

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

**Agenda for the
Adjourned Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on Tuesday, April 24, 2018 at 7:00 p.m.**

Posted: April 20, 2018 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

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 on April 10, 2018.
2. Ratification of Disbursements for March 2018.

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. **Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992** – Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, General Pump Company, at a cost of \$21,317, establish a contingency amount of \$2,132 (10% of contract) to cover the cost of unforeseen or additional work and to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).
2. **Public Tours of District Facilities** – Discussion regarding providing public tours of District facilities.
3. **Amendment to Appendix C of the District's Rules & Regulations** – Consideration and motion to adopt changes to Appendix C of the District's Rules & Regulations concerning Late Charges, Reconnection Charges, and establishing a New Account Charge.
4. **Draft FY 2018/19 Water & Wastewater Budgets** – Discussion on the draft FY 2018/19 Water and Wastewater Budgets.

Information Items

Written Communications to District/Board

General Manager's Report

Attorney Report

Reports of Committees

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

Director's Oral Reports

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

Closed Session

1. **Public Employee Discipline/Dismissal/Release**
2. **Public Employee Appointment**
Title: General Manager

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

April 10, 2018

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Adjourned Regular Meeting of March 27, 2018, a Regular Meeting was held on April 10, 2018, 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
Michael L. Claessens
Kerry D. Erickson
Kenneth R. Putnam
Judy L. Tejada**

Attorney:

Thomas S. Bunn

General Manager:

Secretary-Treasurer:

Ron L. Mitchell

District Engineer:

David S. Gould

Others Present:

**Mark Hass, IT Manager
Christy Scott, Program Specialist
Wendy Holloway, Customer Service Supervisor
Dennis Maxwell, Operation & Maintenance Mgr.
James Lee, Finance & Accounting Manager**

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Claessens, seconded by Director Tejada and carried by a 5-0 vote that the Agenda for the Regular Meeting of April 10, 2018 be adopted as presented.

PUBLIC COMMENT – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Gould reported that tomorrow there will be a FMWD manager's meeting to discuss their budget and on the following Monday, April 16th, they will again discuss the budget and the rate increase of 8% for the operations and maintenance and CIP costs.

CONSENT CALENDAR

It was moved by Director Erickson, seconded by Director Claessens and carried by a 5-0 vote to approve the Minutes of the Adjourned Regular Board meeting held on March 27, 2018, and the Special Meetings held March 21, 2018, March 22, 2018, and April 4, 2018.

ACTION CALENDAR

FMWD Member Agency Mutual Aid and Assistance Agreement – Mr. Gould reported that FMWD has put together a mutual aid agreement with FMWD and its seven agencies. The purpose is to develop a formal mutual aid agreement that will include provisions for response to planned water supply interruptions, unplanned outages, and cost reimbursement. The formal mutual aid agreement has been reviewed by CVWD's legal counsel.

Following discussion:

It was moved by Director Erickson, seconded by Director Tejeda and carried by a 5-0 vote to authorize the General Manager to enter into a Mutual Aid and Assistance Agreement with Foothill Municipal Water District and its member agencies.

FY 2018-19 Water and Wastewater Budget – Mr. Mitchell reported that at the Public Hearing, staff noted the customers concerns and incorporated them at this meeting. Mr. Mitchell gave a presentation on the Wastewater Budget and said it is well ahead of the target reserves. He also gave a presentation on the Water Budget and discussed revisions to the water demand assumption, revision to operating expense line items, reserve fund levels, Capital Improvement Program (CIP) updated to target reserve levels, updates for the presentation for the upcoming Public Hearing, and the Proposition 218 Notice.

Proposition 218 Notification for Proposed Water Rates and Charges – Mr. Mitchell reported that CVWD is required to notify all of its customers about proposed changes in the water rates and charges and allow customers an opportunity to protest the proposed rate increases as outlined in the provisions of Proposition 218. Staff has prepared the final Proposition 218 notification letter for review and discussion by the Board of Directors which includes a 6.9% increase in both the fixed and commodity rates for water. After the final Prop 218 notice is approved, staff will prepare the notice to be sent to property owners by April 27, 2018.

Following discussion:

It was moved by Director Claessens, seconded by Director Erickson and carried by a 5-0 vote to approve the Proposition 218 Notices for Water Rates and Charges and to authorize staff to mail said notices as edited and with possible added edits approved by legal counsel.

INFORMATION ITEMS – CV Weekly – article regarding CVWD budget workshop held on March 27, 2018, press release regarding MWD Board approval for additional funding for full scale, two tunnel California Water Fix, and copies from what has appeared on the Next door website.

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL

GENERAL MANAGER – Mr. Gould reported there has been 10.32” of rain so far through March, with nothing so far in April. Water production is 54% imported and 46% ground water, and water demand is down by 13% from March 2017 due to the shutdown and rainfall. We are working on three projects, Well 2, Oak Creek, and Brookhill. There was a main break at the 3200 Block of Alabama, and so far to date we have replaced 549 meters this year.

Mr. Mitchell reported that there are no employee anniversaries for April. The District as of today has gone 1,400 days without a lost time accident. The new Customer Service Clerk, Tessa Allmon started work on March 19, 2018, and staff selected Arturo Montes for the Accounting Clerk position and he will begin working for the District on April 23, 2018. Mr. Mitchell provided an updated CVWD Directors expense report for April.

ATTORNEY – No Report

REPORTS OF COMMITTEES

Engineering Committee – Mr. Gould reported that the Committee will meet on April 19, 2018 at 9:00 am.

Finance Committee – Director Bodnar reported that the Committee met on April 9, 2018 and reviewed the draft for the FY 2018-19 Water & Wastewater budget, the draft Proposition 218 Notice, and alternative revenue sources.

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

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

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

Emergency Planning Committee – Mr. Gould reported that the Committee met on April 4, 2018 at 6:00 PM and discussed the CVWD Emergency Response Plan, the status of CVWD’s emergency electrical generators, FMWD Mutual Aid Agreement, and Rosemont Reservoir – community water station.

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

DIRECTORS ORAL REPORT

Director Bodnar reported he attended the MWD Board Meeting today from 12:00 to 4:00 PM. They approved \$11 billion for 2 tunnels for the California Water Fix project. Most of the public who spoke were in support of the tunnels; however there were concerns over the added costs for lower income communities. The larger agencies, such as Los Angeles Department of Water and Power, San Diego County Water Authority, Santa Monica, and San Fernando, did not support the project.

Director Claessens – No Report

Director Tejeda – No Report

Director Putnam – No Report

Director Erickson asked if the Hometown Fair will be on April 21, 2018.

CLOSED SESSION – No reportable action

ADJOURNMENT

There being no other business to come before the Board at 9:50 p.m., it was moved by Director Tejada, seconded by Director Claessens and carried by a 5-0 vote that the meeting be adjourned to April 24, 2018 at 6:00 p.m.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

MARCH 2018



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	3/1	Los Angeles County Public Works	Excavation permit for 2402 Janet Lee & 3138 Brookhill	4,791.00	
0	3/8	Los Angeles County Public Works	Excavation permit for 2747 Community & 5919 Canyonside	1,030.00	
0	3/13	Los Angeles County Public Works	Excavation permit for 2452 Upper Terrace	515.00	
0	3/21	Los Angeles County Public Works	Excavation permit for 2446 Mountain & 2633 Foothill	1,030.00	
0	3/27	CalPERS	Retirement contributions - 03/2018	20,972.63	12,227.62
0	3/27	Southern California Edison Co.	Power purchased 03/2018	21,075.05	260.70
37139	3/8	Adventist Health	Hep B vaccine for Jake Whittaker	97.50	32.50
37140	3/8	All American Landscape Co.	Monthly landscape maintenance 03/2018	217.50	72.50
37141	3/8	Allen Pipeline, Inc.	Welding at Nitrate plant	985.00	329.00
37142	3/8	Ameripride Uniform Services, Inc	Uniform Rentals for 02/2018	778.59	259.52
37143	3/8	Anawalt Lumber & Materials Co.	Misc hardware for 02/2018	283.14	76.87
37144	3/8	CCS Interactive, Inc.	Monthly web hosting 03/2018	78.75	26.25
37145	3/8	Cerdant, Inc.	Monthly network security service 03/2018	206.25	68.75
37146	3/8	City of Glendale Police Dept	Alarm permit renewal and false alarm for 02-28-18	206.25	68.75
37147	3/8	Coastline Equipment Co.	Unit #15 - Perform 5000 hour service (all fluids & filters)	2,102.04	700.68
37148	3/8	Colonial Life & Accidents Ins.	Employee paid insurance for 03/2018	183.61	
37149	3/8	Dataprose LLC	Printing & postage for control 1-4 02/2018	1,000.24	1,000.23
37150	3/8	Dell Financial Services	Contract lease 03/2018	727.71	242.57
37151	3/8	Raymond Dodge	Longevity pay for 25 years of service	187.50	62.50
37152	3/8	EmbroidMe	New shirts for Darlene w/ CVWD logo	116.46	38.81
37153	3/8	Eurofins Eaton Analytical Inc.	Water analysis	576.00	
37154	3/8	Fire Master	Cost for annual maintenance of fire extinguisher & training	773.10	257.70
37155	3/8	First Choice	Coffee service Plant & Office 02/2018	165.51	165.50
37156	3/8	Gsolutionz Professional Services	Landline lease for 03/2018	317.42	105.81
37157	3/8	Hamilton Tool & Engineering	Steel nipples for 4", 6", & 8" pipe for stock	1,456.35	
37158	3/8	J's Maintenance	Janitorial service 02/2018	1,444.50	481.50
37159	3/8	Stephen P. Korejwo	Reimbursement for computer equipment for lift station		438.80
37160	3/8	Martin Lyons	Refund Check	21.41	

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37161	3/8	McCall's Meter Sales & Service	Replacement parts for flow meters at booster stations	215.70	
37162	3/8	Medora Corporation	Power converter for Ordunio Reservoir	113.22	
37163	3/8	Municipal Maintenance Equipment, Inc.	Unit #23 - complete shifter assembly replacement	196.38	65.46
37164	3/8	Newegg, Inc.	Computer equipment, power supplies & adapters, (6) UPS's	1,535.03	
37165	3/8	O'Reilly Auto Parts	Misc supplies 02/2018	46.78	26.54
37166	3/8	Office Depot - Credit Plan	Misc supplies 02/2018	50.37	50.36
37167	3/8	Paper Cuts, Inc	Monthly shredding 02/2018	2.50	2.50
37168	3/8	Plumbers Depot Inc	Unit #53 - Vactor truck tiger tail 3" with rope		263.35
37169	3/8	Ramco	Bobtail loads 02/2018	900.00	
37170	3/8	Royal Industrial Solutions-Chatsworth	Galvanized conduit, wire, & flex connectors for stock	235.55	235.52
37171	3/8	Christy Joana Scott	Longevity pay for 15 years of service	112.50	37.50
37172	3/8	Simpler Systems	Monthly maintenance 03/2018	375.00	125.00
37173	3/8	Spectrum Business	Data Communication 02/2018 Glenwood	2,150.15	716.70
37174	3/8	Spectrum Business	Data Communication 02/2018 Office	2,133.85	711.28
37175	3/8	Talley Inc.	Custom cable assembly for La Granada Lift Station		119.47
37176	3/8	Tesco Controls, Inc	SCADA - Relocate RTU temporary location @ Ordunio Res.	2,946.00	982.00
37177	3/8	The Gas Company	Gas purchased 02/2018 Mills house, Plant & Office	273.73	91.26
37178	3/8	Traffic Management, Inc.	Safety cones, bases, and reflective tape	206.66	68.05
37179	3/8	Underground Service Alert/SC	Underground notification 02/2018	189.41	63.14
37180	3/8	UPS	Shipping charges	19.37	19.36
37181	3/8	Vision Service Plan Co-(CA)	Group vision 03/2018	289.17	192.78
37182	3/8	Waste Management - Sun Valley	Disposal service @ Plant & Office 03/2018	865.96	288.65
37183	3/8	Western Water Works	80' of schedule 40 PVC pipe	586.92	
37184	3/8	Cory Whitman	Longevity pay for 25 years of service	187.50	62.50
37185	3/13	ADS, LLC	Monthly sewer flow monitoring 02/2018		1,670.00
37186	3/13	Adventist Health	Pre-employment physical for Maritess Allmon	96.00	32.00
37187	3/13	Affordable Generator Services, Inc.	Main office generator rental 01/25/18 to 02/22/18	1,627.10	
37188	3/13	Aflac	Employee paid insurance for 03/2018	1,406.69	
37189	3/13	Airgas USA, LLC	Cylinder rental, teflon tape, & safety glasses	660.75	254.46
37190	3/13	Allen Pipeline, Inc.	Welding for (2) 6" valve replacement at Janet Lee & Briggs	1,140.00	
37191	3/13	AMEC Foster Wheeler Environment	E-985 CVC Park Stormwater services through 02/02/18	2,606.65	
37192	3/13	ARC	Monthly MPS billing 02/2018	972.53	324.17
37193	3/13	Associated Soils Engineering	E-956 Well 2 geotechnical services through 01/31/18	1,730.00	
37194	3/13	Astra Industrial Services, Inc	Back flow test kit	60.46	
37195	3/13	Regino Avalos	Monthly landscape maintenance 03/2018	879.37	125.63

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37196	3/13	AW Direct, Inc	Unit # 21 Truck light mounting cabinet	157.35	52.44
37197	3/13	Burke, Williams, & Sorensen, LLP	Legal Services through 01/31/2018	5,234.74	1,744.91
37198	3/13	California Building Evaluations & Const	E-956 Well 2 progress payment #4	100,875.52	
37199	3/13	CalPERS	Contributions for prefunding OPEB	100,000.00	
37200	3/13	Cannon	E-956 Well 2 inspection services through 01/31/18	34,464.20	
37201	3/13	Cargill, Inc - Salt Division	24.8 tons bulk solar salt	3,201.66	
37202	3/13	City of Glendale	Glendale Utility Tax 02/2018	26,424.47	
37203	3/13	City of Glendale	Monthly billing for Rockhaven Well lease 01/2018	25,776.37	
37204	3/13	City of Glendale	Water system fees (ULARA)	2,724.29	
37205	3/13	Contractor Compliance & Mont Inc.	E-956 Well 2 - Labor compliance 01/2018	313.75	
37206	3/13	Dangelo Company	4 - 6" gate valves	2,597.34	
37207	3/13	Daniels Tire Service	Unit #19 - 4 new tires for John Deere tractor	5,683.04	1,894.35
37208	3/13	Eurofins Eaton Analytical Inc.	Water analysis	342.00	
37209	3/13	Grainger	Safety signs and tape	96.61	59.03
37210	3/13	Graybar Electric Co., Inc.	2 - APC smart UPS's	743.83	
37211	3/13	Great America Leasing Corp.	Kyocera Copier lease 03/2018	218.46	218.45
37212	3/13	Harper & Associates Eng, Inc	E-970 Services through 01/31/2018	10,274.00	
37213	3/13	J&R Concrete Products, Inc	15 - Steel diamond plate covers with hinged lids	3,960.62	
37214	3/13	Jobs Available Inc.	Membership renewal 2018	33.75	11.25
37215	3/13	John Robinson Consulting, Inc.	M-965 Grant assistance CVC Park Stormwater 01/2018	3,300.00	
37216	3/13	Just Tires, Inc.	Unit #49 - 4 new tires		1,032.74
37217	3/13	Lagerlof, Senecal, Gosney & Kr	PWAG Emergency Planning Coordinator costs	982.75	327.58
37218	3/13	Microflex Corporation	Safe grip large exam gloves for wastewater		533.70
37219	3/13	Orchard Supply Hardware	Miscellaneous supplies 02/2018	181.54	50.25
37220	3/13	Paveco Construction Inc	List 2017-18-07 - paving in various locations	22,775.21	
37221	3/13	Plumbers Depot Inc	3/4" airhose with fittings and 30 gallons of oil		374.37
37222	3/13	Royal Industrial Solutions-Chatsworth	Galvanized conduit & insulated flex connectors for stock	292.46	292.42
37223	3/13	Royal Industrial Solutions-Chatsworth	E-956 Well 2 Storage fee for Nov 2017 - February 2018	4,190.00	
37224	3/13	St Water Resource Control Brd.	Water system fees 7/1/17 to 6/30/18	25,904.00	
37225	3/13	Sully-Miller Contracting Co.	8.07 tons cold patch	807.48	
37226	3/13	Talley Inc.	Male & female crimp connectors for stock	50.80	
37227	3/13	Judy Tejeda	Mileage reimbursement -Energy & Water Green Living Conf .	97.50	32.50
37228	3/13	Univar USA Inc	1,545 gallons of liquid bleach	2,746.76	
37229	3/13	Vulcan Materials Company	533 tons of aggregated asphalt	8,615.86	
37230	3/13	Water Well Redevelopers Inc	E-987 Sonar-jet Well #10	4,600.00	

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37231	3/19	Ron Mitchell	Health Reimbursement	143.24	95.49
37232	3/21	Dennis A. Maxwell, Jr	Health Reimbursement	203.23	135.49
37233	3/21	Advanced Industrial Serv. Inc	E-970 Progress payment 1 - Oak Creek Reservoir	64,742.50	
37234	3/21	Diana Aivazian	Refund Check	87.69	
37235	3/21	AT&T	Land line communication 02/2018	183.45	61.15
37236	3/21	AT&T Mobility	Cell phone service 02-018-18 to 03-07-18	1,079.82	359.94
37237	3/21	James Bodnar	Reimbursement for supplies for GM interviews	95.58	31.85
37238	3/21	Cargill, Inc - Salt Division	25 tons of solar salt	3,177.25	
37239	3/21	Choice Pest Control	Monthly service at Mills house & Well 9	90.50	12.50
37240	3/21	City of Glendale Water & Power	Power purchased 03/2018	27,693.16	31.54
37241	3/21	City of Los Angeles	Capital & O & M portion of Asssc		170,826.00
37242	3/21	Do-it Center	Miscellaneous hardware 02/2018	133.01	61.99
37243	3/21	E&M Electric & Machinery, Inc.	E-939 SCADA upgrade	12,280.00	
37244	3/21	Employee Relations Network	Background check for Maritess Allmon	22.39	7.46
37245	3/21	Eurofins Eaton Analytical Inc.	Water analysis	660.00	
37246	3/21	First Baptist Church of La Crescenta	Refund Check	226.65	
37247	3/21	Foothill Municipal Water	Purchased water for Feb 2018	264,422.34	
37248	3/21	Mary Harper	Refund Check	100.00	
37249	3/21	Harper & Associates Eng, Inc	E-970 Services thorough 02/2018	12,622.00	
37250	3/21	Impact LA LLC	Cost for copies from 12/15/17 to 3/14/18	679.05	679.04
37251	3/21	John Robinson Consulting, Inc.	M-965 Grant assistance through 02/2018	6,000.00	
37252	3/21	Young Hee Joung	Refund Check	37.04	
37253	3/21	Yang Sook Kim	Refund Check	71.47	
37254	3/21	LA Dept Water and Power	Power purchased 03/2018	48.57	
37255	3/21	Lagerlof, Senecal, Gosney & Kr	Legal services 02/2018	9,779.00	1,250.00
37256	3/21	Leo's All Sports Bar	Refund Check	64.67	
37257	3/21	LJ's Access Systems, Inc.	Maintenance for security gates - Glenwood, Hermosa, Encinal, Mills	450.00	150.00
37258	3/21	Dennis A. Maxwell, Jr	Unit #51 Reimbursment for repairs to side door	71.25	23.75
37259	3/21	Napa Auto Parts	1 quart of lub oil and cap		34.49
37260	3/21	Paveco Construction Inc	List 2017-18-10 paving at various locations	6,883.25	
37261	3/21	Sylvia Quinonez Trevino	Refund Check	52.99	
37262	3/21	Rossmoyne Properties Inc.	Refund Check	45.34	
37263	3/21	Royal Industrial Solutions-Chatsworth	2 hole strut fit, cable and wire for stock	85.27	85.26
37264	3/21	Sawyer Petroleum	778.8 gallons of clear diesel fuel	2,039.57	679.85
37265	3/21	Shell	Gas purchased 02/2018	1,568.42	522.80

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37266	3/21	Spectrum Business	Data communication 03/2018 Glenwood	269.96	89.98
37267	3/21	Trench Shoring Company	Steel plates for Janet Lee valve replacement project	422.50	
37268	3/21	Wells Fargo Card Services	Hass: Monthly recurring charges, tools, software, cellphones & supplies, hardware, SCADA hardware	1,851.21	1,154.04
37269	3/21	Wells Fargo Card Services	Maxwell: Parts for Unit #23 & Unit #51, covers for portable generators, dinner for crews working on main leak	578.50	155.49
37270	3/21	Wells Fargo Card Services	Mitchell: ACWA Spring Conf (reg), Board meeting dinner, ad for Accounting Clerk position	768.25	258.76
37271	3/21	Wells Fargo Card Services	Scott: Bags for lab testing, Community All Stars ad, Board meeting dinner	1,047.30	37.27
37272	3/21	Wells Fargo Card Services	Bodnar: ACWA Legislative Symposium (reg)	183.75	61.25
37273	3/21	Wells Fargo Card Services	Erickson: ACWA Spring Conf (reg)	524.25	174.75
37274	3/21	Wells Fargo Card Services	Tejeda: ACWA Spring Conf (reg)	524.25	174.75
37275	3/26	Mark Hass	Health reimbursement	74.19	49.46
37276	3/27	ACWA Joint Powers Ins Authority	Group Health for 04/2018	36,153.38	23,580.11
37277	3/27	ACWA/JPIA	Workers comp for 10/01/17 to 12/31/17	19,782.20	13,188.14
37278	3/27	ACWA/JPIA	Excess Crime program 04/01/18 to 04/01/19	475.00	475.00
37279	3/27	American Water Works Assoc.	Membership renewal for Raymond Dodge 00602754	105.00	
37280	3/27	APTwater, LLC	E-956 Well 2 ARoNite shipment	93,750.00	
37281	3/27	Regino Avalos	Trim bushes and shrubs at Cresta Heights and Rosemont Res.	675.00	
37282	3/27	James Bodnar	Reimbursment for ACWA Legislative Symposium	121.43	40.48
37283	3/27	Burke, Williams, & Sorensen, LLP	Professional services through 02/2018	4,580.84	1,526.95
37284	3/27	California Building Evaluations	E-956 Well 2 - Progress payment #3	117,542.16	
37285	3/27	Colonial Life & Accidents Ins.	Employee paid insurance for 04/2018	183.61	
37286	3/27	Cypress Ancillary Benefits	Group dental 02/2018 and 03/2018	1,930.61	1,287.07
37287	3/27	Fire Master	Annual maintenance fire extinguisher	56.25	18.75
37288	3/27	First Choice	Coffee Service Plant & Office 03/2018	145.52	145.50
37289	3/27	Grainger	Unit #52 -Forklift side view mangectic mirros	121.34	40.44
37290	3/27	Impact LA LLC	Cost for copies at Glenwood from 12/15/17 to 3/14/18	88.61	88.60
37291	3/27	Mimecast North America, Inc.	Email security for 03/2018	262.50	87.50
37292	3/27	Sully-Miller Contracting Co.	Minimum load charge for cold mix	24.64	
37293	3/27	The Gas Company	Gas purchased 03/2018 Office	150.14	50.04
37294	3/27	Vision Service Plan Co-(CA)	Group Vision for 04/2018	289.17	192.78
37295	3/27	Water Well Redevelopers Inc	E-956 Well 2 video log	765.00	
37296	3/27	Christy Joana Scott	Settlement with District		14,500.00

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37297	3/29	Los Angeles County Assessor	DVD of addresses for Prop 218 notices for FY 2018/19	36.96	12.32
			Subtotal	\$ 1,183,138.39	\$ 262,506.26
			Total Disbursements for March 2018		\$ 1,445,644.65

<u>Paryoll Report</u>	
Directors	\$ 2,430.00
Office Regular Payroll	\$ 107,544.00
Office OT	\$ 778.00
Plant Regular Payroll	\$ 104,701.00
Plant OT & Standby	\$ 8,556.00
Employer Payroll Taxes	\$ 16,913.00
Payroll Service Charges	\$ 378.00
Total Payroll for March 2018	\$ 241,300.00

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1

April 24, 2018

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Senior Engineer
Subject: **Award of Contract** – Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992

ACTION ITEM:

1. **Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992** – Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder General Pump Company at a cost of \$21,317, establish a contingency amount of \$2,132 (10% of contract) to cover the cost of unforeseen or additional work and to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

BACKGROUND:

Encinal Booster B Pump (Encinal B) was designed to operate at 1000 gpm with a 60 Hp motor and was last rehabilitated in January 1997. The existing pump and motor assembly has been in service for over 40,000 hours, which is beyond its useful life and was included in the FY 17/18 CIP budget. CVWD could save slightly more than \$2,000 annually in electricity costs by upgrading to a new more efficient pump and motor assembly according to the most recent pump efficiency test.

Staff has determined that replacing the existing pump with a slightly smaller pump (less capacity), this will provide for more efficient operation and cost savings to the District. Encinal B is critical for the distribution of water in the hotter summer months to Oak Creek Reservoir (Zone 4), and with the new pump installed CVWD would be increasing system reliability, while minimizing operational costs going into the future.

DISCUSSION:

On March 26, 2018, staff sent out a Request for Quotes (RFQ) to seven (7) pump contractors for the replacement of the existing pump and motor assembly for Encinal Booster B. A Pre-Bid meeting was held on April 11, 2018 and there were a total of three (3) attending contractors. The bid opening for the project was held on April 18, 2018 and the results are as follows:

	<u>Bidder</u>	<u>Total Bid Amount</u>
Lowest	General Pump Company	\$ 21,317.00
2 nd	Legend Pump and Well Services	\$ 26,360.00
3 rd	Best Drilling and Pump	\$ 27,150.00

General Pump Company of San Dimas, CA, was the apparent lowest responsible bidder for the project. The engineer's estimate was \$29,500 and the low bid was 27.7% lower than the engineer's estimate. Staff has worked with General Pump Company in the past on well and booster pump projects, and the experience working with General Pump has been very positive.

RECOMMENDATION:

It is staff's recommendation to award the project to the lowest responsible bidder, General Pump Company for the Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992 for the price of \$21,317. In addition, establish a contingency amount of \$2,150 (10% of contract) to cover the cost of unforeseen or additional work. If approved, the work should be completed in mid-June 2018. This item was discussed with the Engineering Committee and the Committee recommended approval of the project.

ENVIRONMENTAL REVIEW:

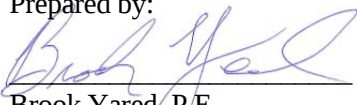
Staff is requesting that the Board find this project to be exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

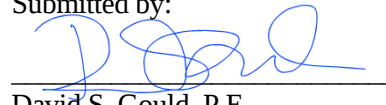
There are sufficient funds available in the following accounts for the project:

Account Description	Amount
FY 17/18 Water CIP – Booster Pumps Replacement	\$45,000
E-990 – Paschall Booster B Replacement	<\$15,249>
E-992 – Encinal Booster B Replacement	<\$21,317>
Encinal Booster B – 10% Contingency	<\$2,132>
Amount Remaining in Water CIP – Booster Pump Systems	\$6,302

Prepared by:


Brook Yared, P.E.
Senior Engineer

Submitted by:


David S. Gould, P.E.
District Engineer

Attachments:

1 – Bid Summary

g:\engineering committee\2018 ec memo\04-19-18 ecm memo - encinal booster b ac.docx

CRESCENTA VALLEY WATER DISTRICT

Page 1 of 1

Title: Replacement of Encinal Booster B Pump and Motor Assembly
 E-Job No: E-992
 Engr's Est.: \$29,500
 Proj. Manager: Brook Yared

BID LOCATION: CVWD's Main Office
 TIME: 2:00 PM
 DATE: 4/18/2018
 BY: BY CHECKED: DSG

DATE: 4/18/2018

				Engineers Estimate		General Pump		Legend Pump Services		Best Pump and Drilling	
ITEM	DESCRIPTION	QUANTITY		UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Mobilization and Demobilization	1	LS	\$1,500.00	\$1,500.00	\$3,303.00	\$3,303.00	\$5,520.00	\$5,520.00	\$2,500.00	\$2,500.00
2	Remove Existing Pump and Motor Assembly	1	LS	\$4,500.00	\$4,500.00	\$2,100.00	\$2,100.00	\$5,800.00	\$5,800.00	\$3,500.00	\$3,500.00
3	New Vertical Turbine Pump	1	Hr	\$12,000.00	\$12,000.00	\$3,899.00	\$3,899.00	\$6,152.00	\$6,152.00	\$6,650.00	\$6,650.00
4	New Vertical Turbine Motor	1	LS	\$6,500.00	\$6,500.00	\$4,424.00	\$4,424.00	\$5,173.00	\$5,173.00	\$4,500.00	\$4,500.00
5	Discharge Head, Column Pipe and Additional Equipment	1	LF	\$3,000.00	\$3,000.00	\$5,191.00	\$5,191.00	\$3,185.00	\$3,185.00	\$5,000.00	\$5,000.00
6	Field Balancing, Start-up and Testing	1	LS	\$2,000.00	\$2,000.00	\$2,400.00	\$2,400.00	\$800.00	\$800.00	\$5,000.00	\$5,000.00
				EE	\$29,500.00	LOW	\$21,317.00	2ND	\$26,630.00	3RD	\$27,150.00
						-27.7%		-9.7%		-8.0%	

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
April 24, 2018

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: Public Tours of District Facilities

ACTION ITEM:

Public Tours of District Facilities – Discussion regarding providing public tours of District facilities.

BACKGROUND:

Director Claessens requested that staff provided information regarding offering tours of CVWD's facilities to members of the public. It was suggested that Board members could sponsor the tours for selected people.

The District has previously conducted tours of its facilities for the Historical Society of Crescenta Valley and the Crescenta Valley Town Council in 2009, 2010, 2012 and 2014. Each tour had about 10 – 15 people and the District rented vans for transportation to each site. The tours generally ran from 8 am to noon and included a brief presentation on the history of the District and a walking tour of the Glenwood plant before departing to other sites. The main sites visited were Pickens Tunnel, Eagle Canyon (showing the Rosemont Preserve), Markridge Pump Station, and the Mills Plant. Other District facilities were pointed out as the tour winded its way through La Crescenta. The tour ended at the Glenwood plant for a final question and answer period.

DISCUSSION:

Staff can work with each Board member to set up a tour date, preferably on a Saturday morning, and help with signing up people. The Board member can also decide which facilities to visit and how many people can attend. The tour will be run by the District Engineer with assistance from the Operations Manager and the on-duty System Operator. Typically, staff rents a 12-seat van for the day, at a cost about \$150 per day plus a driver. The District also provides refreshments (water, snacks, etc.), which typically costs around \$75 to \$100.

A tentative schedule could be as follows:

CVWD Facilities Tour - Tentative Schedule			
Site	Action	Start	End
Glenwood Plant including Wells, Booster Pumps & Nitrate Plant	History Presentation & Walking Tour	8:00 AM	8:45 AM
Pickens	Road, Reservoir & Tunnel	8:45 AM	9:45 AM
Eagle Canyon	Reservoir, MCC, Preserve - Walking Tour	9:45 AM	10:00 AM
Shields/Edmund #2	Top of Flood Control Channel - Drive by	10:00 AM	10:15 AM
Oak Creek	Walking Tour	10:15 AM	10:30 AM
CVC Park	Stormwater Recharge Project	10:30 AM	11:00 AM
Mills Plant	House, Pumps etc..	11:00 AM	11:30 AM
Glenwood	End of Tour; Questions & Answers	11:30 AM	12:00 PM

RECOMMENDATION:

Staff will be available to provide tours as requested by each Director and the tours could start in late June or early July 2018.

ENVIRONMENTAL REVIEW:

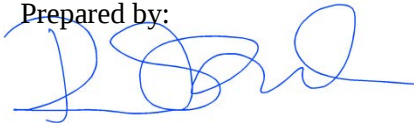
N/A

FUNDING AVAILABILITY:

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

Account Description	Cost Breakdown
FY 17/18 Budget - Community Outreach	\$12,000
Cost to date	\$2,960
Estimate Tour Costs (\$250/ea. x 5 Board Members)	\$1,250
Amount Remaining	\$7,790

Prepared by:



David S. Gould, P.E.
District Engineer

Review by:

Ron L. Mitchell
Secretary-Treasurer

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No.3

April 24, 2018

To: Honorable President and Members of the Board of Directors
From: James Lee – Finance and Accounting Manager
Subject: **Amendment to Appendix C of the District's Rules & Regulations – Non-Rate Revenues**

ACTION ITEM:

Amendment to Appendix C of the District's Rules & Regulations – Consideration and motion to adopt changes to Appendix C of the District's Rules & Regulations concerning Late Charges, Reconnection Charges, and establishing a New Account Charge.

BACKGROUND:

At the April 9, 2018 Finance Committee meeting, staff received direction to develop a recommended schedule of updated charges.

Water agencies assess non-rate charges for activities such as establishment of new accounts, assessments for late payments, and water meter turn-offs and turn-ons for delinquent accounts. The District's Appendix C of the Rules & Regulations outlines charges for late payments and delinquent reconnections.

These charges have not been updated in over ten years. They are significantly below the level that other agencies charge their customers, and staff recommends that they be updated to reflect the current cost that these activities incur on the District. There are currently no charges for the establishment of new accounts, and it is also staff's recommendation that these be added to the amended schedule of charges.

Staff's recommended level of charges is estimated to generate approximately \$80,000 in additional non-rate revenues annually.

DISCUSSION:

Staff developed a two-prong approach: 1) an analysis for how much each activity costs the District in terms of personnel hours; and 2) a survey of neighboring and comparable water agencies to ensure that charges that may be adopted by CVWD are in line with others.

Activities that require a physical action by the District's utility crew are differentiated according to "regular hours" and "afterhours" – e.g., turn-ons and reads for new accounts and delinquent turn-offs/ons. The utility crew's regular work hours end at 3:30pm, and same-day turn-ons afterhours incurs overtime costs and also requires staff to reprioritize its normal activities.

The above analyses are included as Attachments A & B, and they are summarized in the table below.

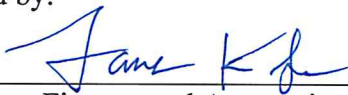
Activity	Current Charge	Proposed Charge
New Service - <i>same day, before 3:30pm</i>	-	\$40
New Service - <i>same day, after 3:30pm</i>	-	\$60
Late Payment - <i>reminder & final notice</i>	\$15	\$25
Delinquent Turn-Off & Turn-On - <i>same day, before 3:30pm</i>	\$25	\$75
Delinquent Turn-Off & Turn-On - <i>same day, after 3:30pm</i>	\$25	\$125

RECOMMENDATION:

Staff recommends the implementation of updated charges and requests that the Board provide direction with respect to the level of charges. Late and delinquent reconnection fees may be implemented upon approval by the Board.

Staff is concurrently developing an update to policies and procedures to allow online setup for new accounts, as all new accounts must be set up in person. Staff recommends that the charges for new accounts be brought back to the Board for approval once the associated policies and procedures are updated.

Prepared by:



James Lee, Finance and Accounting Manager

Submitted by:



Ron L. Mitchell, Secretary-Treasurer

ATTACHMENT A - Non-Rate Revenue Review for FY 2018-19 - New accounts, late payments and reconnections

Cost Allocation Analysis, April 2018

Step 1 - Survey agencies

Step 2 - Historical data

Step 3 - Sensitivity analysis for varying levels of fees

Step 4 - Develop basis of fees - e.g. allocation of personnel hours

Step 5 - Formulate and implement policy and fee schedule

Weighted Average of Personnel Impact (\$ hourly)	Avg. Hourly		
CS Group (WH @ 20%, PL @ 15%, TA @ 45%, JL @ 10%, AM @ 10%)	\$29.46	1.0	= 60 min
CS - WH	\$38.58	0.5	= 30 min
CS - PL	\$30.75	0.25	= 15 min
CS - TA	\$19.25	0.125	= 7.5 min
CS Rep / Meter Reader (SD @ 35%, JO @ 65%)	\$30.43		
Standby (DR @ 25%, DI @ 25%, RW @ 25%, JO @ 25%)	\$29.90		
Plant Supervisor (DM @ 50%, BJ @ 50%)	\$52.87		

New Service - same day, before 3:30pm

	CS Group	CS - WH	CS - PL	CS - TA	CS Rep / Meter Reader	Standby	Plant Sup	Total
1. Application - form, ID, deposit, service request etc	0.25							
2. Intake - billing, system, filing			0.5					
3. Turn on / read		0.125			0.25		0.125	
	\$7.36	\$4.82	\$15.38	\$0.00	\$7.61	\$0.00	\$6.61	\$41.78

New Service - same day, after 3:30pm

	CS Group	CS - WH	CS - PL	CS - TA	CS Rep / Meter Reader	Standby	Plant Sup	Total
1. Application - form, ID, deposit, service request etc	0.25							
2. Intake - billing, system, filing			0.75					
3. Turn on / read		0.125				1	0.125	
	\$7.36	\$4.82	\$23.06	\$0.00	\$0.00	\$29.90	\$6.61	\$71.76

Late Payment - reminder & final notice

	CS Group	CS - WH	CS - PL	CS - TA	CS Rep / Meter Reader	Standby	Plant Sup	Total
1. Late list, reminder				0.125				
2. Courtesy notice, reminder				0.25				
3. Late list, final				0.125				
4. Courtesy notice, final				0.25				
5. General - phone, misc admin	0.25	0.125						
	\$7.36	\$4.82	\$0.00	\$14.44	\$0.00	\$0.00	\$0.00	\$26.62
							Printing, reminder:	\$1.50
							Printing, final:	\$1.50
							Deterrence factor (intangible):	\$5.00
							Total:	\$34.62

Delinquent Turn-Off & Turn-On - same day, before 3:30pm

	CS Group	CS - WH	CS - PL	CS - TA	CS Rep / Meter Reader	Standby	Plant Sup	Total
1. Late list				0.125				
2. Courtesy notice, 2nd				0.125				
3. Turn-off, service request, etc.		0.125			0.5		0.125	
4. Reinstate in system	0.125							
5. Turn-on, service request, etc.	0.125	0.125			0.75		0.125	
6. General - phone, misc admin	0.5							
	\$22.09	\$9.65	\$0.00	\$4.81	\$38.03	\$0.00	\$13.22	\$87.80
							Printing, reminder:	\$1.50
							Printing, final:	\$1.50
							Deterrence factor (intangible):	\$10.00
							Total:	\$100.80

Delinquent Turn Off & Turn-On - same day, after 3:30pm

	CS Group	CS - WH	CS - PL	CS - TA	CS Rep / Meter Reader	Standby	Plant Sup	Total
1. Late list				0.125				
2. Courtesy notice, 2nd				0.125				
3. Turn-off, service request, etc.		0.25			1		0.25	
4. Reinstate in system	0.125							
5. Turn-on, service request, etc.	0.125	0.25				2	0.25	
6. General - phone, misc admin	0.75							
	\$29.46	\$19.29	\$0.00	\$4.81	\$30.43	\$59.80	\$26.44	\$170.23
							Printing, reminder:	\$1.50
							Printing, final:	\$1.50
							Deterrence factor (intangible):	\$20.00
							Total:	\$193.23

ATTACHMENT B - Survey & Analysis of Non-Rate Revenues - New accounts, late payments and reconnections

CVWD - Current

New Service	\$0.00	Notes: - On average, CVWD turns meters for new accounts on within the hour - On average, CVWD completes delinquent turn-ons within the hour - Customer service provides two reminder notices in the mail, a reminder call, and a final call
Same-Day Turn-On	\$0.00	
Late Payment	\$15.00	
Reconnection	\$25.00	

Glendale Water & Power

New Service	\$15.00
Same-Day Turn-On (addtl. \$36)	\$51.00
Late Payment	\$25.00
Reconnect, 24 hrs	\$25.00
Reconnect, Same-Day (addtl. \$50)	\$75.00

Pasadena Water & Power

New Service	\$20.29
Same-Day Turn-On (addtl. \$40.58)	\$60.87
Late Payment	3% of balance
Reconnect, 24 hrs	\$40.58
Reconnect, Same-Day (addtl. \$40.58)	\$81.16

Burbank Water & Power

New Service	\$0.00
Same-Day Turn-On	\$50.00
Late Payment	1.5% of balance
Reconnect, 24 hrs	\$30.00
Reconnect, Same-Day (addtl. \$30.00)	\$60.00

Rowland Water District

New Service	\$45.00
Same-Day Turn-On	same
Late Payment	\$10 or 1.5%
Doorhanger Fee	\$45.00
Reconnect before 3:30pm (addtl. \$90)	\$135.00
Reconnect after 3:30pm (addtl. \$115)	\$160.00

La Canada Irrigation

New Service	\$10.00
Same-Day Turn-On	same
Late Payment	\$0.00
Reconnect	\$100.00

Azusa Light & Water

New Service	\$45.00
Same-Day Turn-On	\$85.00
Late Payment	\$7.50 or 5%
Reconnect before 4:00 pm (addtl. \$45)	\$52.50
Reconnect after 4:00pm (addtl. \$85)	\$92.50

CVWD - Proposed

Proposed New Account Fee:	\$50	No current new account fee
Current Revenue:	\$0	
Proposed Revenue:	\$32,050	
Addtl. Revenue:	\$32,050	

Proposed Late Fee:	\$25	Diff: \$10
Current Revenue:	\$46,835	
Proposed Revenue:	\$78,058	
Addtl. Revenue:	\$31,223	

Proposed Reconnection Fee:	\$100	Diff: \$75
Current Revenue:	\$5,408	
Proposed Revenue:	\$21,633	
Addtl. Revenue:	\$16,225	

TOTAL ADDL. REVENUE: \$79,498

APPENDIX C
CRESCENTA VALLEY WATER
DISTRICT
MISCELLANEOUS CHARGES AND
DISTRICT FORMS

CRESCENTA VALLEY WATER DISTRICT

APPENDIX C

MISCELLANEOUS CHARGES AND DISTRICT FORMS

New Account Fee \$40.00 – during office hours

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\$60.00 – after office hours or weekends

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Deposit Fee [Per Article 7.02.C] \$100.00

Automatic Payment Fee \$0.25/Transaction

Late Charge [Per Article 8.04.D] \$125.00

Reconnection Charge [Per Article 8.03.F(1)] \$275.00 - during office hours

\$40125.00 - after office hours or weekends

\$50.00 - plus cost of new lock and District labor and materials to repair damage for unauthorized turn-on.

Returned Check Charge [Per Article 8.03.F(2)] \$35.00

Meter Test Charge [Per Article 8.03.F(3)] \$50.00

Pulled Meter Charge [Per article 8.03.F(4)] \$50.00

Unauthorized Water Use [Per Article 8.03.F(5)] \$1,000.00

Turn off at Main [Per Article 8.03.F(6)] Actual cost to District

Plan Check Fees [Per Article 11.01.D] Parcel Maps \$100.00

Subdivisions of 1 to 9 \$200.00

Parcels or dwelling units

10 - 19 units \$300.00

20 or more units \$400.00

Fire Hydrant Test Fee [Per Article 11.13.C] \$300.00

Installation of Water Services [Per Article 7.05A]:

The applicant will be charged an amount estimated to be the actual costs to the District of the installation and material for a service connection. An initial deposit will be required with a final payment or credit due upon completion.

Damaged Water Service Lateral Replacement [Per Article 8.02 I]

Prorated to remaining 50-year service life

Minimum Charge: \$500.00

Copies of District Records [Per Article 11.01] \$0.15/page after first ten pages*

*Members of the public are entitled to a maximum of ten (10) pages copied within any 60-day period at no charge.

Other Charges:

Where the District determines that a charge is appropriate for a particular service provided, which charge is not specified herein, the General Manager shall determine the amount to be charged the Customer.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No.4

April 24, 2018

To: Honorable President and Members of the Board of Directors
From: James Lee – Finance and Accounting Manager
Subject: **FY 2018-19 Water and Wastewater Budget Update – Peer Agency Survey**

ACTION ITEM:

FY 2018-19 Water and Wastewater Budget Update – Discussion of updates made to the survey of rates for peer agencies to be presented in connection with the FY 2018-19 Water and Wastewater Budgets.

REPORT:

At the April 10, 2018 Board meeting, staff received direction to update the survey of rates for peer agencies. Peer agencies are deemed as those that neighbor the District geographically, are members of the Foothill Family of water agencies, or share demographic and topographical similarities with CVWD.

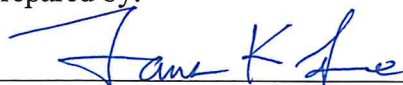
The purpose of discussed updates is to more closely reflect the concerns of ratepayers, and they include:

- 1) Removal of reference to proposed rate increase ¹;
- 2) Addition of two Foothill Family agencies, Mesa Crest Water Company and Valley Water Company;
- 3) Removal of City of Beverly Hills;
- 4) Callouts for number of customers per agency; and
- 5) Callouts for each agency's primary source of water, whether groundwater, imported water through a wholesale agency such as Foothill Municipal Water District (FMWD), or a direct connection to Metropolitan Water District of Southern California (MWD).

The above updates were incorporated. Las Flores Water Company, an additional Foothill Family agency, was added as well.

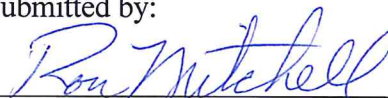
The updated and original peer agency surveys are attached.

Prepared by:



James Lee, Finance and Accounting Manager

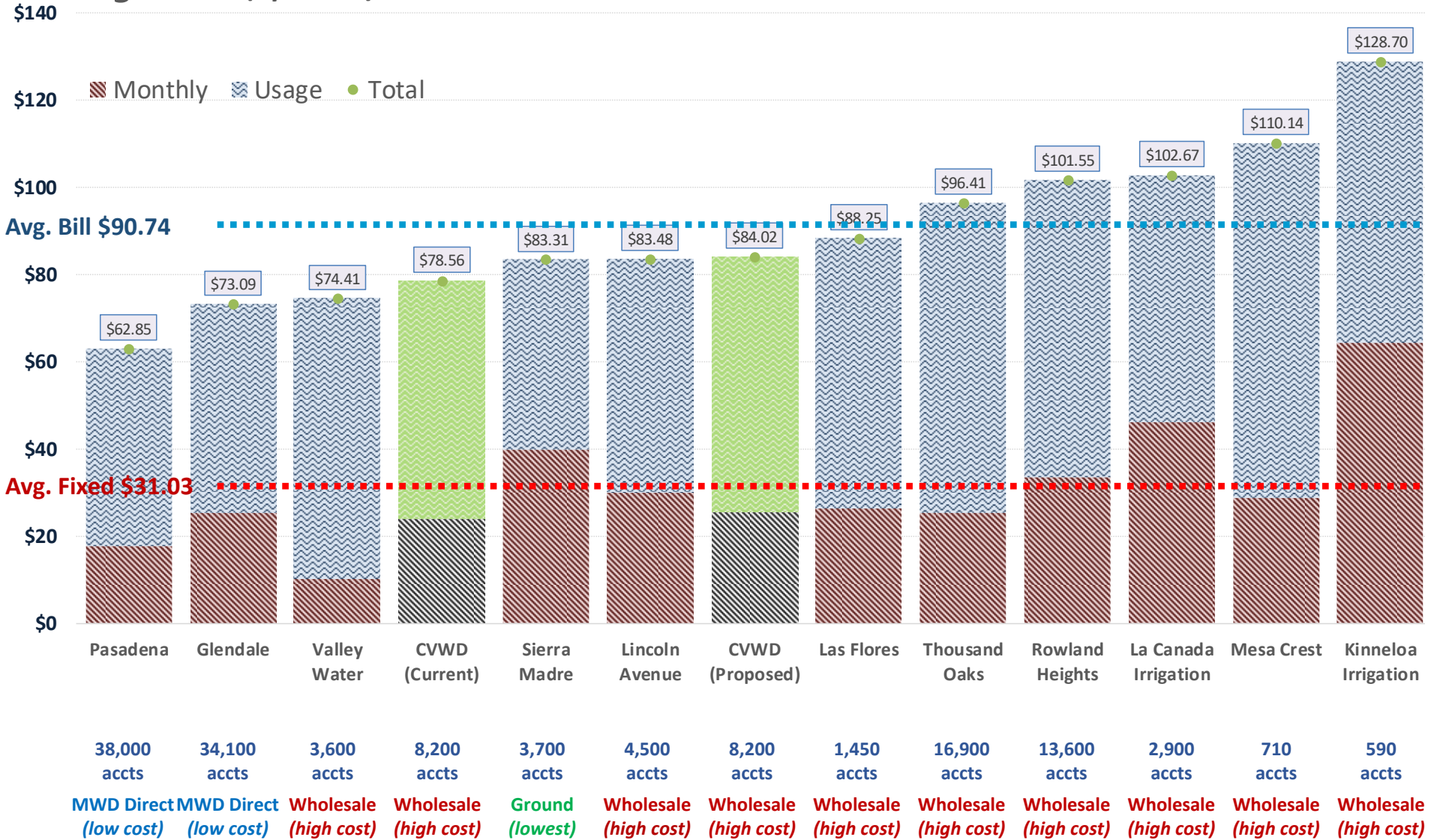
Submitted by:



Ron L. Mitchell, Secretary-Treasurer

¹ The original reference was for a 7.9% increase. The updated survey reflects the 6.9% increase reflected in the Proposition 218 Notice.

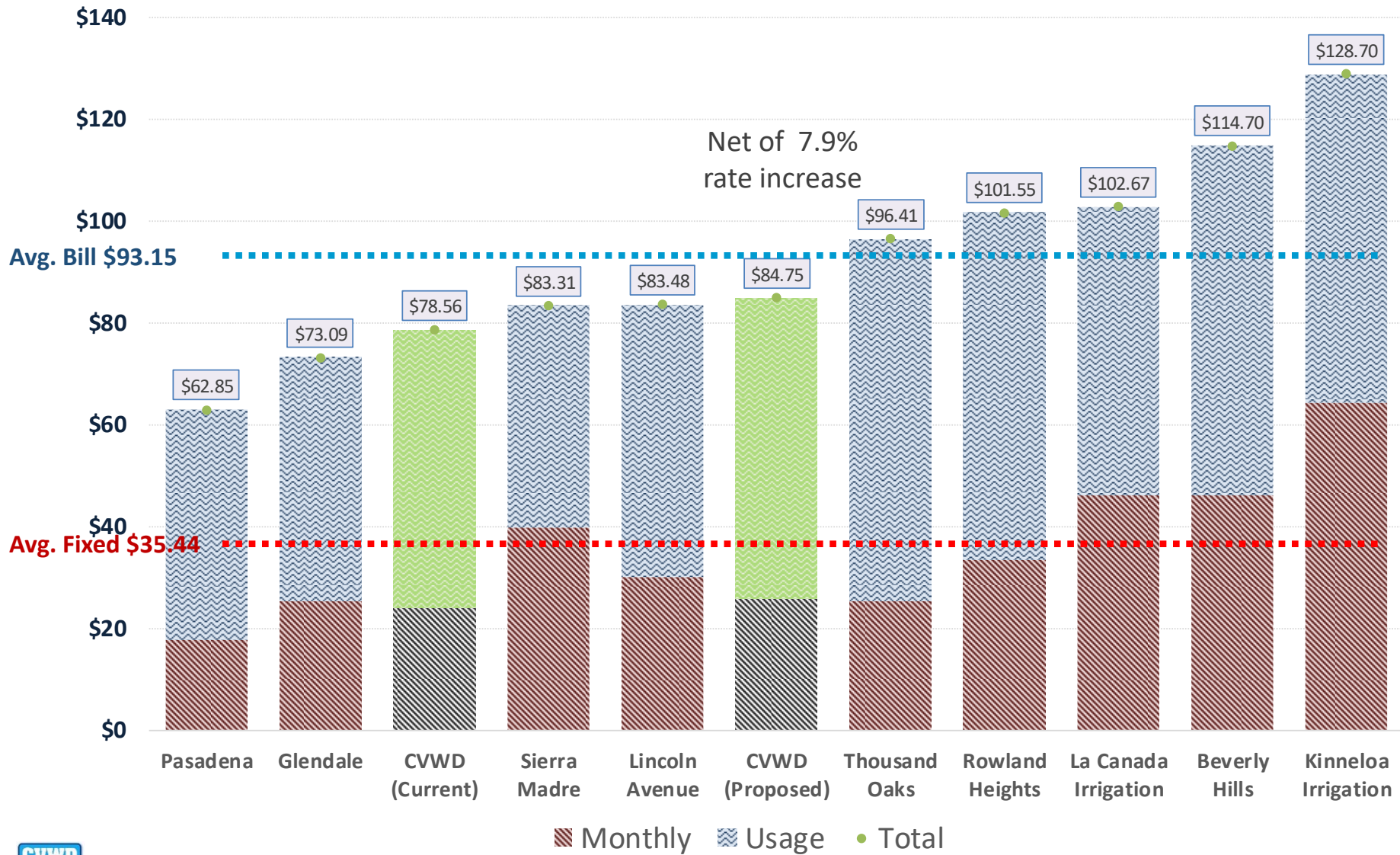
Peer Agencies (updated)



- **MWD Direct** – has a direct connection to MetWater; water purchases cost ~30% less than wholesale
- **Wholesale** – purchases from a wholesaler; water purchases cost ~30% more than MWD direct agencies
- **Groundwater** – all water is pumped from the ground; less than half the cost of purchased water



Peer Agencies (original, from 4/10/18 BOD meeting)



RECEIVED

APR 12 2018

*Lagerlof Senecal
Gosney & Kruse, LLP*

CRESCENTA VALLEY
WATER DISTRICT

*Written
Communication*

301 NORTH LAKE AVENUE, 10TH FLOOR
PASADENA, CALIFORNIA 91101
PHONE: (626) 793-9400 • FAX (626) 793-5900

William F. Kruse
E-MAIL: WFKRUSE@lagerlof.com

MEMORANDUM

To: Los Angeles County Independent Special Districts
From: William F. Kruse, Special Counsel
Date: APRIL 9, 2018
Subject: Election Results; LAFCO Representative and LAFCO Alternate

The election for LAFCO Representative and LAFCO Alternate closed as of 5:00 p.m. on April 6, 2018. 30 valid ballots were cast for LAFCO Representative and 28 valid ballots were cast for LAFCO Alternate. The results are as follows:

LAFCO REPRESENTATIVE

E.G. "JERRY" GLADBACH received 27 votes

DON PARAZO, M.D. received 3 votes

Mr. Gladbach will serve as LAFCO Representative with his term ending in May 2022.

LAFCO ALTERNATE

JOSEPH T. RUZICKA received 22 votes

DON PARAZO, M.D. received 6 votes

2 ballot envelopes did not contain a vote for Alternate

Mr. Ruzicka will serve as LAFCO Alternate with his term ending in May 2022.

Thank you for participating in the election.

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

April 24, 2018

To: Honorable President and Members of the Board of Directors
From: Ron Mitchell and David Gould
Subject: General Manager Report

April 2018 General Managers Report Topics:

- Staffing
- GM Activities
- Engineering and Operations Report

The following are some highlights in this Month's Report:

- Water Demand in April 2018 is down 6% from April 2017.
- Rainfall to date – 10.32”; 48% below average rainfall
- Replaced leaking zone valve at Waltonia/Montrose
- Brookhill Pipeline - Working on 3000 Block of Brookhill
- Well 10 rehabilitation – Complete & back in service

Staffing:

- The 2018 fiscal year budget includes 33 full time employees, current staffing is 32 including one temporary employee.
- The following employees have work anniversaries in April: None.
- The District has gone 1,410 Days without a lost time accident, as of April 20th.
- Christina Olmedo, Assistant Engineer, has left on maternity leave.
- The new Accounting Clerk, Arturo Montes, started work on April 23, 2018.

General Manager Activities:

Meetings:

Management staff meetings
Operations meetings
ULARA Administrative Committee Mtg
Engineering Committee
Community Meeting – 2700 Block Brookhill

April 16th and April 23rd
April 17th and April 24th
April 18th
April 19th
April 19th

Submitted by:

Ron L. Mitchell
Secretary-Treasurer



David S. Gould, P.E.
District Engineer

Director Compensation Expense Report
April 2018

Name	Meeting Date	Meeting/ Event	Items Discussed	Meeting Compensation	Expense Reimbursement
Director Bodnar	04/04/18	Special Board Meeting	GM Interviews	\$ 90.00	
	04/09/18	Finance Committee	FY 2018/19 budgets & rates	\$ 90.00	
	04/10/18	Board Meeting		\$ 90.00	
	04/24/18	Board Meeting		\$ 90.00	
Director Claessens	04/04/18	Special Board Meeting	GM Interviews	\$ 90.00	
	04/04/18	Emergency Planning Com	Emerg Response Plan, Emergency generators, community water station	\$ -	
	04/10/18	Board Meeting		\$ 90.00	
	04/24/18	Board Meeting		\$ 90.00	
Director Erickson	04/04/18	Special Board Meeting	GM Interviews	\$ 90.00	
	04/10/18	Board Meeting		\$ 90.00	
	04/19/18	Engineering Committee	Groundwater levels, 17/18 CIP update, stormwater recharge project, 18/19 CIP	\$ 90.00	
	04/24/18	Board Meeting		\$ 90.00	
Director Putnam	04/04/18	Special Board Meeting	GM Interviews	\$ 90.00	
	04/09/18	Finance Committee	FY 2018/19 budgets & rates	\$ 90.00	
	04/10/18	Board Meeting		\$ 90.00	
	04/19/18	Engineering Committee	Groundwater levels, 17/18 CIP update, stormwater recharge project, 18/19 CIP	\$ 90.00	
	04/24/18	Board Meeting		\$ 90.00	
Director Tejeda	04/04/18	Special Board Meeting	GM Interviews	\$ 90.00	
	04/04/18	Emergency Planning Com	Emerg Response Plan, Emergency generators, community water station	\$ -	
	04/10/18	Board Meeting		\$ 90.00	
	04/24/18	Board Meeting		\$ 90.00	

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: April 19, 2018
TO: Engineering Committee
FROM: David S. Gould, District Engineer
SUBJECT: CVWD Engineering Committee Meeting No. 310

Following is a summary of Engineering Committee Meeting No. 310, held at 9:00 AM on April 19, 2018, at the CVWD main office, and was attended by the following:

Director Ken Putnam - Committee Chairperson	CVWD
Director Kerry Erickson	CVWD
David Gould – District Engineer	CVWD
Brook Yared – Associate Engineer	CVWD
Ron Mitchell – Secretary-Treasurer	CVWD

1. Status of Groundwater Wells and Well Capacity

Mr. Yared presented an updated Water Production Chart showing the status of the daily water production and the breakdown between groundwater and FMWD production for 2016 - 2018. Mr. Gould indicated that groundwater production has increased since Well 10 was put back into service. Well 10 pumping rate before rehabilitation was 48 gpm and after rehabilitation it was 120 gpm. However, as the water levels lowered, the pumping rate reduced to 90 gpm.

2. Award of Contract - Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992

Mr. Yared discussed the staff was being proactive with the replacement of Encinal Booster B Pump (Encinal B) since the existing pump and motor assembly has been in service for over 40,000 hours. Mr. Yared discussed that replacing the existing pump with a slightly smaller pump (less capacity) will provide for more efficient operations and cost savings of about \$2,000 annually in electricity costs.

Mr. Yared discussed that a pre-bid meeting was held on April 11, 2018 and there were a total of three (3) attending contractors. The bid opening for the project was held on April 18, 2018 and General Pump Company was the low bidder at \$21,317. The Engineering Committee agreed with staff's recommendation to award the project to General Pump Company.

3. Status of Stormwater Recharge Project at CVC Park

Mr. Gould discussed the status the Stormwater Recharge Facility Project at Crescenta Valley County Park and indicated he is working with AMEC Foster Wheeler (AMEC) and John Robinson Consulting (JRC) on a preliminary conceptual plan and cost estimate for the project. Mr. Gould reported that AMEC is under contract for design services and that due to his current workload, has requested a proposal from JRC to provide project coordination services. Mr. Gould indicated that the proposal was for \$19,800 and that he will be meeting with AMEC and JRC within the next month to finalize the preliminary conceptual plan. Mr. Gould discussed that the next step will be to make a presentation at a future board meeting to discuss the project, the preliminary conceptual plan and preliminary construction cost estimate for review. Staff's goal will be to get Board acceptance of the project before proceeding with the next set of tasks.

Director Putnam indicated his concern about support from stakeholders such as City of Glendale, Los Angeles County Department of Parks and Recreation (LACDPR) and Los Angeles County Department of Public Works (LACDPW). Mr. Gould indicated he has previously met with these agencies and they have been supportive of the project, however, as the project moves forward, staff and its consultant will be getting written support from these agencies.

Director Putnam asked about the estimated cost for the project. Mr. Gould indicated that the preliminary cost estimate is approximately \$4M for the entire project and that he will be seeking grant funding under Proposition 1. Grant funding for past projects, typically have consisted of 50% matching funds. Staff will be looking at the other stakeholders for financial contributions to the project outside of the matching funds.

Mr. Gould also pointed out that he will need Board approval to proceed with the project before getting input from City of Glendale, Los Angeles County Department of Parks and Recreation and Los Angeles County Department of Public Works.

Finally, Mr. Gould discussed permitting from State Water Resources Control Board, Division of Water Rights and that the consultants will be meeting with them to determine the water rights permitting and licensing requirements. This could be a lengthy process and may involve additional funds for submittal of permit and CEQA documentation.

Mr. Gould indicated that he will bring the presentation to the Engineering Committee for review before presenting to the full Board of Directors.

4. FY 17/18 CIP - Project Status

Mr. Gould provided an updated cost summary of the FY 17/18 CIP program. Mr. Gould indicated that the majority of the projects are either under construction or completed. Mr. Gould also provided an updated cost summary showing that the FY 17/18 CIP program is under budget.

The Engineering Committee reviewed the cost summary and requested an update at the next Engineering Committee Meeting.

5. FY 18/19 CIP – Budget Update

Mr. Gould provided an updated FY 18/19 CIP priority list based on the proposed water rate increase. Mr. Gould pointed out that the cost estimate in the priority list does not include the FY 17/18 CIP carryover costs. However, the FY 18/19 water budget does include the carryover costs.

The next Engineering Committee meeting was scheduled for May 24, 2018 at 9:00AM

Adjournment - The Engineering Committee meeting was adjourned at 10:07 am on April 19, 2018.

**See CVWD Website www.cvwd.com
for the Engineering Committee Packet**

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

April 19, 2018 at 9:00 AM

Posted April 17, 2018 at 9:00 AM

Call to Order

Adoption of Agenda

Information Items

1. Status of Groundwater Wells and Well Capacity
2. Award of Contract - Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992
3. Status of Stormwater Recharge Project at CVC Park
4. FY 17/18 CIP - Project Status:
 - Oak Creek Reservoir Rehabilitation Project
 - Well #2 Re-activation and Nitrate Treatment Plant Project
 - Brookhill Pipeline Project
 - Well 10 Rehabilitation Project
5. FY 18/19 CIP – Budget Update

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 this Committee. This opportunity is non-transferable and speakers are limited to three (3) minutes each.

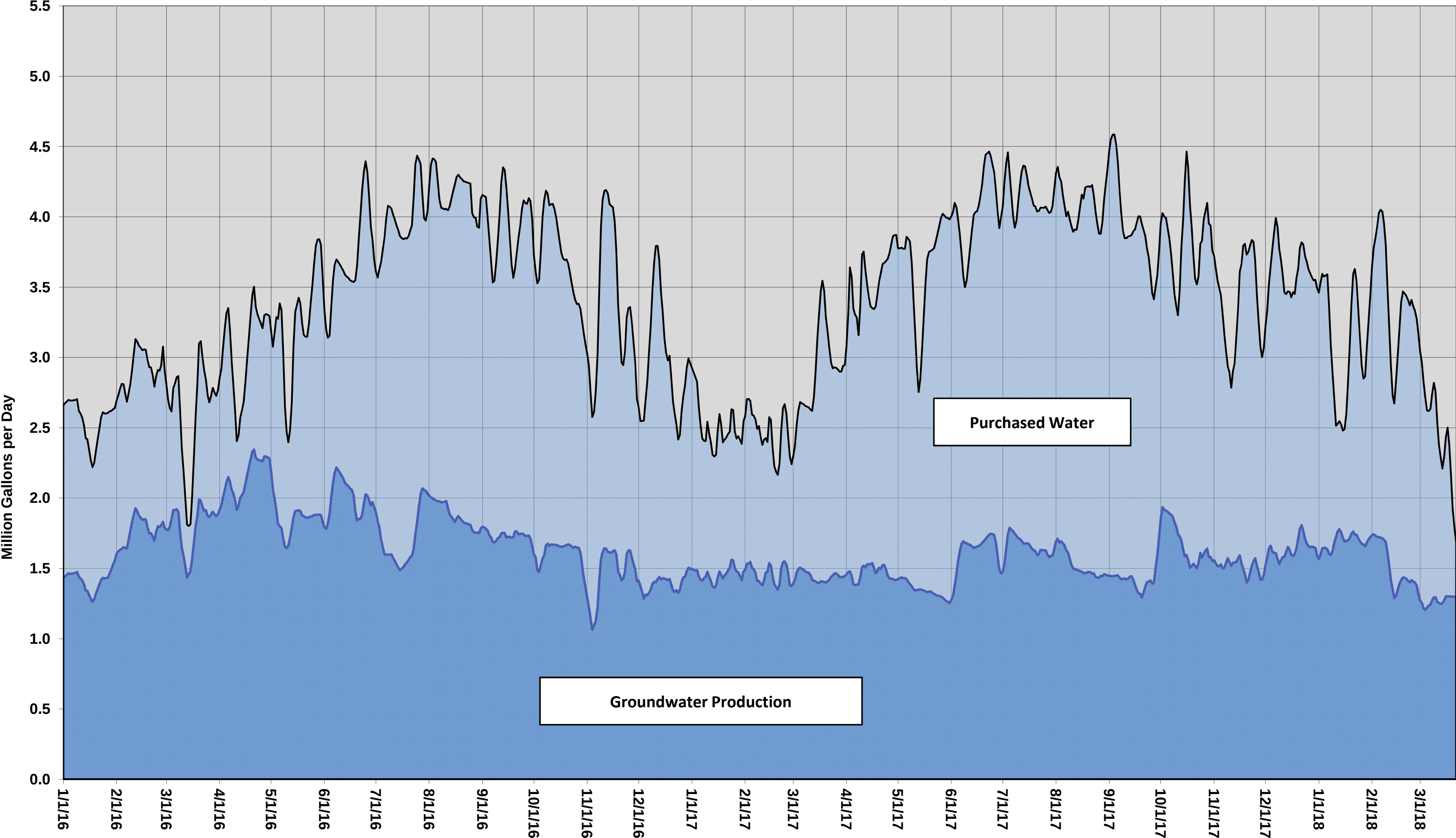
Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – May 24, 2018

Adjournment

Water Production Chart 2016 - 2018

Groundwater Production (MGD) Total Water (MGD)



CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2
April 19, 2018

To: Engineering Committee
From: Brook Yared, M.S., P.E. – Senior Engineer
Subject: **Award of Contract** – Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992

INFORMATION ITEM:

1. **Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992** – Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder General Pump Company at a cost of \$21,317, establish a contingency amount of \$2,150 (10% of contract) to cover the cost of unforeseen or additional work and to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

BACKGROUND:

Encinal Booster B Pump (Encinal B) was designed to operate at 1000 gpm with a 60 Hp motor and was last rehabilitated in January 1997. The existing pump and motor assembly has been in service for over 40,000 hours, which is beyond its useful life and was included in the FY 17/18 CIP budget. CVWD could save slightly more than \$2,000 annually in electricity costs by upgrading to a new more efficient pump and motor assembly according to the most recent pump efficiency test.

Staff has determined that replacing the existing pump with a slightly smaller pump (less capacity), this will provide for more efficient operation and cost savings to the District. Encinal B is critical for the distribution of water in the hotter summer months to Oak Creek Reservoir (Zone 4), and with the new pump installed CVWD would be increasing system reliability, while minimizing operational costs going into the future.

DISCUSSION:

On March 26, 2018, staff sent out a Request for Quotes (RFQ) to seven (7) pump contractors for the replacement of the existing pump and motor assembly for Encinal Booster B. A Pre-Bid meeting was held on April 11, 2018 and there were a total of three (3) attending contractors. The bid opening for the project was held on April 18, 2018 and the results are as follows:

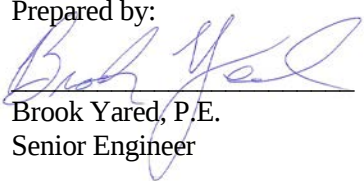
	<u>Bidder</u>	<u>Total Bid Amount</u>
Lowest	General Pump Company	\$ 21,317.00
2 nd	Legend Pump and Well Services	\$ 26,360.00
3 rd	Best Drilling and Pump	\$ 27,150.00

The engineer's estimate was \$29,500 and the low bid was 27.7% lower than the engineer's estimate.

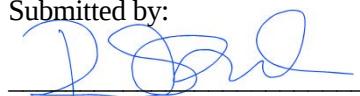
RECOMMENDATION:

Staff recommends that the Engineering Committee approve the request for quote and awarding the contract for the new pump assembly at CVWD's Encinal Reservoir at the April 24, 2018 Board meeting.

Prepared by:


Brook Yared, P.E.
Senior Engineer

Submitted by:


David S. Gould, P.E.
District Engineer

Attachments:

1 – Bid Summary

CRESCENTA VALLEY WATER DISTRICT

Page 1 of 1

Title: Replacement of Encinal Booster B Pump and Motor Assembly
 E-Job No: E-992
 Engr's Est.: \$29,500
 Proj. Manager: Brook Yared

BID LOCATION: CVWD's Main Office
 TIME: 2:00 PM
 DATE: 4/18/2018
 BY: BY CHECKED: DSG

DATE: 4/18/2018

				Engineers Estimate		General Pump		Legend Pump Services		Best Pump and Drilling	
ITEM	DESCRIPTION	QUANTITY		UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Mobilization and Demobilization	1	LS	\$1,500.00	\$1,500.00	\$3,303.00	\$3,303.00	\$5,520.00	\$5,520.00	\$2,500.00	\$2,500.00
2	Remove Existing Pump and Motor Assembly	1	LS	\$4,500.00	\$4,500.00	\$2,100.00	\$2,100.00	\$5,800.00	\$5,800.00	\$3,500.00	\$3,500.00
3	New Vertical Turbine Pump	1	Hr	\$12,000.00	\$12,000.00	\$3,899.00	\$3,899.00	\$6,152.00	\$6,152.00	\$6,650.00	\$6,650.00
4	New Vertical Turbine Motor	1	LS	\$6,500.00	\$6,500.00	\$4,424.00	\$4,424.00	\$5,173.00	\$5,173.00	\$4,500.00	\$4,500.00
5	Discharge Head, Column Pipe and Additional Equipment	1	LF	\$3,000.00	\$3,000.00	\$5,191.00	\$5,191.00	\$3,185.00	\$3,185.00	\$5,000.00	\$5,000.00
6	Field Balancing, Start-up and Testing	1	LS	\$2,000.00	\$2,000.00	\$2,400.00	\$2,400.00	\$800.00	\$800.00	\$5,000.00	\$5,000.00
				EE	\$29,500.00	LOW	\$21,317.00	2ND	\$26,630.00	3RD	\$27,150.00
						-27.7%		-9.7%		-8.0%	

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 3
April 19, 2018

To: Engineering Committee
From: David S. Gould, P.E. – District Engineer
Subject: Project Update - Crescenta Valley County Park Stormwater Recharge Project, E-985

INFORMATION ITEM:

Status of Stormwater Recharge Facility Project at Crescenta Valley County Park

BACKGROUND:

The Crescenta Valley County Park (CVC Park) Stormwater Recharge Project Facility Feasibility Study (Study) was completed in March 2017. The Study provided important groundwater flow data and geologic information. This study concluded that portions of CVC Park can be utilized for stormwater capture for groundwater recharge to reduce fluctuation in groundwater levels during dry and wet rainfall years. Use of stormwater runoff for groundwater recharge will also help improve groundwater quality, increase water-supply reliability and improve surface water quality in downstream receiving waters.

DISCUSSION:

The next step will be to construct the facilities to divert stormwater flow and dry weather runoff into underground infiltration basins for groundwater recharge and reduce surface water runoff into the Verdugo Wash.

The following is a summary of project tasks over the next three to six months:

- Preliminary Conceptual Plan & Cost Estimate: Staff and its consultants (AMEC Foster Wheeler and John Robinson Consulting) will be working on a preliminary conceptual plan to locate the infiltration galleries within CVC Park, creating a “Green” street on Dunsmore Ave, south of Honolulu, add a native landscaping garden, and possible upgrades to CVC Park. The “Green” Street concept could include swales with native landscaping and under drains to direct stormwater flow within the street to the infiltration galleries. Staff is also preparing a preliminary construction cost estimate including a benefit/cost analysis for review and discussion with the Engineering Committee.
 - AMEC Foster Wheeler is currently under contract for \$25,000 to provide a preliminary conceptual plan and a preliminary construction cost estimate.
 - Staff requested a proposal from John Robinson Consulting to provide project coordination with AMEC, Los Angeles County, and City of Glendale, including DWR on grant program and determining CEQA requirements. The proposal was for \$19,800 and it will provide the additional manpower needed to proceed with the project as staff’s workload has shifted until a new GM has been hired.
- Presentation to Board of Directors: Staff and its consultants are planning to make a presentation to the Board of Directors to discuss the project, the preliminary conceptual plan and preliminary construction cost estimate for review. Staff’s goal will be to get Board acceptance of the project before proceeding with the next set of tasks.
- Permit from State Water Resources Control Board, Division of Water Rights: Consultants will meet with the SWRCB, Division of Water Rights to determine the water rights permitting and licensing requirements.

- o Permitting is the process of filing an application to request that the SWRCB authorize the development of a water diversion project by issuing a permit. A permit provides the legal authorization to develop the project and divert water in accordance with conditions and within a time schedule.
- o Licensing is the process of reviewing a permitted project that is complete to confirm the amount of water put to beneficial use and that the permit conditions were met. A license is the final confirmation of the water right and remains effective as long as its conditions are met and beneficial use continues.
- Meeting with Stakeholders: Consultants will be meeting with stakeholders such as City of Glendale, Los Angeles County Department of Parks and Recreation (LACDPW) and Los Angeles County Department of Public Works (LACDPR) to get input on the preliminary conceptual plan and discuss the possibility of providing funding for the project.
- Grant Funding: Consultants will be looking into getting grant funding under Proposition 1, Integrated Regional Water Management (IRWM) Grant program. Accordingly to the DWR website, the next round of grant applications are due in December 2018, However, it does not specify the amount of funding available or cost sharing (i.e. 50% matching funds).
- CEQA documentation: Consultants will look into the scope of work for CEQA documentation in anticipation of the grant application requirements, this will also involve LACDPW and LACDPR. The limits of the CEQA work will be defined by the final conceptual plan and assist staff in determining the scope of work.

The key element to proceeding is the Board's approval of the project, the preliminary conceptual plan and preliminary construction cost estimate for the installation of infiltration galleries to capture the stormwater underneath CVC Park. In addition, staff will need to present the time table for getting permits and licensing from the SWRCB, Division of Water Rights.

RECOMMENDATION:

It is staff's recommendation that the Engineering Committee give input on the proposed tasks and time frame towards the implementation of the CVC Park Stormwater Recharge project.

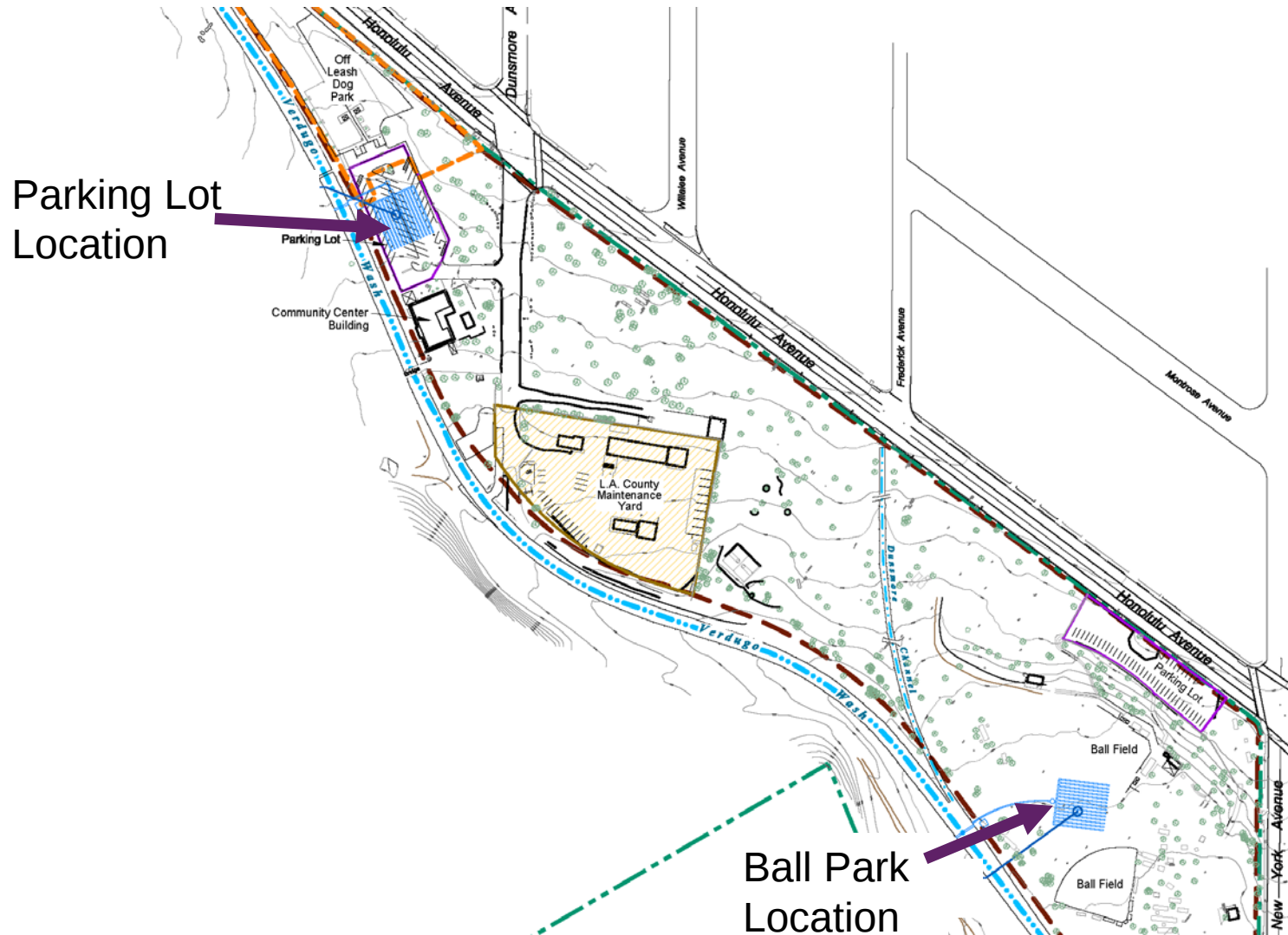
Prepared & Submitted by:



David S. Gould, P.E.
District Engineer

Attachments:

Infiltration Gallery Locations



Preliminary Design of Recharge Galleries

Components include:

- ▶ Diversion structure
- ▶ Piping
- ▶ Sediment removal vault
- ▶ Gallery pipes



Crescenta Valley Water District

Design and Construction Schedule for FY 17/18	
---	--

[illegible]

Legend	
	...
	...

- | | | | | |
|---|----------------------|---|----|-----------------------|
|  | - Request - Proposal |  | AC | - Award of Contract |
|  | - Project Design |  | | - Shop Drawing Review |
|  | - Preliminary Design |  | | - Construction |
|  | - Bidding |  | | - Project Complete |

Capital Improvement Project Program FY 17-18 Budget - Update 4/15/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 4/15/18	Cost Committed - 4/15/18/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
FY 17/18 Capital Improvement Project Summary									
1. Water Supply	\$ 523,485	\$ 530,040	\$ 1,185,300	\$ 1,715,340	\$ 1,213,060	\$ 606,469	\$ (229,189)	\$ 1,819,529	\$ 274,800
2. Water Storage	\$ 13,689	\$ 306,310	\$ 594,000	\$ 900,310	\$ 284,528	\$ 696,872	\$ (81,090)	\$ 981,400	\$ -
3. Water Distribution	\$ 1,037,336	\$ 336,000	\$ 805,000	\$ 1,141,000	\$ 458,344	\$ 822,581	\$ (139,925)	\$ 1,280,925	\$ -
4. Water Treatment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Technology	\$ 140,054	\$ 61,000	\$ -	\$ 61,000	\$ 13,193	\$ 47,807	\$ -	\$ 61,000	\$ -
6. Public Safety/Emergency Response	\$ 71,886	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -
7. Facilities & Planning	\$ 68,368	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Improvement Projects - Total	\$ 1,854,818	\$ 1,258,350	\$ 2,584,300	\$ 3,842,650	\$ 1,969,125	\$ 2,173,729	\$ (425,204)	\$ 4,142,854	\$ 274,800
Budget Shortfall							\$ (425,204)		
Well 2 Project - Transfer from MTBE Fund							\$ 500,000		
Brookhill Pipeline - Transfer from Water Reserves							\$ 75,000		
Oak Creek Rehab - Transfer from Water Reservices							\$ 90,000		
Total - Transfers							\$ 665,000		
Revised Budget Amount Remaining							\$ 239,796		

Capital Improvement Project Program FY 17-18 Budget - Update 4/15/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 4/15/18	Cost Committed - 4/15/18/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
1. Water Supply									
A. Groundwater									
i. Well Rehabilitation									
Well 7 Rehabilitation	\$ -	\$ -							
Well 8 Rehabilitation	\$ 44,385	\$ -							
Well 5 Rehabilitation			\$ 60,000	\$ 60,000	\$ 69,388	\$ -	\$ (9,388)	\$ 69,388	\$ -
Well 10 Rehabilitation			\$ 85,000	\$ 85,000	\$ 72,385	\$ 5,500	\$ 7,115	\$ 77,885	\$ -
ii. New Wells									
Re-Activate Well 2 - Design	\$ 101,394	\$ -	\$ 160,300	\$ 160,300	\$ 135,462	\$ 24,838		\$ 160,300	\$ -
Re-Activate Well 2 - Construction	\$ 189,960	\$ 530,040	\$ 880,000	\$ 1,410,040	\$ 918,465	\$ 491,575	\$ (125,000)	\$ 1,410,040	\$ 274,800
B. Imported Water									
Ocean View Chlorination St (Grant - Matching Funds)	\$ 4,464								
Ocean View - Equip. (Grant - Matching Funds)	\$ 40,567								
Ocean View - Elect (Grant - Matching Funds)	\$ 30,356								
Ocean View - Final	\$ 58,073	\$ -	\$ -	\$ -	\$ 13,394	\$ 50,306	\$ (63,700)	\$ 63,700	\$ -
C. Groundwater Basin Recharge									
Storm Water Recharge Study (Grant - Matching Funds)	\$ 54,286	\$ -	\$ -	\$ -					
Stormwater Recharge Project - Design			\$ -	\$ -	\$ 3,966	\$ 34,250	\$ (38,216)	\$ 38,216	\$ -
WS Total	\$ 523,485	\$ 530,040	\$ 1,185,300	\$ 1,715,340	\$ 1,213,060	\$ 606,469	\$ (229,189)	\$ 1,819,529	\$ 274,800
2. Water Storage									
A. Reservoir Rehabilitation									
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation									
Oak Creek #1 & #2 - Roof/Air Vents/Recoat	\$ 13,689	\$ 306,310	\$ 594,000	\$ 900,310	\$ 284,528	\$ 696,872	\$ (81,090)	\$ 981,400	\$ -
B. Reservoir Water Quality									
C. New Reservoir Water Storage									
WS Total	\$ 13,689	\$ 306,310	\$ 594,000	\$ 900,310	\$ 284,528	\$ 696,872	\$ (81,090)	\$ 981,400	\$ -

Capital Improvement Project Program FY 17-18 Budget - Update 4/15/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 4/15/18	Cost Committed - 4/15/18/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
3. Water Distribution									
A. Pipeline Replacement									
Lower Pickens Canyon Crossing & Slope - 600 LF	\$ 494,936	\$ 60,000	\$ -	\$ 60,000	\$ 89,512	\$ 3,000	\$ (32,512)	\$ 92,512	\$ -
4200 - 4400 Block - Penn - 1,450 LF	\$ 214,527	\$ 225,000	\$ -	\$ 225,000	\$ 236,896	\$ -	\$ (11,896)	\$ 236,896	\$ -
2700 Block - Brookhill - 800 LF			\$ 220,000	\$ 220,000	\$ 35,687	\$ 215,725	\$ (31,412)	\$ 251,412	\$ -
5100 Block of La Crescenta - 400 LF			\$ 100,000	\$ 100,000	\$ 16,221	\$ 98,060	\$ (14,281)	\$ 114,281	\$ -
3000 Block of Brookhill - 800 LF			\$ 220,000	\$ 220,000	\$ 35,688	\$ 215,724	\$ (31,412)	\$ 251,412	\$ -
3100 Block of Brookhill - 800 LF			\$ 220,000	\$ 220,000	\$ 35,688	\$ 215,724	\$ (31,412)	\$ 251,412	\$ -
B. New Pipelines									
C. Booster Pump System									
i. Annual Pump /Motor Replacement									
Booster 12 at Markridge	\$ 31,086	\$ -							
Boosters - Encinal B & C			\$ 45,000	\$ 45,000	\$ -	\$ 32,000	\$ 13,000	\$ 32,000	\$ -
iii. Misc.									
Repairs to Ramsdell Mixing Station	\$ 34,288	\$ 51,000	\$ -	\$ 51,000	\$ 8,652	\$ 42,348	\$ -	\$ 51,000	\$ -
WD Total	\$ 1,037,336	\$ 336,000	\$ 805,000	\$ 1,141,000	\$ 458,344	\$ 822,581	\$ (139,925)	\$ 1,280,925	\$ -
4. Water Treatment									
A. Nitrate Removal									
B. Chlorine Disinfection									
C. Convert to Chloramines									
F. MTBE Removal									
WT Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Technology									
A. Automated Meter Information (AMI) System									
B. Supervisory Control and Data Acquisition (SCADA) System									
SCADA RTU Replace - Equipment & Integration	\$ 140,054	\$ 61,000	\$ -	\$ 61,000	\$ 13,193	\$ 47,807	\$ -	\$ 61,000	\$ -
TECH Total	\$ 140,054	\$ 61,000	\$ -	\$ 61,000	\$ 13,193	\$ 47,807	\$ -	\$ 61,000	\$ -

Capital Improvement Project Program FY 17-18 Budget - Update 4/15/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 4/15/18	Cost Committed - 4/15/18/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
6. Public Safety/Emergency Response									
A. Emergency Electrical Generators									
B. Water Storage									
<i>Dunsmore/Pickens - Seismic Sensors & Valve Actuators</i>	\$ 71,886	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -
SF/ER Total	\$ 71,886	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -
7. Facilities & Planning									
A. Main Office									
B. Glenwood Plant									
D. Reservoir Site Improvements									
F & P Total	\$ 68,368	\$ -	\$ -	\$ -					
Capital Improvement Projects - Total	\$ 1,854,818	\$ 1,258,350	\$ 2,584,300	\$ 3,842,650	\$ 1,969,125	\$ 2,173,729	\$ (425,204)	\$ 4,142,854	\$ 274,800

Crescenta Valley Water District

FY 18/19 Capital Improvement Project Program Cost Estimate and Funding Levels

Capital Improvement Project Program	Budget FY 18/19	Category	Priority A, B, & C	Priority Level	Cumulative Costs	Project Description
<i>Well 7 , 11 & 14 Rehabilitation</i>	\$ 225,000	Water Supply	A	1	\$ 225,000	Remove & Inspect Well Pump & Casing, Chemical Treatment Well Casing, Pump Test, New Pump & Motor Increase Well Capacity for 3 wells from 310 gpm to 600 gpm
<i>New Chlorination Station at Pickens Canyon Reservoir</i>	\$ 75,000	Water Quality	A	2	\$ 300,000	Install new Sodium Hypochlorite disinfection system for Pickens Canyon Tunnel with chlorine analyzer
<i>Paschall - New Chlorine Analyzer</i>	\$ 40,000	Water Quality	A	3	\$ 340,000	Install New Chlorine Analyzer at Paschall to aid in monitoring breakpoint chlorination
<i>Water Aeration System - Shields and Edmund 2 Reservoirs</i>	\$ 150,000	Water Quality	A	4	\$ 490,000	Install In-Tank Aeration System for TTHM Removal at Shields & Edmund 2 Reservoirs
<i>3200 & 3300 Blocks of Brookhill - 1,600 LF</i>	\$ 640,000	Water Distribution	A	5	\$ 1,130,000	Replace 71 year old 4" pipeline with 8 leaks in the last 7 years with a new 8-inch water main with new fire hydrants - 1,600 LF
<i>2400 & 2500 Block of Janet Lee - 1,200 LF</i>	\$ 480,000	Water Distribution	A	6	\$ 1,610,000	Replace 67 year old 6" pipeline with new 8-inch water main and replace water services with yoke assemblies (part of water meter replacement program) - 1,150 LF
<i>Rehabilitation Surge Tank at Glenwood Plant</i>	\$ 65,000	Water Distribution	A	7	\$ 1,675,000	Rehabilitation surge tank including replacement of piping & appurtenances and recoating of interior
<i>Installation of New Surge Tank at Mills Plant</i>	\$ 75,000	Water Distribution	A	8	\$ 1,750,000	Installation of new surge tank including piping & appurtenances
<i>Boosters - Glenwood Booster 32 & 33</i>	\$ 75,000	Water Distribution	A	9	\$ 1,825,000	Replace Glenwood Booster 32 & 33 with a new 800 gpm pump assembly and 40 HP motor
FY 18/19 - Preliminary Budget - Projects 1 - 9 - 5.9%						
<i>SCADA RTU Replace - Equipment & Integration</i>	\$ 200,000	Technology	A	10	\$ 2,025,000	Replacement of SCADA System - Equipment
FY 18/19 - Preliminary Budget - Projects 1 - 10 - 6.9%						
<i>Ordunio - Seismic Sensors & Valve Actuators</i>	\$ 100,000	Public Safety/ Emerg. Resp.	A	11	\$ 2,125,000	Install New Seismic Sensor & Valve Actuator on Ordunio Reservoir Inlet/Outlet Valves
<i>Encinal Reservoir - Concrete Rehabilitation</i>	\$ 175,000	Water Storage	B	12	\$ 2,300,000	Inspection and rehabilitation of Concrete Reservoir - Work during winter season. Last rehabilitation - 1983
<i>Upgrade Paschall Booster Station & MCC upgrade - Design</i>	\$ 150,000	Water Distribution	B	13	\$ 2,450,000	Design Services for upgrading the Paschall Booster Station and replacement/upgrade of Motor Control Center
<i>Stormwater Recharge Project - Design</i>	\$ 150,000	Water Supply	B	14	\$ 2,600,000	Preliminary Design, Grant Application and Coordination with stakeholders for Proposed Stormwater Recharge Project at CVC Park
<i>Ocean View - Site Improvements - Design</i>	\$ 100,000	Facilities & Planning	C	15	\$ 2,700,000	Design services for improvements for site drainage, street accessibility and use for storage
<i>Roof for Old Encinal - Storage Bldg - Design & Construction</i>	\$ 175,000	Facilities & Planning	C	16	\$ 2,875,000	Design and construction of new roof and appurtenances to convert old reservoir to storage facility.
<i>Cathodic Protection Inspection & Replacement</i>	\$ 125,000	Water Storage	C	17	\$ 3,000,000	Inspection and replacement of the cathodic protection system on steel tanks (14 total)
FY 18/19 - Preliminary Budget - Projects 1 - 17						

Capital Improvement Project Program FY 18-19 Budget - Update 4/19/18	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23	Forecast FY 23/24
FY 18/19 Capital Improvement Project Summary							
1. Water Supply	\$ 275,000	\$ 225,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 375,000
2. Water Storage	\$ -	\$ -	\$ 175,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 810,000
3. Water Distribution	\$ 125,000	\$ 1,335,000	\$ 1,300,000	\$ 1,410,000	\$ 1,925,000	\$ 1,575,000	\$ 1,690,000
4. Water Treatment	\$ -	\$ 265,000	\$ 160,000	\$ 125,000	\$ 500,000	\$ 200,000	\$ -
5. Technology	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
6. Public Safety/Emergency Response	\$ -	\$ -	\$ 100,000	\$ 165,000	\$ -	\$ 175,000	\$ -
7. Facilities & Planning	\$ -	\$ -	\$ 415,000	\$ -	\$ 125,000	\$ 250,000	\$ 125,000
Capital Improvement Projects - Total	\$ 400,000	\$ 2,025,000	\$ 2,300,000	\$ 2,500,000	\$ 3,350,000	\$ 3,000,000	\$ 3,000,000

Capital Improvement Project Program FY 18-19 Budget - Update 4/19/18		Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23	Forecast FY 23/24
1. Water Supply								
A. Groundwater								
i. Well Rehabilitation								
	Well 5 Rehabilitation	\$ -						
	Well 10 Rehabilitation	\$ -						
	Well 7 Rehabilitation		\$ 75,000					
	Well 11 Rehabilitation		\$ 75,000					
	Well 14 Rehabilitation		\$ 75,000					
	Well Rehabilitation (2 Wells per year)			\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
ii. New Wells								
	Re-Activate Well 2 - Construction	\$ 275,000	\$ -					
	Well 18 (Sycamore House) - Design							\$ 175,000
WS Total		\$ 275,000	\$ 225,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 375,000
2. Water Storage								
A. Reservoir Rehabilitation								
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation								
	Oak Creek #1 & #2 - Roof/Air Vents/Recoat	\$ -						
	Markridge - Roof/Air Vents/Recoat			\$ 600,000				
	Rosemont - Roof/Air Vents/Recoat				\$ 600,000			
	Eagle Canyon - Roof/Air Vents/Recoat					\$ 600,000		
	Edmund #2 - Roof/Air Vents/Recoat						\$ 600,000	
ii. Concrete Reservoir Rehabilitation								
	Encinal Reservoir - Concrete Rehabilitation		\$ -	\$ 175,000				
iv. Overflow & Drain System Upgrade								
	Overflow/Drain System Assessment Study							\$ 85,000
B. Reservoir Water Quality								
i. Water Mixing System								
	Reservoir Water Quality & Mixing System Study							\$ 125,000
C. New Reservoir Water Storage								
	Ocean View #2 Reservoir (Top of Ocean View) - Feasibility Study							\$ 75,000
WS Total		\$ -	\$ -	\$ 175,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 810,000
3. Water Distribution								
A. Pipeline Replacement								
	3200 & 3300 Blocks of Brookhill - 1,600 LF	\$ -	\$ 640,000					
	2400 & 2500 Block of Janet Lee - 1,200 LF	\$ -	\$ 480,000					
	Annual Pipeline Replacement - 3,000 LF			\$1,150,000	\$1,250,000	\$1,500,000	\$1,500,000	\$1,600,000

Capital Improvement Project Program FY 18-19 Budget - Update 4/19/18	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23	Forecast FY 23/24
C. Booster Pump System							
i. Annual Pump /Motor Replacement							
Boosters - Encinal B & C	\$ -						
Boosters - Glenwood 32 & 33		\$ 75,000					
Boosters - Paschall B			\$ 75,000				
Boosters - Booster 26 at CH				\$ 75,000			
Boosters - Ocean View B & Booster 25 at Markridge					\$ 75,000		
Annual Booster Replacement - 2 Boosters						\$ 75,000	\$ 90,000
iv. MCC Replacement							
MCC upgrade at Paschall - - Design & Construction		\$ -	\$ -	\$ 85,000	\$ 350,000		
E. Miscellaneous Projects							
i. Water Surge Control							
Rehabilitation Surge Tank at Glenwood		\$ 65,000					
Rehabilitation Surge Tank at Mills Plant		\$ 75,000					
iii. Misc.							
Repairs to Ramsdell Mixing Station	\$ 125,000						
Mills Plant - Aeration Tower Rehabilitation			\$ 75,000				
WD Total	\$ 125,000	\$ 1,335,000	\$ 1,300,000	\$ 1,410,000	\$ 1,925,000	\$ 1,575,000	\$ 1,690,000
4. Water Treatment							
A. Nitrate Removal							
i. Glenwood							
Replace Ion Exchange Resin at Glenwood					\$ 500,000		
iii. Ordunio							
Replace Bio Remediation AroNite Media at Ordunio						\$ 200,000	
B. Chlorine Disinfection							
New Chlorination Station at Pickens Canyon Reservoir		\$ 75,000					
Paschall - New Chlorine Analyzer		\$ 40,000					
New Chlorination Station at Markridge Reservoir			\$ 75,000				
Edmund #1 & Shields - Chlorine Analyzers				\$ 125,000			
C. Convert to Chloramines							
Conversion to Chloramination Disinfection Feasibility			\$ 85,000				
D. Federal and State Regulations							
TTHM Removal - In-Tank Aeration - Shields & Edmund 2 Reservoirs		\$ 150,000					
WT Total	\$ -	\$ 265,000	\$ 160,000	\$ 125,000	\$ 500,000	\$ 200,000	\$ -

Capital Improvement Project Program FY 18-19 Budget - Update 4/19/18	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23	Forecast FY 23/24
5. Technology							
B. Supervisory Control and Data Acquisition (SCADA) System							
SCADA RTU Replace - Equipment & Integration	\$ -	\$ 200,000	\$ -				
TECH Total	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
6. Public Safety/Emergency Response							
A. Emergency Electrical Generators							
New Emergency Electrical Generator - Mills Plant			\$ 100,000				
New Emergency Electrical Generator - Field						\$ 50,000	
B. Water Storage							
Ordunio - Seismic Sensors & Valve Actuators		\$ -					
Oak Creek #1 & #2 - Seismic Sensors & Valve Actuators				\$ 165,000			
Encinal & Ocean View - Seismic Sensors & Valve Actuators						\$ 125,000	
SF/ER Total	\$ -	\$ -	\$ 100,000	\$ 165,000	\$ -	\$ 175,000	\$ -
7. Facilities & Planning							
A. Main Office							
Expansion with New Roof with Solar Panels			\$ -		\$ 125,000		
D. Reservoir Site Improvements							
Ocean View - Site Improvements		\$ -	\$ 265,000				
Roof for Old Encinal - Storage Bldg		\$ -	\$ 150,000				
Pickens - Access Road Improvements						\$ 250,000	\$ 125,000
F & P Total	\$ -	\$ -	\$ 415,000	\$ -	\$ 125,000	\$ 250,000	\$ 125,000
Capital Improvement Projects - Total	\$ 400,000	\$ 2,025,000	\$ 2,300,000	\$ 2,500,000	\$ 3,350,000	\$ 3,000,000	\$ 3,000,000