

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

**Agenda for the
Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on May 15, 2018 at 7:00 p.m.**

Posted: May 11, 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

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 the Minutes of the Adjourned Regular Meeting on April 24, 2018.
2. Ratification of the Disbursements for April 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. **Water Quality Update** – Discussion regarding recent water quality sampling event.
2. **General Manager Contract** – Consideration and motion to approve an employment contract for the General Manager position.
3. **FY 2018-19 Water and Wastewater Budgets** – Discussion of Preliminary FY 2018/19 Water and Wastewater Budgets.

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

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

Director's Oral Reports

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

Closed Session

Public Employee Discipline/Dismissal/Release

Public Employee Appointment

- Title: General Manager

Board Members' Request for Future Agenda Items

Adjournment

**CRESCENTA VALLEY WATER DISTRICT
ADJOURNED REGULAR MEETING, BOARD OF DIRECTORS**

April 24, 2018

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Regular Meeting of April 10, 2018, an Adjourned Regular Meeting was held on April 24, 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 Wendy Holloway, Customer Service Supervisor Brook Yared, Senior Engineer Kathy Ross, FMWD Director

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Tejada, seconded by Director Claessens and carried by a 5-0 vote that the Agenda for the Adjourned Regular Meeting of April 24, 2018 be adopted as presented.

PUBLIC COMMENTS - None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Ms. Kathy Ross reported that FMWD is starting a new program with the La Canada Chamber of Commerce called The LCF Saves Water. This program is an incentive for businesses and residents to conserve water. There will be cash prizes, and plaques. Ms. Ross reported that the annual audit was a clean audit with no comments and that FMWD will be holding a Budget Workshop at the end of May.

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Claessens and carried by a 5-0 vote to approve the Minutes of the Regular Board Meeting held on April 10, 2018.

It was moved by Director Tejeda, seconded by Director Erickson and carried by a 5-0 vote to ratify the disbursements for March 2018.

Payment of demands against the Crescenta Valley Water District on or before March 31, 2018 the same having been approved by the General Manager, and heretofore paid, be ratified and approved subject to audit, in the aggregate sum of One Million Four Hundred Forty Five Thousand, Six Hundred Forty Four Dollars and Sixty Five cents (1,445,644.65), which is composed of the individual items set forth herein.

ACTION CALENDAR

Replacement of Encinal Booster B Pump and Motor Assembly, Project E-992 – Mr. Gould reported that on March 26, 2018, staff sent out a Request for Quote (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 three (3) contractors who attended. The bid opening was held on April 18, 2018, and General Pump Company of San Dimas, CA was the apparent low bidder for the contract at a cost of \$21,317. Mr. Gould also asked that the Board find this project exempt from the provisions of the California Environmental Quality Act (CEQA).

Following discussion:

It was moved by Director Claessens, seconded by Director Tejeda and carried by a 5-0 vote to authorize the General Manager to award a contract to General Pump Company at a cost of \$21,317, and establish a contingency amount of \$2,132 (10% of contract) to cover the cost of unforeseen or additional work. Also, to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

Public Tours of District Facilities – Mr. Gould reported that at the last Emergency Planning Committee meeting, Director Claessens suggested that the District provide public tours of the District for public members chosen by the Directors. The District has done this in the past for the Historical Society and the Crescenta Valley Town Council. Director Claessens feels that the public would benefit from the tour. He has a list of prominent people in the community, and would like to have religious groups added. He would like the District to send out invitations. He would like a Director to sponsor the tour, and target specific areas to explain the charges to the public. The Board would like to have the first tour on June 9, 2018 from 8:00 AM to 12:00 PM with Director Claessens leading the first tour.

Amendment to Appendix C of the District's Rule & Regulations – Mr. Mitchell reported the Finance Committee met on April 9, 2018 and staff received direction to develop a recommended schedule of updated charges for non-rate fees and charges such as late fees and delinquent turn-off fees among others. Mr. Mitchell said that Appendix C of the District's Rule & Regulations charges which identifies these fees and charges has not been updated in over ten (10) years. They are significantly below the level that other agencies charge their customers.

Staff has developed an analysis for how much each activity costs the District in terms of personnel hours, and a survey of neighboring and comparable water agencies. Also staff would like to establish a new fee associated with the costs to establish new accounts.

Following discussion:

It was moved by Director Claessens, seconded by Director Putnam and carried by a 5-0 vote to amend Appendix C of the District's Rules & Regulations concerning Late Charges, Reconnection Charges, and establishing a New Account Charge, and to notify customers of these changes via a message on the bi-monthly bills.

Draft FY 2018/19 Water & Wastewater Budgets – Mr. Mitchell discussed the update for the survey of rates for peer agencies for the fixed charges and variable charges. He said that we have added some peer agencies that 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. Also added are the number of customers for the agencies and if they have ground water, imported water, or if they are MWD direct connections.

INFORMATION ITEMS – Election results for the LAFCO Representative and Alternative Representative were received and E.G. "Jerry" Gladbach has won for the LAFCO Representative and Joseph T. Ruzicka for the Alternate Representative.

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL

GENERAL MANAGER – Mr. Gould reported water demand is down in April 2018 by 6% and the rainfall is 48% below average. We have received 10.32" of rain to date. We replaced a leaking zone valve on Waltonia & Montrose, and have completed the rehabilitation for Well 10 and it is now back in service.

Mr. Mitchell reported we have no April employee anniversaries; we have worked 1,410 day without a lost time accident. Christina Olmedo, the Assistant Engineer has started her maternity leave, and the new Accounting Clerk, Arturo Montes started work on April 23, 2018. He also reported that the son of a long-time employee passed away.

ATTORNEY – No Report

REPORTS OF COMMITTEES

Engineering Committee – Mr. Gould reported that the Committee met on April 19, 2018 and discussed groundwater wells and well capacity, the award of contract for the replacement of Encinal Booster B pump and motor assembly, status of Stormwater Recharge Project at CVC Park, FY17-18 CIP Projects and the FY 18/19 CIP Budget update. Also, the Committee will meet on May 24, 2018.

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

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

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

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

Emergency Planning Committee – Director Claessens reported that the Committee will meet on May 17, 2018.

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

DIRECTORS ORAL REPORTS

Director Bodnar reported that on April 19, 2018 he attended the Spring Green event at MWD, and the focus was on conservation. He also attended the Hometown Fair on April 21, 2018.

Director Claessens – No Report

Director Tejeda – No Report

Director Putnam – No Report

Director Erickson – No Report

CLOSED SESSION – There are no reportable actions.

ADJOURNMENT

There being no other business to come before the Board, at 8:35 p.m. it was moved by Director Claessens, seconded by Director Tejeda and carried by a 5-0 vote that the meeting be adjourned to May 15, 2018, at 7:00 p.m.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

APRIL 2018



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	4/3	Los Angeles County Public Works	Excavation permits for 2346 Henrietta	515.00	
0	4/3	Los Angeles County Public Works	Excavation permits for 3010 Frances	515.00	
0	4/3	Los Angeles County Public Works	Excavation permits for 5136 Ramsdell	515.00	
0	4/5	Los Angeles County Public Works	Excavation permits for 1908 Waltonia	515.00	
0	4/6	Los Angeles County Public Works	Excavation permit for 1944 Waltonia (D-12-10)	515.00	
0	4/18	Los Angeles County Public Works	Excavation permits for 2762 Rockpine & 3030 Brookhill	1,030.00	
0	4/24	Los Angeles County Public Works	Excavation permit for 4344 La Crescenta	515.00	
0	4/27	Los Angeles County Public Works	Excavation permit for 2541 Orange & 4545 Dyer	1,030.00	
0	4/24	CalPERS	Contributions for 04/2018	20,528.10	12,209.13
0	4/24	Southern California Edison	Electricity for 04/2018	19,138.12	282.73
37298	4/4	David Gould	Health Reimbursement	150.85	100.57
37299	4/10	ACWA Joint Powers Ins Authority	Group health insurance for 05/2018	35,653.22	23,246.67
37300	4/10	ACWA/JPIA	Property Program Renewal 04/1/18 to 04/1/19	6,999.00	6,999.00
37301	4/10	ACWA/JPIA	Workers Comp 3rd quarter 01/01/18 to 03/31/18	18,712.56	12,475.06
37302	4/10	ADS, LLC	Monthly sewer monitoring 03/2018		1,060.00
37303	4/10	Affordable Generator Services, Inc.	Generator rental for main office 02/22/18 to 03/22/18	1,629.90	
37304	4/10	Airgas USA, LLC	Monthly cylinder rental 03/2018	196.51	196.50
37305	4/10	All American Landscape Co.	Office landscape maintenance 04/2018	217.50	72.50
37306	4/10	Ameripride Uniform Services, Inc	Uniform rentals for 03/2018	510.51	170.17
37307	4/10	Aqua - Metric Sales, Co.	250 -3/4" and 100 -1" iperl meters	61,059.95	
37308	4/10	ARC	Monthly MPS billing 03/2018	610.45	203.49
37309	4/10	Astra Industrial Services, Inc	Reduce pressure backflow device for irrigation at Glenwood	265.00	
37310	4/10	AT&T	Voice communication 04/2018	183.62	61.21
37311	4/10	Regino Avalos	Landscaping 03/2018 various locations	879.37	125.63
37312	4/10	AVAYA Financial Services	Land line lease	380.72	126.90
37313	4/10	Campbell's Automotive Service	Tail gate handle for unit #38	75.69	25.22
37314	4/10	CCS Interactive, Inc.	Monthly web hosting 04/2018	78.75	26.25
37315	4/10	Cerdant, Inc.	Network security services 04/2018	206.25	68.75
37316	4/10	City of Glendale	Monthly Glendale utility taxes 03/2018	3,717.47	
37317	4/10	Coastline Equipment Co.	Unit #19 - Repairs to 544J tractor	2,456.54	818.84
37318	4/10	Crescenta Valley Weekly	Advertise for Accounting Clerk and Budget workshop	322.50	107.50

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37319	4/10	Cypress Ancillary Benefits	Group Dental for 04/2018	2,105.91	1,403.93
37320	4/10	Dataprose LLC	Printing and postage Control 1 - 4 03/2018	2,029.18	2,029.17
37321	4/10	Dell Financial Services	Contract lease for 03/2018	727.71	242.57
37322	4/10	Do-it Center	Misc hardware 03/2018	69.92	63.90
37323	4/10	Dunn-Edwards Corporation	Paint for main office (GM office)	155.80	51.94
37324	4/10	E.H. Wachs	New turning rod for the valve truck	503.09	
37325	4/10	Fire Master	Fire extinguisher for Well 16	193.00	64.33
37326	4/10	Foothill Car Wash, Lube & Oil	Oil changes for unit #38	36.00	12.00
37327	4/10	Glendale Adventist Occ Med	Hep B vaccination for Jake Whittaker	97.50	32.50
37328	4/10	Grainger	Pump, mag drive for Nitrate plant	2,029.88	
37329	4/10	Graphic Products, Inc	Miscellaneous electrical supplies	231.65	231.64
37330	4/10	Gsolutionz Professional Services	Land line support	282.12	94.04
37331	4/10	Haaker Equipment Company	Unit #53 - Hydraulic fluid, filter and oil		1,674.66
37332	4/10	Hach Company	Differential pH digital and 1" NPT sensors (3 each)	8,939.44	
37333	4/10	Hamilton Tool & Engineering	70 copper key fobs for water & sewer	191.62	191.63
37334	4/10	J's Maintenance Service, Inc.	Janitorial service for 03/2018	732.00	244.00
37335	4/10	L.A. County Dept. Public Works	Excavation permit for E-982	618.00	
37336	4/10	Lagerlof, Senecal, Gosney & Kr	PWAG EPC cost for 02/2018	727.42	242.47
37337	4/10	Mark Martorana	Refund Check	28.21	
37338	4/10	O'Reilly Auto Parts	Misc supplies 03/2018	231.63	138.88
37339	4/10	Office Depot - Credit Plan	Misc supplies 03/2018	257.13	257.11
37340	4/10	Orchard Supply Hardware	Misc hardware 03/2018	310.52	109.15
37341	4/10	Paper Cuts, Inc	Shredding for 03/2018	53.75	53.75
37342	4/10	Peerless Materials Company	Miscellaneous shop supplies	234.72	234.71
37343	4/10	PMC Engineering LLC	Submersible level transducer and enclosure	2,050.88	
37344	4/10	Ramco	Bobtail Loads for 03/2018	2,925.00	
37345	4/10	Rassac Air Systems	Heat A/C maintenance Mills house, Glenwood and Office	905.74	301.91
37346	4/10	Stella & Valod Ratavousian	Refund Check	100.00	
37347	4/10	Reliable Road Service, Inc.	Unit #53 - Oil change, lube, and check brakes		372.39
37348	4/10	RootX Inc.	2lb. of root X with funnel applicator		287.40
37349	4/10	Royal Industrial Solutions-Chatsworth	Outside light @ Glenwood Plant	127.88	42.62
37350	4/10	Simpler Systems	Monthly maintenance 04/2018	375.00	125.00
37351	4/10	Spectrum Business	Data communication 03/2018 Office	2,142.37	714.12
37352	4/10	Spectrum Business	Data communication 03/2018 Glenwood	2,151.31	717.09
37353	4/10	St Water Resource Control Brd.	Grade D5 renewal, Raymond Dodge	105.00	
37354	4/10	Star Ford	Unit #46 - Repair brake lights, oil change, front brakes, replace filters	1,915.35	

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37355	4/10	Star Ford	Unit #6 - Replace transmission	3,144.03	1,048.01
37356	4/10	Sully-Miller Contracting Co.	5 tons of temp/cold patch	508.53	
37357	4/10	The Gas Company	Gas purchased 03/2018 Mills House & Glenwood	189.16	63.05
37358	4/10	Tri-Xecutex Corp	Security alarm monitoring April-May-June 2018	243.00	81.00
37359	4/10	Underground Service Alert/SC	Underground notification 03/2018	222.82	74.28
37360	4/10	Univar USA Inc	1475 gallons liquid bleach	2,733.95	
37361	4/10	Waste Management - Sun Valley	Disposal service at Glenwood and Office - 04/2018	865.96	288.65
37362	4/10	Water Well Redevelopers Inc	Revideo Well #5	895.00	
37363	4/10	Western Water Works	4" repair clamps; full circle repair clamps; polymer meter boxes with lids & covers; bushings & adapters	1,998.02	
37364	4/10	Anahid Yarianian	Refund Check	31.14	
37365	4/13	City of Glendale Water & Power	Cost to install and start electrical service for Well 2	40,890.00	
37366	4/13	City of Glendale Water & Power	Deposit for new electrical service for Well 2	500.00	
37367	4/19	Addison Distributing Inc.	H2GO 6-pack blue can pure drinking water	1,151.00	
37368	4/19	Aflac	Employee paid insurance for 04/2018	1,854.23	
37369	4/19	Ajemco, Inc	Cost for remodeling bathroom on engineering side	1,950.00	650.00
37370	4/19	Associated Soils Engineering	E-982 Professional services through 03/2018	760.00	
37371	4/19	AT&T Mobility	Cell phone service for 03/08/18 to 04/07/18	1,222.16	407.38
37372	4/19	Campbell's Automotive Service	Service Unit #2 - Remove & Replace intake pipe	342.53	114.18
37373	4/19	Choice Pest Control	Monthly service at Mills House & Well 9 04/2018	90.50	12.50
37374	4/19	Citibank	Misc supplies 04/2018	229.86	229.84
37375	4/19	Crescenta Valley Tow Service	Unit 43 - help change flat tire - with heavy duty jack	48.75	16.25
37376	4/19	Cypress Ancillary Benefits	Group Dental for May 2018	2,105.91	1,403.93
37377	4/19	Direct Connection	Postage for Prop 218 notices	1,094.01	1,094.01
37378	4/19	Empire Fleetwash, LLC	Monthly washing of fleet - 04/2018	148.50	49.50
37379	4/19	eShelving Store	Shelving racks at Old Encinal Reservoir tank	836.58	
37380	4/19	Eurofins Eaton Analytical Inc.	Water analysis	438.00	
37381	4/19	Eurofins Eaton Analytical Inc.	Water analysis	528.00	
37382	4/19	Fleet Crew Emissions Service	Clean Filter on Unit #25	337.46	112.49
37383	4/19	Grainger	Miscellaneous handtools and supplies for repairing fences	68.97	68.95
37384	4/19	Great America Leasing Corp.	Kyocera Copiers lease	218.46	218.45
37385	4/19	LA Dept Water and Power	Power purchased 04/2018	47.62	
37386	4/19	Mimecast North America, Inc.	Email security for 05/2018	262.50	87.50
37387	4/19	Newegg, Inc.	7 new guest chairs at Office	360.22	360.21
37388	4/19	Quinn Power Systems	Hydraulic fluid	328.29	109.43
37389	4/19	Shell	Gas purchased 03/2018	1,373.93	457.98

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37390	4/19	Spectrum Business	Data Communication Office	269.96	89.98
37391	4/19	Stemar Equipment & Supply Co.	Burlap bags	27.25	27.25
37392	4/19	Toro's Lawnmower & Garden	Miscellaneous safety equipment	8.20	2.74
37393	4/19	Western Water Works	Copper tubing and meter gaskets	396.99	34.53
37394	4/24	Tal Almquist	Refund Check	57.58	
37395	4/24	Associated Soils Engineering	E-956 Well 2 Services through 03/31/2018	17,547.50	
37396	4/24	AVAYA Financial Services	Land line lease 04/2018	381.47	127.15
37397	4/24	Barbara Barber	Refund Check		59.41
37398	4/24	Shannon Buttrey	Refund Check	155.21	
37399	4/24	California Building Evaluations & Const.	Progress payment #5 for E-956 Well 2	265,283.13	
37400	4/24	Cannon	E-956 Well 2 Service through 02/28/2018	23,189.76	
37401	4/24	Cha Construction	Flood meter refund	940.00	
37402	4/24	City of Glendale	Water systems fees - ULARA Fee	2,014.78	
37403	4/24	City of Glendale Water & Power	Power purchased 04/2018	29,330.82	25.91
37404	4/24	Contractor Compliance & Mont Inc.	E-956 Well 2 Services for 03/2018	2,085.00	
37405	4/24	First Choice	Coffee service office & Plant	165.51	165.50
37406	4/24	Foothill Municipal Water	Purchased water for 04/2018	211,656.68	
37407	4/24	Romel Gevorkian	Refund Check	22.08	
37408	4/24	Harper & Associates Eng, Inc	E-970 - Oak Creek construction management & inspection services through 03/2018	20,763.00	
37409	4/24	John Robinson Consulting, Inc.	M -965 - Grant assistance for 03/2018	3,300.00	
37410	4/24	Vrej Kirakosian	Refund Check	5.40	
37411	4/24	Markus Koller	Refund Check	205.02	
37412	4/24	Lagerlof, Senecal, Gosney & Kr	Legal Services 03/2018	8,165.00	1,250.00
37413	4/24	Logan Supply Co. Inc	Miscellaneous shop supplies	639.13	
37414	4/24	Neofunds by Neopost	Postage machine funds	350.00	350.00
37415	4/24	Newegg, Inc.	New monitors and stands	732.44	244.14
37416	4/24	Reliable Road Service, Inc.	Unit #18 - Check light on dash, replace regen unit	135.00	45.00
37417	4/24	Sawyer Petroleum	643.6 gallons of clear diesel fuel	1,845.92	615.30
37418	4/24	SCAP	Membership renewal for FY 2018/2019		538.00
37419	4/24	Sully-Miller Contracting Co.	Minimum load charge	43.45	
37420	4/24	The Gas Company	Gas purchased 04/2018 Office	40.37	13.46
37421	4/24	Toro's Lawnmower & Garden	Gas Cans	63.83	21.27
37422	4/24	Univar USA Inc	1700 gallons of liquid bleach (900 for Glenwood & 800 for Mills)	2,505.36	
37423	4/24	Geraldine Weber	Refund Check	35.83	
37424	4/24	Wells Fargo Card Services	Gould: BNI Building News construction book; board meeting dinner	669.76	223.27

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37425	4/24	Wells Fargo Card Services	Hass: Monthly recurring charges; GPS software; computer hardware & software; postage; cell supplies; SCADA lunch meeting	777.63	234.27
37426	4/24	Wells Fargo Card Services	Maxwell: Drinks for AFLAC lunch presentation	39.87	13.29
37427	4/24	Wells Fargo Card Services	Mitchell: ACWA Conference (airfare); radios for fire flow testing; dataloggers for engineering dept; board meeting dinner	529.87	208.30
37428	4/24	Wells Fargo Card Services	Scott: Dinner for budget Public Workshop	88.15	29.39
37429	4/25	Miller & Axline Corp.	Attorney's fee for MTBE settlement recovery	3,598.00	
Subtotals				\$ 878,791.35	\$ 79,574.78
Total Disbursements for April 2018					\$ 958,366.13

<u>Payroll Report</u>	
Directors	\$ 1,710.00
Office Regular Payroll	\$ 110,751.00
Office OT	\$ 1,074.00
Plant Regular Payroll	\$ 105,333.00
Plant OT & Standby	\$ 10,688.00
Employer Payroll Taxes	\$ 17,581.00
Payroll Service Charges	\$ 389.00
Total Payroll for April 2018	\$ 247,526.00

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
May 15, 2018

To: Honorable President and Members of the Board of Directors
From: Christy Joana Scott
Subject: Water Quality Update

ACTION ITEM:

Water Quality Update – Discussion of Water Quality Distribution Samples for April 2018

BACKGROUND:

The District routinely monitors its distribution system by collecting weekly microbiological samples. As part of the State required sampling, one sample from each of the District's pressure zones is collected at a dedicated sample station every week and analyzed for Total and E. Coli. Coliform as well as Heterotrophic Plate Count (HPC).

DISCUSSION:

During the Month of April, The District had two (2) routine samples and one (1) repeat sample that were positive for Total Coliform. (E. Coli and HPC results were within established Federal and State standards).

The first incident occurred during sampling week 1. (April 3rd) There was a distribution sample positive for Total Coliform at sample station #21 located at 2861 Markridge Road in Zone 8. All required repeat and follow-up samples were Absent for Total and E. Coli Coliform and all Heterotrophic Plate Count (HPC) results were less than 500 CFU/ml. As all repeat and follow-up samples were compliant, no future action was required.

The next incident occurred during sampling week 4 (April 24th). There was a distribution sample positive for Total Coliform at sample station #53 located at 4614 Rosemont Avenue in Zone 4. The Total and Residual Chlorine for this site was 1.8 and 1.7 respectively. Repeat and follow-up samples were collected according to CVWD's approved Bacteriological Sampling Site Plan (BSSP) on April 25th. In addition to the required sampling, the District also collected a sample at the corresponding reservoir.

Repeat and follow-up samples were collected as normal after the following considerations:

1. At the time of sample collection, there were high residual chlorine values in that zone, and in fact, the majority of the distribution system
2. The HPC results for that sample was 2 CFU/ml
3. There were no positive source water samples.
4. There were no other significant indicators within the distribution system, and
5. A visual inspection of the sample station did not raise any concerns.

Results from this sampling event are included on the table below. All samples except for the original sample positive at the 4614 Rosemont sample station were Absent for Total and E. Coli Coliform and all Heterotrophic Plate Counts (HPC) were Less than 500 CFU/ml. This includes the upstream, downstream locations collected from residential hose bibs and the nearest reservoir. The HPC at sample station 53, 4614 Rosemont was < 1 CFU/ml, and the Total and Residual Chlorine was 1.9 and 1.8 respectively.

Review of the results and surrounding environmental factors indicate that the sample positives are most likely a contamination at the sample station, sample port. The District removed the sample port and flushed it with bleach. Following sterilization of the sample port, samples were collected according to CVWD's approved (BSSP) on April 25th. Additional samples were collected at the nearest reservoir, the residential hose bib located by the

sample station, and two addition samples were collected at sample station 53, at 15 and 30-minute intervals. Results from this sampling event are included on the following table. All samples were Absent for Total and E. Coli Coliform and all Heterotrophic Plate Count (HPC) were Less than 500 CFU/ml.

Date	Sample Location	TC Results	E. Coli Results
4/24/2018	Sample #53 4614 Rosemont	+	-
4/25/2018	Sample #53 4614 Rosemont (Repeat)	+	-
4/25/2018	4622 Rosemont, Upstream	-	-
4/25/2018	2547 Fairmount, Downstream	-	-
4/26/2018	Sample #53 4614 Rosemont (Repeat)	-	-
4/26/2018	4622 Rosemont, Upstream	-	-
4/26/2018	2547 Fairmount, Downstream	-	-
4/26/2018	4614 Rosemont Residence	-	-
4/26/2018	Sample #53 4614 Rosemont @15 minutes	-	-
4/26/2018	Sample #53 4614 Rosemont @30 minutes	-	-

Based on the sample results and staff investigation, the water collected at that sample station was not representative to the water supplied to customers in the distribution system. Therefore, the District submitted a request to the State for sample invalidation for the two total Coliform positive results at Sample Station #53, 4614 Rosemont under Title 22 Section 64425 (a) (1). *All repeat sample(s) collected at the same tap as the original total coliform-positive sample also are total coliform- positive and all repeat samples collected within five service connections of the original tap are not total coliform-positive.* Approval for that request was received on May 10, 2018 and is attached.

SUMMARY:

As the positive Coliform results from Sample station #53 were invalidated, the results are not included in the calculations on the required Monthly Coliform Report or any subsequent annual reports. Therefore, no further actions or notifications are required by the District.

Staff is currently working on an updated site-sampling plan (BSSP) that includes increased sample station maintenance and a review of sample station locations to ensure that the samples collected are representative of the water served throughout the distribution system.

Prepared by:



Christy J. Scott
Program Specialist

Attachment: Approval of Sample Invalidation Request

g:\management\board meeting staff reports\2018\05-15-18 board memo - water quality update.docx

State Water Resources Control Board
Division of Drinking Water

May 10, 2018

Ms. Christy J. Scott
Regulatory and Public Affairs Manager
Crescenta Valley Water District
2700 Foothill Blvd.
La Crescenta, CA 91214

Dear Ms. Scott:

SYSTEM NO. 1910028 -APPROVAL OF SAMPLE INVALIDATION

The State Water Resources Control Board, Division of Drinking Water (DOW) is in receipt of the Crescenta Valley Water District's (Division's) sample invalidation request letter dated May 10, 2018. The District is requesting to invalidate two (2) distribution system routine bacteriological samples collected on April 24, 2018 and April 25, 2018 that were tested total coliform-positive.

According to the District's approved Bacteriological Sample Siting Plan (BSSP) dated September 2016, the District is required to collect 11 routine total coliform samples per week. On April 24, 2018, the District collected the weekly routine distribution system bacteriological samples. The result at Sample Station #53 - 4614 Rosemont Avenue was total coliform-positive and E. Coli-negative. The total and free chlorine residual were 1.8 and 1.7 mg/L, respectively. On April 25, 2018, the District collected repeat samples at 4614 Rosemont Avenue (original location), 4622 Rosemont Avenue (upstream location), and 2547 Fairmount Avenue (downstream location). The result at 4614 Rosemont Avenue was again total coliform-positive and E. Coli-negative. However, the results at the upstream and downstream locations were negative for both total coliform and E. Coli.

Upon notification of the repeat sample results by the laboratory on April 26, 2018, the District removed the sample port and flushed it with bleach. Following sterilization of the sample port, the District collected a second set of repeat distribution system bacteriological samples at 4614 Rosemont Avenue (original location), 4622 Rosemont Avenue (upstream location), and 2547 Fairmount Avenue (downstream location). All repeat samples were total coliform-negative and E. Coli-negative. In addition, the District collected samples from the nearest reservoir, the residential hose bib located by the sample station, and two additional samples at the sample station at 15 min and 30 min intervals. All samples were tested negative for both total coliform and E. Coli.

Based on the results above, the District is requesting to invalidate two total coliform-positive results collected at 4614 Rosemont Avenue on April 24 and April 25, 2018. Pursuant to CCR, Title 22, Section 64425 (a) (1), a water supplier may request the State Board to invalidate a sample for which a total coliform-positive result has been reported if the supplier demonstrates that all repeat sample(s) collected at the same tap as the original total coliform-positive sample also are total coliform-positive and all repeat samples collected within five service connections of the original tap are not total coliform-positive. The District demonstrated that the two total coliform-positive samples were at the original sample tap only and not representative of the water quality in the distribution system. Therefore, the Division approves the invalidation request of the two total coliform-positive samples collected at 4614 Rosemont Avenue in April 2018.

If you have any questions, please contact Karen Wong at (818) 551-2037.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chi Diep', with a stylized flourish at the end.

Chi Diep, P.E.
District Engineer
Metropolitan District

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No.2
May 15, 2018

To: Honorable Members of the Board of Directors
From: Ron L. Mitchell – Secretary-Treasurer
Subject: **General Manager Contract**

ACTION ITEM:

General Manager Contract – Consideration and motion to approve employment contract for the General Manager position

BACKGROUND:

Additional information and proposed contract will be provided at the meeting.

Prepared by:

Ron L. Mitchell
Secretary-Treasurer

California Considers Charge on Utility Bills to Create Safe Water Fund

A plan to help fix some of the state's most persistent drinking-water problems is opposed by many water agencies, but a similar scheme has worked in the energy sector for decades.

Gaps in funding for water treatment are a major problem in California. Water providers operate independently, relying virtually entirely on customer fees to cover costs. For agencies with scale, money and access to quality water sources, this model works well. But absent those resources, contamination persists for years without resolution.

Around [half a million people](#) in the state receive water from a system that is out of compliance with safe drinking water standards, according to a November analysis by PPIC Water Center. Most of those failing systems are small – serving just a few thousand or a even a few hundred residents. While state bonds and grants can help systems build treatment facilities, there's no state source of funding to subsidize [ongoing operation costs](#) for water providers that can't afford them.

A piece of legislation, introduced last year as [Senate Bill 623](#) and later included as a trailer bill in the governor's proposed budget, seeks to solve this structural problem by raising a \$140 million annual Safe and Affordable Drinking Water Fund, from a combination of charges on agriculture and residential water users. Money would go toward ongoing operation and maintenance costs for treatment in under-resourced districts. The charge on residential users would amount to about \$1 a month for most households served by the 1,000 or so agencies collecting fund revenue.

While there is growing interest in fixing water contamination that has plagued some communities for years, there's also opposition from water agencies against using a so-called “public goods” charge – a charge tacked on to a utility bill to fund public-interest programs – to get it done.

[Opponents see water](#) as an inherently local issue. Some water providers worry the charge would upset customers, who elect their agencies' boards. They also say it would be costly and difficult for them to administer.

But a public goods charge on utility bills has [financed successful innovations](#) in the energy sector in California for decades and proponents of the water fund think there's reason to believe the time could be right for the same funding mechanism to address California's safe drinking water issues.

Origins in Energy

The energy sector, for instance, has been collecting public goods charges on the bills of electricity users since the mid-1990s.

The use of public goods funding in energy “shifted the paradigm significantly,” said Newsha Ajami, a professor at Stanford University who leads urban water policy research at the Water in the West program.

The revenue collected has gone toward research and energy efficiency programs, and has helped California reduce per capita energy use, according to a [2015 Water in the West report](#).

“Although the water and electricity sectors operate differently, the water sector can benefit from examining practices employed by the state’s electric utilities,” the report concluded.

But implementing a funding mechanism like this in water is more difficult.

Most Californians purchase electricity from one of three investor-owned utilities regulated by the state Public Utilities Commission. “In the water sector, you literally have thousands of water providers,” said Lester Snow, a proponent of the proposed charge who served as director of the state Department of Water Resources from 2004 to 2010.

That may not be an insurmountable hurdle. [Other states](#) – such as Kansas, Missouri and New Jersey – impose charges on urban water users to fund safe drinking water initiatives. California even does this in some cases on a regional level. For example, water wholesaler Metropolitan Water District in Southern California collects a “stewardship charge” from its 26 member agencies to fund efficiency efforts and encourage local resource development, like building more water treatment plants.

There are some general similarities between Metropolitan’s stewardship program and the proposed statewide charge: Both rely on a dedicated source of funding from a charge on customers or member agencies to make water system improvements more affordable.

But the district’s board opposes adding a charge to residential water bills statewide.

“The fundamental difference between the two is that Metropolitan is able to ensure that all agencies that pay the Water Stewardship Charge receive a benefit from it,” said Metropolitan spokesperson Bob Muir. He added, “A statewide public goods charge on water is different in that there is no way to ensure that the dollars contributed by a specific locality provide any direct benefits to people in that locality.”

A Shift in Thinking

This isn’t the first time the idea of a public goods charge for water has come up. California state legislators proposed statewide charges on water bills in 2006 and again in 2010. Previous legislation didn’t focus on water safety but instead would have established funds to cover other improvements to water systems throughout the state.

The legislation also didn't have the backing of a diverse coalition of agricultural, environmental and water justice advocates that has bolstered support for the current effort, which has also been aided by more data on the extent of water contamination in the state. One [influential study](#) was a 2012 University of California, Davis report on nitrate contamination that revealed more than 250,000 people in the Central Valley's Tulare Lake Basin and the Salinas Valley "have drinking water supplies susceptible to significant nitrate contamination."

Jonathan Nelson, policy director for grassroots advocacy group Community Water Center, said the report "really rocked a lot of people back on their heels just about the severity of the crisis." Nitrate can interfere with the ability of blood to carry oxygen, making it [especially dangerous for infants](#), and is associated with cancer. Widespread contamination in aquifers in agricultural areas of the state has been traced to farming operations.

Jennifer Clary, a water policy and legislative analyst for the environmental advocacy group Clean Water Action, said such data makes it easier to advocate for solutions. "It's very difficult to move things forward if people have no idea what the need is."

The study prompted the governor's office to call together representatives from state agencies, agriculture associations, water utility groups and environmental organizations to discuss remedies to nitrate contamination and how to finance them. The group met in 2012 and 2013 and included members from the Association of California Water Agencies (ACWA), Community Water Center and Clean Water Action.

An August 2013 report submitted to the governor's office lists fees or taxes on agriculture operations and water use as potential dedicated funding streams for operations and maintenance of public water systems.

Both these solutions went into the trailer bill, which proposes revenue from a charge on agriculture operations to cover nitrate contamination and from a charge on customers (both residential and commercial) of water agencies to cover other contaminants that are not linked to agriculture.

ACWA, which advocates for its public water provider members, opposed the water use charge when it came up in discussions in 2012 and 2013, according to Cindy Tuck, deputy executive director of the organization. The group is the main opposition to the current legislation and is opposed to adding a charge to customers' water bills. ACWA has advocated instead for tapping general fund dollars.

Without taking special measures, an allocation from the general fund isn't guaranteed annually, which advocates of the charge say could leave communities in the lurch if funding is suddenly pulled due to budget cuts.

"How much longer do these communities, these children, have to drink toxic water for us to act?" asked Nelson, who said that opponents of adding a charge have snoozed on an opportunity in the years since the governor's stakeholder meeting to propose a different, dedicated stream of funding.

ACWA started circulating a document describing alternative funding streams with legislators last month, said Tuck. “This can be solved this year if the proponents are willing to look at other alternatives,” she said.

One option for a dedicated stream of funding described by ACWA is an irrevocable trust, which is a trust that [cannot be changed or terminated](#) without the approval of the beneficiary. A one-time contribution of \$750 million from the state’s general fund to the trust’s principal could yield \$50 million in interest each year for spending on operations and maintenance, ACWA’s proposal says. That’s less than half what the proposed charge on water bills is intended to raise.

It’s “not super clear how it would work, and also not clear why they haven’t brought it up over the last five years of discussions or even last few months if they think it is [a] viable piece of the puzzle,” said Community Water Center co-executive director Laurel Firestone. “But we are interested in any ideas to leverage new and existing funding to make it go further.” Firestone and other proponents of placing a charge on water bills said ACWA had not shared the proposal with them.

Timing is critical, said Snow. “We’re talking about needing revenue right now, to talk about dealing with a serious problem right now.”

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

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

GM Report
May 15, 2018

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 6.6% from April 2017
- Rainfall For April – 10.39”; 52% below average rainfall
- Performed root cleaning on various sewer easements
- Brookhill Pipeline – Finishing work on 3000 Block of Brookhill
- Encinal Booster B Repair – Reviewing submittals

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 May: Kellen Boyce – 16 years
- The District has gone 1,431 Days without a lost time accident, as of May 11th.
- 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
Public Water Agency Group (PWAG) meeting
ACWA Spring Conference

April 30th, May 7th and May 14th
May 1st, May 8th, and May 15th
April 24th
May 8-11th

Submitted by:

Ron L. Mitchell
Secretary-Treasurer

David S. Gould, P.E.
District Engineer

Engineering and Operations

May 15, 2018
Staff Report

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: Engineering & Operations – April & May 2018

1. **Water Production Report**

- April 1 – 30 - Water production – 51/49% split – 93.6 MG for the time period
- Average use – 6.6% less than 2017 and 7.2% less than 5-yr average

2. **Rainfall Update**

- 0.00” for April, 2018; 0.07” for May 2018
- Rainfall Total for Rainfall Year 2017/18 – 10.39”

3. **Report on Engineering**

- **CIP Projects**

- Pipeline Project - 2700, 3000 & 3100 Blocks of Brookhill
 - Completed work on the 3000 Block of Brookhill
 - Beginning work on the 3200 Block of Foothill the week of May 21, 2018
- Encinal B
 - Contacts and Award Letter Issued
 - Under Submittal Review
- Oak Creek #1 & #2 Reservoir Rehabilitation
 - Oak Creek #1 – Under construction
 - Anticipated Oak Creek #1 back in service by the end of May 2018
 - Oak Creek #2 to start in early November 2018

- **Nitrate Removal Treatment Facility at Well 2 Project**

- Under Construction
 - Completing Operations Building & on-site underground utilities
 - New electrical services to be completed by GWP by late May 2018
- APTwater assembling equipment on-site

- **Crescenta Valley County Park Stormwater Recharge Facility Study**

- No Report

- **ULARA**

- No Report

- **Grant Program**

- No Report

- **Water Meter Replacement Program**

- Year to Date Total Meters Replaced - 583

4. **Report on Administrative and Field Operations**

• **Wells - Status**

- Well production capacity – averaged up to 1.85 MGD for April 2018

5. **Field Maintenance & Operations – March 10, 2018 – April 6, 2018**

▪ **Water Lateral Leaks & Repairs**

4334 La Crescenta	2768 Rockpine	2541 Orange
2537 Teasley	4545 Dyer	5136 Ramsdell

▪ **Water Main Leaks**

- No Report

▪ **Valve Replacement**

- No Report

▪ **Fire Hydrant Repair**

- No Report

▪ **Developer Job**

- No Report

▪ **Booster Pump Maintenance**

- No Report

▪ **Reservoir Maintenance**

- No Report

▪ **Sewer Maintenance – April 7, 2018 – May 11, 2018**

Root Foaming Various Easements	4800 & 4900 Blocks of Ocean View Blvd.	2200 Block of Cross St.
5000, 5200, 5300, 5400 & 5500 Blocks of Ocean View Blvd.	2200 Block of Fairhurst Ave.	2200 Block of Canalda Ave.
2400 & 2500 Blocks of Mary St.	2400 & 2500 Blocks of Briggs Ave.	4500, 4600, 4700 & 4800 Blocks of Briggs Ave.
2300 Block of Mountain Ave.	4800 Block of El Sereno Ave.	2300 Block of El Moreno Ave.
2300 Block of Chapman Rd.	2300 Block of Orange Cove Ave.	5000 Block of Briggs Ave.

CRESCENTA VALLEY WATER DISTRICT

WATER PRODUCTION REPORT

April 1 - April 30, 2018

Well Production:	36,451,680	Gals		
GWP Production:	8,152,000	Gals		
Gravity Production:	1,345,200	Gals	% GW	49%
Purchased Water:				
FMWD:	47,723,000	Gals		
City of Glendale:	0	Gals	% Import	51%
TOTAL:	93,671,880	Gals		
	287.47	ac-ft		
Glenwood Nitrate Water				
Reclamation Plant:*	2,768,000		*Included in Well Production	

WATER DEMAND COMPARISON

Time Period	Average Daily Usage (gals)	Current Period Change
April 1, 2018 - April 30, 2018	3,354,084	
April 1, 2017 - April 30, 2017	3,592,713	-6.6%
5-yr Average - April 2013 - 2017	3,614,272	-7.2%

RAINFALL: April 1 - April 30, 2018 0.00"

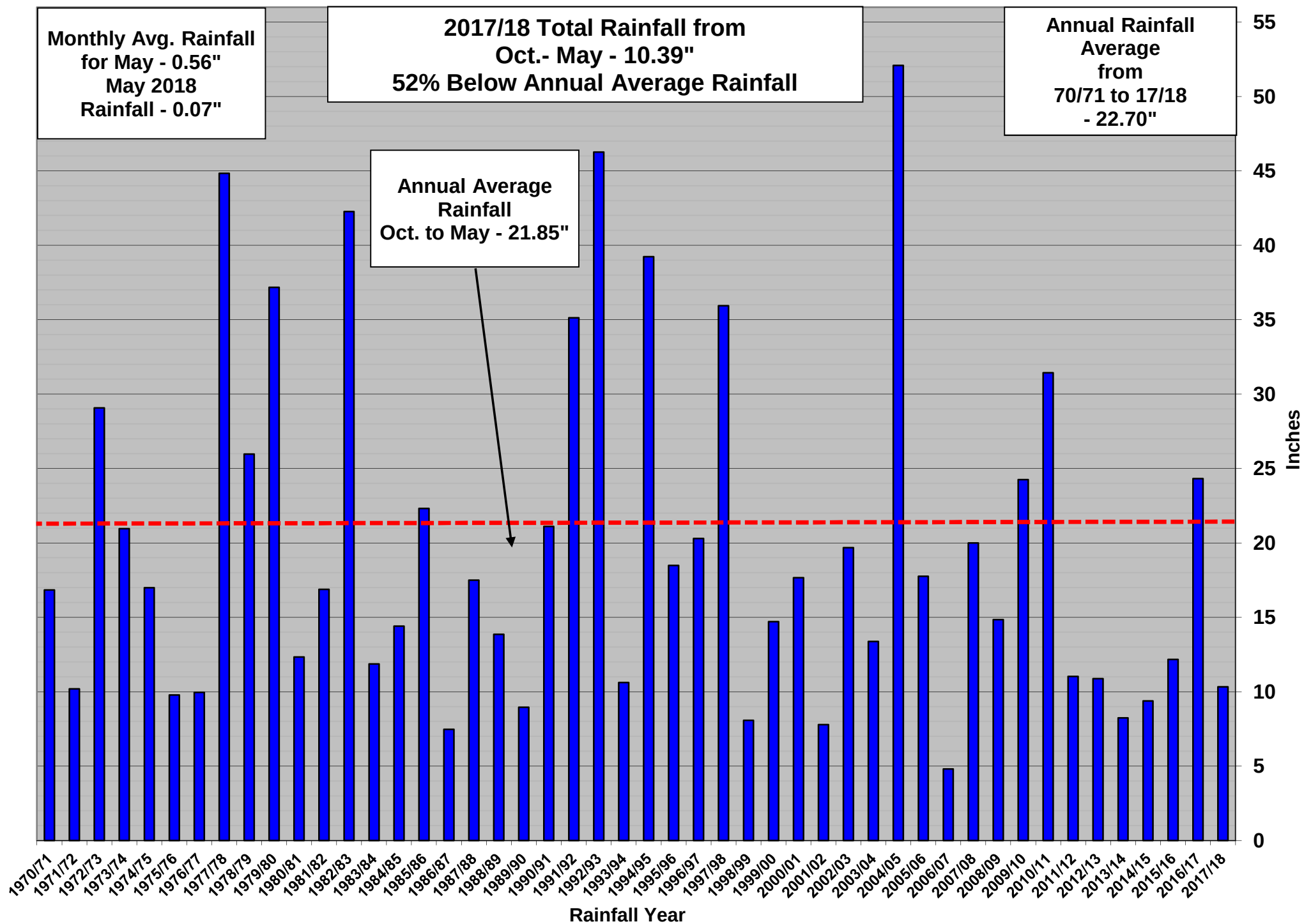
Season-To-Date: 10.32"

2017/18 Fiscal Year Water Production			Groundwater Production Water Rights		GWP (Well 16) Water Production		Purchased Water Production Tier 2 Allocation	
Month	Actual Total Water Production (ac-ft)	Projected Total Water Production (ac-ft)	Month	Month	Month	Well Production (ac-ft)	Month	Imported Water Production (ac-ft)
July	394	390	October	129	January	28	January	137
August	382	395	November	111	February	24	February	163
September	361	385	December	129	March	27	March	113
October	362	365	January	132	April	25	April	146
November	308	330	February	102	May		May	
December	346	290	March	107	June		June	
January	296	260	April	116	July		July	
February	289	260	May		August		August	
March	247	295	June		September		September	
April	287	325	July		October		October	
May		365	August		November		November	
June		390	September		December		December	
Total to Date	3,273	3,295	Total to Date	826	Total to Date	104	Total to Date	560
Projected	4,028	4,050	Water Rights	3,294			Tier 2	2,154
% of Projected	80.8%	81.4%	% of Rights	25%			% of Allocation	26%
Remaining	777	755	Remaining	2,468			Remaining	1,594

NOTE:

1) Blue Numbers = Estimated Water Production

Monthly Rainfall - 1970/71 - 2017/18 (Oct.- May)



Director Compensation Expense Report
May 2018

Name	Meeting Date	Meeting/ Event	Items Discussed	Meeting Compensation	Expense Reimbursement
Director Bodnar	05/15/18	Board Meeting		\$ 90.00	
Director Claessens	05/15/18	Board Meeting		\$ 90.00	
Director Erickson	05/09/18	ACWA Conference	At ACWA Spring Conference (5/9 - 5/11)	\$ 270.00	
	05/15/18	Board Meeting		\$ 90.00	
Director Putnam	05/15/18	Board Meeting		\$ 90.00	
Director Tejeda	05/07/18	ACWA/JPIA Meetings	at ACWA/JPIA meeting (5/7 - 5/8)	\$ 180.00	
	05/09/18	ACWA Conference	at ACWA Spring Conference (5/9 - 5/11)	\$ 270.00	
	05/15/18	Board Meeting		\$ 90.00	