 50 Grant Funding	\$292,535
Total	\$585,070
Engineer's Construction Cost Estimate for E-733CS – 1	<\$170,000>
Additional costs such as material purchase by CVWD, soils engineer, inspection labor costs & contingency	<\$100,000>
Total Engineer's Cost Estimate	<\$270,000>
Amount Remaining in Water CIP – Water Supply – Import Water	\$315,070

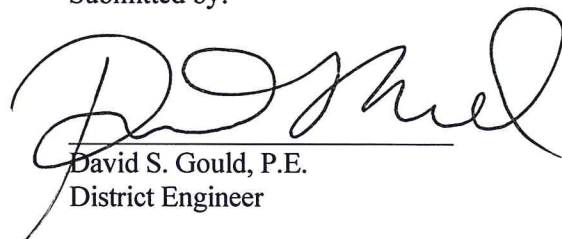
Prepared by:



Brook Yared, P.E.
Associate Engineer

Attachment: Location Map

Submitted by:



David S. Gould, P.E.
District Engineer



The Metropolitan Water District of Southern California

NEWS RELEASE

P. O. Box 54153, Los Angeles, California 90054-0153 • (213) 217-6485 • www.mwdh2o.com

Contact: Bob Muir, (213) 217-6930; (213) 324-5213, mobile

April 8, 2014

**LOWEST WATER RATE INCREASES IN DECADE APPROVED,
AS METROPOLITAN BOARD ADOPTS TWO-YEAR BUDGET
Board also moves to replenish water reserves, fund drought response
programs, reduce long-term liabilities, fund capital projects**

Looking to strategically invest revenues to enhance long-term financial stability and water reliability, Metropolitan Water District's Board of Directors today approved a two-year spending plan that calls for its smallest water rate increases in more than a decade—increases of 1.5 percent over the next two years.

The board adopted a \$1.64 billion budget for fiscal year 2014-15 and a \$1.69 billion budget for fiscal year 2015-16, with associated 1.5 percent average increases in Metropolitan's wholesale water rates in calendar years 2015 and 2016.

As part of the action, Metropolitan's governing body also approved a strategy that capitalizes on the additional revenue generated primarily by local agencies needing to buy more MWD supplies during the severe statewide drought. The board elected to use this additional revenue to replenish Metropolitan's water reserves drawn down by the drought, fund drought response programs, pay down long-term liabilities, and finance previously scheduled capital investments.

Metropolitan General Manager Jeffrey Kightlinger said replacing the district's water reserves will enable the agency to continue meeting regional water needs. Paying down debt and financing capital investments will reduce Metropolitan's long-term costs, he said.

"Today's prudent steps help ensure that Metropolitan will be able to supply water to nearly 19 million Southern Californians even during severe droughts and reduces pressure on future rate increases by cutting the district's overall costs," Kightlinger said.

"It is a real testament to Metropolitan's sound long-term planning that we can meet all demands during this current drought, keep rate increases below the cost of inflation and provide funding for drought response and conservation efforts that will benefit all Southern Californians," he added.

more

In addition to being the largest provider of treated drinking water in the nation, Metropolitan also is one of the nation's highest rated utilities, garnering a AAA rating from Standard & Poor's, Kightlinger noted.

"The ratings agencies have long recognized Metropolitan's sound financial management practices," he said. "Throughout this biennial budget and rate-setting process, the board devoted many hours in public workshops and hearings discussing these short- and long-term financing issues as part of the agency's transparent, democratic decision-making process."

Metropolitan's biennial budget and rates anticipate water sales of 1.75 million acre-feet each of the fiscal years. The established rates and charges will become effective Jan. 1 in 2015 and 2016 for all elements of the district's tiered rate structure. That structure breaks down Metropolitan's rates into separate charges that reflect wholesale costs to treat, deliver and develop supplies. (An acre-foot of water is nearly 326,000 gallons, about the amount used by two typical households in a year.)

Under the board action today, effective Jan. 1, 2015, raw water purchased and delivered under Metropolitan's full-service, tier one rate will be \$582 per acre-foot, while drinking water treated at the district's regional filtration plants will cost \$923 per acre-foot.

For more information on Metropolitan, visit the district's website at www.mwdh2o.com.

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The Metropolitan Water District of Southern California is a cooperative of 26 cities and water agencies serving nearly 19 million people in six counties. The district imports water from the Colorado River and Northern California to supplement local supplies, and helps its members to develop increased water conservation, recycling, storage and other resource-management programs.



info item
The Metropolitan Water District of Southern California

NEWS RELEASE

P. O. Box 54153, Los Angeles, California 90054-0153 • (213) 217-6485 • www.mwdh2o.com

Note to editors: A digital photograph of Richard W. Atwater is available upon request.

Contact: Bob Muir, (213) 217-6930; (213) 324-5213, mobile

April 8, 2014

LA CAÑADA-FLINTRIDGE RESIDENT JOINS METROPOLITAN BOARD

Richard W. Atwater, a Southland water leader with more than 35 years of experience, was seated today as a member of the board of directors of the Metropolitan Water District of Southern California.

He succeeds James T. "Jim" Edwards as Foothill Municipal Water District's representative on the 37-member Metropolitan board. Edwards had served on the board since May 1999. Atwater was named to Metropolitan's Water Planning and Stewardship Committee, and Legal and Claims Committee.

Atwater joined Foothill's Board of Directors in 2006, representing portions of the city of La Cañada-Flintridge and the La Crescenta-Montrose community. He currently serves as Foothill's board chairman. He previously served on the board of the Crescenta Valley Water District.

He is the executive director of the Southern California Water Committee, a nonprofit, nonpartisan public education partnership dedicated to informing Southern Californians about the region's water needs and the state's water resources. He also provides independent water resources management and policy consulting to local, state and federal governments, business, labor and environmental organizations.

Prior to joining the SCWC in 2010, Atwater was chief executive officer and general manager of the Inland Empire Utilities Agency for more than a decade and before that served as president of Bookman-Edmonston Engineering, Inc., a water resource consulting firm. From 1990 to 1996, he was general manager of West and Central Basin municipal water districts, which during that time operated under one administrative staff. He previously managed Metropolitan's resources division for four years.

more

He has served on the California Water Commission, the 2001 Drought Task Force, the 2003 Water Recycling Task Force and the 2006 Desalination Task Force. Atwater was presented the Conservation Service Award, the highest citizen honor for resources management, by U.S. Secretary of the Interior Bruce Babbitt in 1994. He also is a three-time recipient of the Economic and Environmental Balance Award under governors Pete Wilson, Gray Davis and Arnold Schwarzenegger.

A Long Beach native, Atwater earned a bachelor's degree in geology and environmental science from Stanford University and a master's degree in urban and regional planning from the University of Southern California.

Atwater and his wife, Erin, have three sons and a grandchild. They reside in La Cañada-Flintridge.

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The Metropolitan Water District of Southern California is a cooperative of 26 cities and water agencies serving nearly 19 million people in six counties. The district imports water from the Colorado River and Northern California to supplement local supplies, and helps its members to develop increased water conservation, recycling, storage and other resource-management programs.

info item

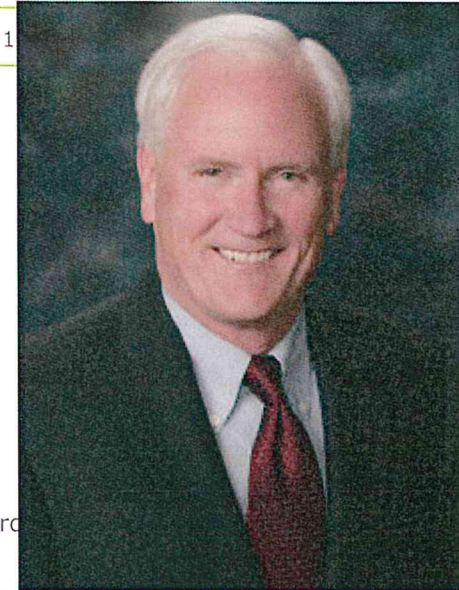
Montrose-LaCrescenta

75°

[Blog](#) | [Foothill Municipal Water District's Blog](#)

Atwater Appointed MWD Representative

Posted by [Foothill Municipal Water District](#), April 03, 2014 at 01:50 PM



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Richard W. Atwater Board of Directors

Richard W. Atwater was appointed to serve as Foothill Municipal Water District's representative to the Metropolitan Water District of Southern California Board of Directors on March 31, 2014. He replaces James T. Edwards who served in that capacity for fifteen years (1999-2014) until his resignation. In that function, Mr. Atwater will vote on water issues that will impact residents of the District as well as the 19 million other Californians that live within the six-county Metropolitan service area.

"I am honored to be appointed to represent the Foothill Municipal Water District's service area on Metropolitan's Board. I believe the current statewide drought highlights the importance to the economy to have reliable water supplies. I look forward to working with other regional water leaders on initiatives to drought proof our region through increased conservation, stormwater capture and recycled water development. I look forward to discussing our water issues and receiving recommendations from constituents as we work together to address this historic drought crisis."

Mr. Atwater has a record of over 35 years of achievement in government and water resources management. He currently sits as Executive Director of the Southern California Water Committee. Mr. Atwater was a past CEO/General Manager of the Inland Empire Utilities Agency. Some of his other past positions include: President of Bookman-Edmonston Engineering, Inc., General Manager of West Basin Municipal Water District, General Manager of Central Basin Municipal Water District, and Manager of the Water

Resources Division at the Metropolitan Water District of Southern California. He is also a former board member of the Crescenta Valley Water District. Mr. Atwater and his family have lived in La Cañada Flintridge, CA since 1986.

Foothill Municipal Water District provides imported water to Crescenta Valley Water District, La Cañada Irrigation District, Mesa Crest Water Company, Valley Water Company, Lincoln Avenue Water Company, Las Flores Water Company and Rubio Cañon Land and Water Association. Kinneloa Irrigation District, another retail agency, takes no water from Foothill.

This post is contributed by a community member. The views expressed in this blog are those of the author and do not necessarily reflect those of Patch Media Corporation. Everyone is welcome to submit a post to Patch. If you'd like to post a blog, [go here to get started](#).

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Memorandum

DATE: APRIL 10, 2014
TO: Board of Directors
FROM: Dennis A. Erdman 
SUBJECT: General Manager's Report
CC: CVWD Management Staff

First, I want to report that the District had a very successful event at the Crescenta Valley Hometown Fair. Our booth was visited by many community members and customers who asked questions, picked up conservation materials, and were given some water saving appliances. Thank you to the Directors who attended and interacted with staff during the event.

One of the people who stopped at our booth is the chairperson for the Glenwood neighborhood association and each year organizes "National Night Out" for that area. CVWD was asked if we would participate this year and open the Glenwood Plant as the neighborhood gathering spot. In prior years, Twelve Oaks was the gathering spot. Twelve Oaks is now closed. Christy Scott will be working on this request and coordinating our activities with the Community Relations Committee. National Night Out is the first Tuesday of August.

The FMWD Board of Directors met in Special Session on April 9 to discuss and approve two change orders for the emergency generator project. One change order was for changes to conduit routing at the switchgear (\$15,805) and the other was for change in scope due to extra work in demolition of a concrete slab (\$28,183). Both change orders were approved. Work on this project is expected to continue into May.

This April 22 will be the end of Jacob Whitaker's temporary employment assignment at CVWD as a meter reader. Steve Dulay has returned to work and has resumed his normal duties as meter reader. Jacob did an excellent job for CVWD, and we hope to have him back in the future. As of the date of this memorandum, CVWD has worked 157 days without a lost time accident.

The staff recently celebrated our safety record with a luncheon at Glenwood following CPR refresher training for all staff members. The District will be hosting JPIA training on "Confined Space Entry" as Glenwood in the near future.